WESTERN PLACER UNIFIED SCHOOL DISTRICT
810 J STREET, LINCOLN, CALIFORNIA 95648

MEMBERS OF THE GOVERNING BOARD

Paul Long, President
Dennis Sonnenburg, Vice President
Karen Roberts, Clerk
James McLeod, Member
Earl Mentze, Member

ADMINISTRATIVE/MANAGEMENT PERSONNEL

Roger R. Yohe, District Superintendent
Jay M. Stewart, Assistant Superintendent, Business Services
Scott Leaman, Assistant Superintendent, Educational Services
Bob Noyes, Director, Human Services,
Ken Gammelgard, Director of Site Development
Linda Pezanoski, Principal, Sheridan School
John Bliss, Principal, Carlin C. Coppin Elementary School
Joe Nokes, Principal, Creekside Oaks Elementary School
Susan Taxara, Vice Principal, Creekside Oaks Elementary School
Ruben Ayala, Principal, First Street School/District Bilingual Coordinator
Jeremy Lyche, Twelve Bridges Elementary School
Mary Boyle, Principal, Glen Edwards Middle School
Mike Doherty, Assistant Principal, Glen Edwards Middle School
David Butler, Principal, Lincoln High School
Janice Smith, Assistant Principal, Lincoln High School
Stacy Brown, Vice Principal, Lincoln High School/Glen Edwards Middle School
John Wyatt, Principal, Phoenix High School, Adult Ed.
Tracy Murphy, Director, Special Education
Frank Nichols, Director of Maintenance and Facilities
Bob Nelson, Transportation Coordinator
Jeff Dardis, Food Service Director
Chuck Youtsey, Technology Coordinator

STUDENT ENROLLMENT

School	6/04/04
Sheridan Charter School (K-8)	171
Sheridan School Independent Study (SSIS)	27
First Street School	571
Carlin C. Coppin Elementary (K-5)	559
Creekside Oaks Elementary (K-5)	706
Glen Edwards Middle (6-8)	875
Lincoln High School	959
Phoenix High School	57
PCOE Home School	8
TOTAL:	3933

Phoenix Infant/Toddler
Kindergarten Readiness
Adult Education

Prechool/Head Start
First & J Streets
Sheridan
Carlin Coppin

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
August 3, 2004, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS BUILDING
790 "J" STREET, LINCOLN, CA

AGENDA

2003-2004 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.

5:30 P.M. OPEN SESSION - Administrative Conference Room – D.O.

1. Call to Order
2. Announce Closed Session Items
3. Adjourn to Closed Session

5:35 P.M. CLOSED SESSION - Administrative Conference Room – D.O.

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

a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #03/04 Z
b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 AA
c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 BB
d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 CC
e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 DD
f. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 EE

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

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

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

a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #03/04 Z
b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 AA
c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 BB
d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 CC
e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 DD
f. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 EE

2.2 DISCLOSURE OF CLOSED SESSION ACTION OF JUNE 22, 2004 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – ANNUAL EVALUATION OF THE DISTRICT SUPERINTENDENT

3. ADJOURN TO OPEN SESSION

7:00 P.M. OPEN SESSION – Performing Arts Building - LHS

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

3. SPECIAL ORDER OF BUSINESS

4. 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.

4.1 Approval of Minutes
a. Regular Meetings of June 1 & 15, 2004

4.2 Approval of Warrants

4.3 Ratification of Personnel Items

a. Certificated:

a.1 Ratification of Certificated Employment::
Jeff Cash – So. Studies Teacher – LHS
Noami Cortz – Kindergarten Teacher – FSS
Pamela Getz – Speech & Lang. Pathologist – SDC Preschool
Rebecca Hill – First Grade Teacher – COE
Jamie Mandel – Title 1 Teacher – CCC
Jennifer Nelson – English Teacher - LHS
Gary Roberts – Math/Science Teacher – LHS
Lori Sipkovich – English Teacher – LHS
Laura Sliepen – 4th Grade Teacher – FSS
Pamela Weaver Baker – 4th Grade Teacher – COE

a.2 Ratification of Certificated Resignation:
Katrina Short – Math/Art Teacher – LHS
Raymond Woodbeck – Math/Soc. Studies Teacher – Sher

a.3 Request for Leave of Absence:
Shannon Burns – 3rd Grade Teacher - COE

b. Classified:

b.1 Ratification of Classified Employment:
Kim Boyd – Food Service – GEMS
Jagdish Chumber – Food Service – COE
Vicki Croall – Title 1 Instructional Aide – CCC
Maria DeSantiago – Instructional Aide – FSS
Andrea Lucas – Title 1 Instructional Aide – CCC

Katrina Moddelmog – Special Ed. Instr. Aide – FSS
Linda Peterson – Camp/Café Supervisor – CCC
Maritza Pisik – Instructional Aide – CCC &
Cafeteria Site Cashier – FSS
Maribel Vergara – Instructional Aide - FSS

b.2 ***Ratification of Classified Resignation:***
Melissa Tofft – Title I Instr. Aide/Campus Superv. – GEMS
Jason Sample – Program Support Specialist – District Office

b.3 ***Ratification of Classified Transfer:***
Rhonda Brauning – Campus/Cafeteria Superv. .13 FTE to .25 FTE – LHS
Diane Smith – Instructional Aide to Library Tech & Computer Lab. Tech. – Sher

4.2 Ratify the Medi-Cal Administrative Claiming Agreement Between the Western Placer unified School District and the Sutter County Superintendent of Schools Office.
4.3 Approve Resolution 04/05.1 to Authorize Designated Personnel to Sign Contract Documents for the State Preschool Program.
4.4 Approve Resolution 04/05.2 to Authorize Designated Personnel to Sign Contract Document for the State Preschool Program.
4.5 Ratify Wallace-Kuhl & Associates' Special Inspection and Testing Services Proposal for the Foskett Ranch Elementary School.
4.6 Approve the Agricultural Vocational Education Incentive Grant Application.
4.7 Approval of GATE application
4.8 Annual Approval of Check Signors.
4.9 Report of Disclosure Requirements for Quarterly Reports of Investments.

5. 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.

6. REPORTS & COMMUNICATION

6.1 Student Advisory – Andrea Ayala, Lincoln High School
6.2 Western Placer Teacher's Association – Mike Agrippino
6.3 Western Placer Classified Employee Association – Joe Ross
6.4 Superintendent – 2004-05 Management Team Goals and Objectives
6.5 Assistant Superintendent(s)
6.5.1 Jay M. Stewart
a. Facilities Update:
6.5.2 Scott Leaman

a. Program Focus Area: Final Academic Performance Index and Adequate Yearly Progress Report

6.5.3 Bob Noyes, Personnel Director

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 (D/A) FIRST READING OF NEW POLICIES AND REGULATIONS – Yohe *(04-05 G & O Component I-V)*

•The District Policy Committee and the Management Team have reviewed the following new policies/regulations/exhibits as per CSBA. These new policies are now being presented on a first reading basis.

*BP4117.13 Early Retirement Option
*AR4300 Management, Supervisory and Confidential Personnel
*AR6142.8 Comprehensive Health Education
*AR6178.1 Work Experience Education

7.2 (D/A) ADOPTION OF REVISED POLICIES AND REGULATIONS-Yohe*(04-05 G & O ComponentI-V)*

•The District Policy Committee and the Management Team have reviewed the following new policies/regulations/exhibits as per CSBA. These revisions are now being presented for approval by the Board of Trustees.

*BP0420.4 Charter Schools
*AR04203.4 Charter Schools
*BP0450 Comprehensive Safety Plan
*AR0450 Comprehensive Safety Plan
*BP0510 School Accountability Report Card
*AR0510 School Accountability Report Card - DELETED
*BP1400 Community Relations
*AR3515.1 Crime Data Reporting - DELETED
*BP3515.5 Sex Offender Information
*BP4030 Nondiscrimination in Employment
*AR4117.11 Pre-Retirement Part-Time Employment
*BP4117.12 Retirement Consultancy Contracts
*AR4117.12 Retirement Consultancy Contracts
*AR4117.13 Early Retirement Option
*AR4161.2 Personal Leaves
*AR4217.3 Layoff/Rehire
*BP4222 Teacher Aides/Paraprofessionals
*AR4222 Qualifications and Duties of Paraprofessionals

*E4222 Teacher Aides/Paraprofessionals
*BP4300 Management, Supervisory and Confidential Personnel
*BP5121 Grades/Evaluation of Student Achievement
*AR5121 Grades/Evaluation of Student Achievement
*AR5144.1 Suspension and Expulsion/Due Process
*BP6111 School Calendar
*BP6142.1 Family Life/Sex Education
*AR6142.1 Family Life/Sex Education
*BP6142.2 Aids Prevention Instruction - DELETED
*AR6142.2 Aids Prevention Instruction - DELETED
*BP6142.8 Comprehensive Health Education
*AR6143 Courses of Study
*AR6145.2 Athletic Competition
*BP6146.1 High School Graduation Requirements
*AR6146.1 High School Graduation Requirements
*AR6159 Individualized Education Program
*BP6162.53 Golden State Examination - DELETED
*AR6164.4 Identification of Individuals with Exceptional Needs
*AR6172 Gifted and Talented Student Program
*BB9270 Conflict of Interest

7.3 (A) **APPROVAL OF CONSOLIDATED APPLICATION, PART 1 FOR 2004-05 – Leaman** *(04-05 G & O Component I-V)*

•The annual approval of the application for Federal and State categorical funds, commonly known as Consolidated Application part 1, is requested at this time. New items of interest to the Board will be highlighted.

7.4 (D/A) **APPROVE RESOLUTION 04/05.5 FOR SUPPORT OF AN APPLICATION REQUESTING GRANT FUNDING FOR THE TWELVE BRIDGES MIDDLE SCHOOL PROJECT – Stewart** *(04-05 G & O Component IV-V)*

Under the guidelines of the growth (New Construction) section of the State School Facility Program, State funding is calculated based on a formula involving unhoused students, number of teaching stations that are being built and other factors. In some cases the program allows for the "Use of Grants." Under the Use of Grants Program, the District can request that new construction grants be transferred from a lower grade configuration to provide the needed grants. This resolution updates Resolution 03/04.34 which was approved by the Board of Trustees on May 04, 2004.

7.5 (D/A) **A RESOLUTION APPROVING THE WESTERN PLACER UNIFIED COMMUNITY FACILITIES DISTRICT NO. 1 TAX REPORT FISCAL YEAR 2004-05, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN – Stewart** *(04-05 G & O Component IV-V)*

The Board of Trustees will take action to approve the FY 2004-05 special tax levy for developed parcels within the Western Placer Unified School District's Community Facilities District No. 1

7.6 (I/D) **WESTERN PLACER UNIFIED SCHOOL DISTRICT RETIREE HEALTH BENEFITS ACTUARIAL STUDY – Stewart** *(04-05 G & O Component IV-V)*

•Assembly Bill (AB) 3141 requires school districts and county offices of education to publicly disclose certain information that affects their financial status. One of the provisions that AB 3141 addresses are retiree health and welfare benefits.

7.7 (D/A) **ESTABLISH A RESERVE IN THE FY 2004-05 BUDGET TO FUND THE PRESENT VALUES OF RETIREE HEALTH AND WELFARE BENEFITS – Stewart** *(04-05 G &O Component IV-V)*

•Assembly Bill (AB) 3141 requires the District's governing board to disclose, as a separate agenda item, if it will establish a reserve in the budget to currently fund the liability for retiree benefits. This liability is split into two parts; the present value for benefits for existing retirees, and the liability for future costs for present employees who may become eligible for the program when they retire. The board must disclose if they are funding neither, either, or both.

7.8 (D/A) **APPROVE THE AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE CITY OF LINCOLN REGARDING THE JOINT-USE OF THE TWELVE BRIDGES ELEMENTARY SCHOOL SITE AND THE CITY PARK SITE – Stewart** *(04-05 G &O Component IV-V)*

•The attached agreement was first brought before the Board of Trustees on February 17, 2004 for approval. At that meeting a number of questions arose regarding the operation and management of the agreement. A list of questions were forwarded to representatives from the City of Lincoln. Attached is a letter from Rodney Campbell, Community Development Director, which addresses the Board of Trustees' concerns.

7.9 (D/A) **A RESOLUTION APPROVING THE WESTERN PLACER UNIFIED COMMUNITY FACILITIES DISTRICT NO. 2 TAX REPORT FISCAL YEAR 2004-05, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN – Stewart** *(04-05 G & O Component IV-V)*

•The Board of Trustees will take action to approve the FY 2004-05 special tax levy for developed parcels within the Western Placer Unified School District's Community Facilities District No. 2.

7.10 (I/D) REPORT ON THE DISTRICT'S POLICY ON INVESTMENTS – Stewart *(04-05 G &O Component IV-V)*

•Government Code 53646(a) requires that the statement of investment policy shall be rendered annually at a public meeting. The board policy describing the District's investment procedures are attached for review and discussion.

8. COMMENTS - 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
- Carlin C. Coppin Elementary School Land Plan/Gladding Parkway
- Budget Suspensions for the 2004/05 School Year

8.2 BOARD MEMBER REPORTS/COMMENTS

9. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
  >August 17, 2004, 7:00 p.m., Lincoln High School Performing Arts Building

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: 7/29/04
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DISCLOSURE

OF ACTION

TAKEN IN

CLOSED SESSION,

IF ANY

WESTERN PLACER UNIFIED SCHOOL DISTRICT

CLOSED SESSION AGENDA

PLACE: **Administrative Conference Room, 810 J Street**
DATE: **August 3, 2004**
TIME: **5:30 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

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
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, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP)___
Complies with Governance & Management Document ___
Complies with District Goals___
Complies with District Mission Statement ___
Funding Sign-Off by J. Stewart___
Personnel Sign-Off by B. Noyes___
Program Sign Off by S. Leaman___
SBLT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
FACT SHEET

SUBJECT:
Student Discipline/Expulsion
Student #03-04 Z

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in Regards to the expulsion of Student #03-04 Z

SUPERINTENDENT'S RECOMMENDATION:
The administration recommends the Board of Trustees disclose any action taken in regards to the above item.

2.1a

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP) ___
Complies with Governance & Management Document ___
Complies with District Goals ___
Complies with District Mission Statement ___
Funding Sign-Off by J. Stewart ___
Personnel Sign-Off by B. Noyes ___
Program Sign Off by S. Leaman ___
SBLT Involvement ___ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
FACT SHEET

SUBJECT:
Student Discipline/Expulsion
Student #03-04 AA

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in Regards to the expulsion of Student #03-04AA

SUPERINTENDENT'S RECOMMENDATION:
The administration recommends the Board of Trustees disclose any action taken in regards to the above item.

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
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4. Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP) ___
Complies with Governance & Management Document ___
Complies with District Goals ___
Complies with District Mission Statement ___
Funding Sign-Off by J. Stewart ___
Personnel Sign-Off by B. Noyes ___
Program Sign Off by S. Leaman ___
SBLT Involvement ___ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
FACT SHEET

SUBJECT:
Student Discipline/Expulsion
Student #03-04 BB

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in Regards to the expulsion of Student #03-04 BB

SUPERINTENDENT'S RECOMMENDATION:
The administration recommends the Board of Trustees disclose any action taken in regards to the above item.

2.1c

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP)___
Complies with Governance & Management Document ___
Complies with District Goals___
Complies with District Mission Statement ___
Funding Sign-Off by J. Stewart___
Personnel Sign-Off by B. Noyes___
Program Sign Off by S. Leaman___
SBLT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
FACT SHEET

SUBJECT:
Student Discipline/Expulsion
Student #03-04 CC

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in Regards to the expulsion of Student #03-04 CC

SUPERINTENDENT'S RECOMMENDATION:
The administration recommends the Board of Trustees disclose any action taken in regards to the above item.

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
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, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP) ___
Complies with Governance & Management Document ___
Complies with District Goals ___
Complies with District Mission Statement ___
Funding Sign-Off by J. Stewart ___
Personnel Sign-Off by B. Noyes ___
Program Sign Off by S. Leaman ___
SBLT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
FACT SHEET

SUBJECT:
Student Discipline/Expulsion
Student #03-04 DD

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in Regards to the expulsion of Student #03-04 DD

SUPERINTENDENT'S RECOMMENDATION:
The administration recommends the Board of Trustees disclose any action taken in regards to the above item.

2.1e

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
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, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP) ___
Complies with Governance & Management Document ___
Complies with District Goals ___
Complies with District Mission Statement ___
Funding Sign-Off by J. Stewart ___
Personnel Sign-Off by B. Noyes ___
Program Sign Off by S. Leaman ___
SBLT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
FACT SHEET

SUBJECT:
Student Discipline/Expulsion
Student #03-04 EE

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in Regards to the expulsion of Student #03-04 EE

SUPERINTENDENT'S RECOMMENDATION:
The administration recommends the Board of Trustees disclose any action taken in regards to the above item.

MISSION STATEMENT Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
2. Fosters 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, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP)___
Complies with Governance & Management Document ___
Complies with Mission Statement___
Funding Sign-Off by J. Stewart___

Personnel Sign-Off by B. Noyes___
Program Sign Off by S. Leaman___

SBLT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Annual Performance Evaluation
On District Superintendent

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
Paul Long
Western Placer Unified School District
Board President

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session on the annual evaluation of the district superintendent.

SUPERINTENDENT'S RECOMMENDATION:

The Board of Trustees disclose any action taken on this item.

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CONSENT

AGENDA

ITEMS

MISSION STATEMENT Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy ___ Complies with Site Plan (LIP)___
2. Fosters a safe, caring environment where individual differences are valued and respected.	Complies with Governance & Management Document ___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Complies with Mission Statement___ Funding Sign-Off by J. Stewart___
4. Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.	Personnel Sign-Off by B. Noyes___ Program Sign Off by S. Leaman___
	SBLT Involvement ___ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Approval of Minutes
June 1 & 15, 2004

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
June 1st & 15, 2004
Minutes

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will consider adoption of the minutes of regular meetings of June 1 & 15, 2004.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the minutes as submitted.

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WESTERN PLACER UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
June 1, 2004, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS BUILDING
790 "J" STREET, LINCOLN, CA

MINUTES

2003-2004 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.

6:00 P.M. OPEN SESSION - Administrative Conference Room – D.O.

1. Call to Order
2. Announce Closed Session Items
3. Adjourn to Closed Session

6:05 P.M. CLOSED SESSION - Administrative Conference Room – D.O.

1. INTERDISTRICT ATTENDANCE APPEAL E.C. 35146 AND 48918

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

a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #02/03 BB

b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry # 02/03 V

c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #03/04 C

d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 T

e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 U

f. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 V

g. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 W

2. ADJOURN TO OPEN SESSION

7:00 P.M. OPEN SESSION – Performing Arts Building - LHS

Members Present
Paul Long, President
Karen Roberts, Clerk
James McLeod, Member
Earl Mentze, Member
Dennis Sonnenburg, Vice President

Member Absent

Others Present
Roger R. Yohe, Superintendent
Scott Leaman, Assistant Superintendent of Instructional Services
Jay Stewart, Assistant Superintendent of Business Services
Rosemary Knutson, Secretary to the Superintendent

Press – Hank Lawson, Lincoln News Messenger
Student- Andrea Ayala, LHS Student Advisory Representative – Not in attendance

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

2.1 INTERDISTRICT ATTENDANCE APREAL E.C. 35146 AND 48918

A motion was made by Mrs. Roberts, seconded by Mr. McLeod, and passed by unanimous vote to approve the interdistrict attendance appeal.

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

a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #02/03 BB Karen/James
b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry # 02/03 V – Karen/Dennis
c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #03/04 C – Karen/Dennis
d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 T – Karen/Dennis
e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 U – Karen/Dennis
f. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 V – Karen/Dennis
g. Student Discipline/Expulsion Pursuant To E.C. 48918
Student #03/04 W – Karen/Dennis

A motion was made by Mrs. Roberts, seconded by Mr. Sonnenburg, and passed by unanimous vote, to approve the panel's recommendation for expulsion re-entry on Student #02/03 BB, Student #02/03 V, Student #03/04 C.

A motion was made by Mrs. Roberts, seconded by Mr. Sonnenburg, and passed by unanimous vote, to approve the panel's recommendation for expulsion on Student #03/04 T, Student #03/04 U, Student #03/04 V, and Student #03/04 W.

3. SPECIAL ORDER OF BUSINESS

3.1 Special Recognition to Sara Foxworthy, bus driver, for 30 years without an accident or injury.

The Board of Trustees gave recognition to Mrs. Sara Foxworthy, school bus driver. She was recognized for 33 years of driving the school bus without an accident or injury. She was also honored by the State of California, she is the first in the State of California to receive this award.

3.2 Special Recognition – River Cats Representative for donations given to Lincoln High School

Both Ms. Sharon Singleton, and Ms. Jan Caldwell recognized Mr. Tony Asaro, Director of Community Relations from the Sacramento River Cats for their generous contributions made to Lincoln High School. Grant monies, game tickets, and shirts for students and involvement during Career Fair

4. CONSENT AGENDA

A motion was made by Mrs. Robert, seconded by Mrs. Sonnenburg, and passed by unanimous roll call vote, the Board of Trustees took action to approve the Consent Agenda as listed.

4.1 Approval of Minutes
  a. Regular Meetings of May 4 & 18, 2004

4.2 Approval of Warrants

4.3 Ratification of Personnel Items

a. Certificated:

a.1 Ratification of Certificated Resignation:
Kristina Drlik, 4th Grade Teacher - CCC
Nicole Schug, Kindergarten Teacher - FSS

a.2 Ratification of Certificated Retirement(s) – None

b. Classified:

b.1 Ratification of Classified Employment:
Judi Butters – Secretary 1 – TBE
Ana Marie Peek – Food Service - TBE
Marcy Waterman –Campus/Cafeteria Supervisor - TBE

b.2 Ratification of Classified Resignation –None

b.3 Ratification of Classified Transfer:
Teresa Hawkins

4.4 Adoption of Resolution Establishing A Reduction of Classified Position Hours.

5. 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.

6. REPORTS & COMMUNICATION

Advisory Representative from Lincoln High School: Andrea Ayala - Not in Attendance

Western Placer Teacher's Association: Mike Agrippino, President, read the following prepared statement: "It is an honor and a privilege for me to represent the Western Placer Teachers Association for the 2004-05 school year. I would like to commend this year's Teachers Association Executive Board, the District, and the School Board for their hard work and commitment to communicating and working together for the betterment of Western Placer. One of the main goals for the Association in the coming school year will be to continue to build on the successes of past years. Teachers want to contribute to the success of our district and we believe our input is valuable and helpful. With this in mind, I would like to schedule meetings with individual board members and district officials during the summer. In this way we can begin to prepare for the upcoming school year. Thank you".

Western Placer Classified Employee Association: Joe Ross not in attendance

District Superintendent, Roger Yohe: Reported on the ground breaking of the Stadium, and the Open House for the High School Construction Class. The class may be looking at building two houses next year because of the great response of students interested in the class for next year. He also handed out and reviewed the "End of the Year Report" and the "Superintendent's Evaluation" booklet. The board members will have a close session meeting for Superintendent's evaluation, they will then meet with the Superintendent.

Assistant Superintendent, Jay M. Stewart: Reported on the status of the stadium. He met with high school staff regarding items that were removed from the contract for financial purposes. A list of items, along with pricing will be brought to the June 15th board meeting. The District can look into local community clubs, booster club and the City to help fund some of the outstanding pieces to the project.

Assistant Superintendent, Scott Leaman: Program Focus Area: California High School Exit Exam – Mr. Leaman reviewed a graph he handed out regarding California High School Exit Exam passing rates. He is in the process of dealing with retention appeal procedures. He informed the Board that STAR another after school program will be providing after school care along with the 4-H Program. We're currently working with STAR as being the childcare provider for Twelve Bridges Elementary. Reported the Prop 10 Preschool program will not be continuing next year.

Bob Noyes, Personnel Director: not in attendance

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 (D/A) APPROVAL OF THE CLASSIFIED EMPLOYEE'S RECLASSIFICATION STUDY – Noyes *(03-04 G & O Component IV-V)*

•The Western Placer Unified School district has not reviewed its classified employee positions in over ten years. In order to rectify this situation, the District and the Western Placer Classified Employees' Association agreed to review and reclassify as appropriate all classified employee positions over a three-year period. Since the cost to perform this study through an outside agency was so expensive, a committee was formed to conduct the study in-house.

A motion was made by Mr. Mentze, seconded by Mrs. Roberts, and approved by a unanimous vote to accept the classified employee's reclassification study.

7.2 (D/A) APPROVE THE FY 2003-04 THIRD INTERIM REPORT – Stewart *(03-04 G & O Component IV-V)*

•The FY-2003-04 Third Interim Report provides a fiscal status report of the District's financial records as of April 30, 2004.

After some discussion a motion was made by Mrs. Roberts, seconded by Mrs. Sonnenburg, and approved by a unanimous vote to approve the FY 2003-04 third interim report.

7.3 (D/A) SELECTION OF BOARD MEMBER TO SERVE ON BOARD OF DIRECTORS FOR THE WESTERN PLACER EDUCATION FOUNDATION – Yohe *(03-04 G & O Component IV)*

•The Education Foundation approved an amendment to their by-laws to include two school board trustees to the Board of Directors. Both trustees will have voting status. The Board of Trustees need to have a discussion on this matter and select a second member of the board to represent them on the Western Placer Education Foundation Board of Directors.

A motion was made by Mr. Long, seconded by Mr. Mentze, and approved that Mr. Long and Mr. Sonnenburg serve as members of the Western Placer Education Foundation Board.

8. COMMENTS - 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
- Carlin C. Coppin Elementary School Land Plan/Gladding Parkway
- Budget Suspensions for the 2004/05 School Year

8.2 BOARD MEMBER REPORTS/COMMENT

Karen Roberts: Reported on the Senior Awards Night at Lincoln High School. A meeting will be set up for the Superintendent's Evaluation.
Dennis Sonnenburg: Just returned from vacation from India, nice to be back.
James McLeod: Will not be at the next board meeting will be on vacation.
Earl Mentze: - No report
Paul Long: Reported on the FFA banquet, the best he's every attended, certificate of appreciation were awarded to board members. Asked for a "thank you" to be sent to Mr. Trueblood. Retirement dinner was very nice, thanked Kris Knutson and the other associations for a great job.

9. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
  >June 15, 2004, 7:00 p.m., Lincoln High School Performing Arts Building
  Tentative Closed session on June 22nd @ 6:00 Staff Development Room for Superintendent's Evaluation.

10. ADJOURNMENT

With no further business, the meeting was adjourned at 8:45 p.m.

Paul Long, President

Karen Roberts, Clerk

Roger R. Yohe, Superintendent

Rosemary Knutson, Secretary to Superintendent

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

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WESTERN PLACER UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
June 15, 2004, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS BUILDING
790 "J" STREET, LINCOLN, CA

MINUTES

2003-2004 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.

5:30 P.M. OPEN SESSION - Administrative Conference Room – D.O.

1. Call to Order
2. Announce Closed Session Items
3. Adjourn to Closed Session

5:35 P.M. CLOSED SESSION - Administrative Conference Room – D.O.

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

a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #03/04 X

b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 03/04 Y

2. STUDENT RETENTION APPEAL, PURSUANT TO BP 5123

a. Student Retention Appeal #03/04 1
b. Student Retention Appeal #03/04 2
c. Student Retention Appeal #03/04 3
d. Student Retention Appeal #03/04 4
~~e. Student Retention Appeal #03/04 5~~ (withdrew appeal)
f. Student Retention Appeal #03/04 6

3. ADJOURN TO OPEN SESSION

7:00 P.M. OPEN SESSION – Performing Arts Building – LHS

Members Present
Paul Long, President
Karen Roberts, Clerk
Earl Mentze, Member
Dennis Sonnenburg, Vice President

Member Absent
James McLeod, Member

Others Present
Scott Leaman, Assistant Superintendent of Instructional Services
Jay Stewart, Assistant Superintendent of Business Services
Bob Noyes, Personnel Director
Rosemary Knutson, Secretary to the Superintendent

Press – Hank Lawson, Lincoln News Messenger
Student- Andrea Ayala, LHS Student Advisory Representative – Not in attendance

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

2.1 STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918
a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #02/03 X
b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion # 02/03 Y

A motion was made by Mrs. Roberts, seconded by Mr. Mentze, and passed by unanimous vote, to approve the panel's discussion as amended on Student #03/04 X and Student #03/04 Y

2.2 STUDENT RETENTION APREAL, PURSUANT TO BP 5123
a. Student Retention Appeal #03/04 1
b. Student Retention Appeal #03/04 2
c. Student Retention Appeal #03/04 3
d. Student Retention Appeal #03/04 4
e. ~~Student Retention Appeal #03/04 5~~ (withdrew appeal)
f. Student Retention Appeal #03/04 6

A motion was made by Mrs. Roberts, seconded by Mr. Sonnenburg, and passed by unanimous vote to approve Student Retention Appeals #03/04 1, #03/04 2, #03/04 3 with amendments as provided to the parents. A motion was made by Mrs. Roberts, seconded by Mr. Sonnenburg, and passed by unanimous vote to deny Student Retention Appeals #03/04 4 and #03/04 6 to uphold Teachers recommendation.

3. SPECIAL ORDER OF BUSINESS
Added Item
The FFA President was present to give appreciation awards to Mr. Sonnenburg and Mrs. Roberts for the support of the School Farm.

4. CONSENT AGENDA

A motion was made by Mr. Sonnenburg, seconded by Mrs. Roberts, and passed by unanimous roll call vote, the Board of Trustees to action to approve consent agenda as listed

4.1 Ratification of Personnel Items

a. Certificated:

a.1 Ratification of Certificated Resignation:
Carla Heinecke – RSP – FSS
Kristina Drlik – 4th Grade Teacher – CCC
Nicole Schug – Kindergarten Teacher – FSS
Sabrina Ketchum – English Teacher – LHS

a.2 Request for Leave of Absence – Paula DePaoli

b. Classified:

b.1 Ratification of Classified Employment:
Ernesto Sanchez – Custodian/Groundsman - COE

b.2 Ratification of Classified Transfer:
Kelle LeBeau – Library/Computer Lab Technician – Sher to COE
Clementina Hoyos – Food Service Assistant – LHS to GEMS
Kathy Johnson – Instructional Aide- .25 FTE to .50 FTE - CCC

c. Administration:

c.1 Joseph Nokes – Elementary Principal – COE

c.2 Jeremy Lyche – Elementary Principal – TBE

4.2 Approve Resolution 03/04 .40 to Authorize Designated Personnel to Sign Contract Documents for Fiscal Year

4.3 Ratify Blackburn Consulting's Geotechnical Observation and Testing Services proposal for the Foskett Ranch Elementary School.

4.4 Mentor Teacher Approval

4.5 Peer Assistance and Review End-of-Year Report

4.6 Approve the State Preschool Subcontract Between the Western Placer Unified School District and the Placer Community Action Council for $193,970.00

4.7 Approve the Resolution 03/04.42 Authorizing End-of-Year Transfers.

5. 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.

6. REPORTS & COMMUNICATION

Advisory Representative from Lincoln High School: Andrea Ayala – Not in Attendance.

Western Placer Teacher's Association: Mike Agrippino - No report
Western Placer Classified Employee Association: Joe Ross - Not in Attendance
District Superintendent, Roger Yohe: Not in Attendance
Assistant Superintendent, Jay M. Stewart: Reported on all groundbreakings that have taken place, they went well. Twelve Bridges Elementary construction is in full swing. Playground equipment is going in, furniture will be delivered on July 6th.
Assistant Superintendent, Scott Leaman: Program Focus Area: Curricular Report – Mr. Leaman reported on summer school, also reported on the Curricular report enclosed. Working on GATE changes. Met with new teachers at Twelve Bridges Elementary regarding curriculum. STAR childcare will be implemented at Twelve Bridges Elementary.
Bob Noyes, Personnel Director: Reported that Twelve Bridges Elementary is fully staffed, and students are enrolling.

7. PUBLIC HEARING

7.1 ESTABLISH LEVEL I SCHOOL MITIGATION FEES

•The District is proposing to impose Level I school mitigation fees of $2.24 per square foot for residential development, and $ .36 per square foot for commercial development. This proposal was publicly noticed in the Lincoln News-Messenger. This hearing provides opportunity for interested members of the public to comment on the proposal. The fees are effective sixty days after adoption.

7.2 ADOPTION OF THE FY 2004-05 BUDGET

•This public hearing provides the community the opportunity to ask questions and provide comments regarding the adoption of the District's FY 2003-04 budget.

8. ♦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.

8.1 (D/A) RATIFY THE TENTATIVE AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE WESTERN PLACER CLASSIFIED EMPLOYEES' ASSOCIATION TO AMEND ARTICLE VI, PARAGRAPH D OF THE CONTRACT – **Stewart** *(03-04 G & O Component IV-V)*

4.1.10

•Historically bus drivers pay period runs from 16th to the 15th of each month. This pay structure necessitated that the drivers be paid on the first day of each month, instead of the last workday of each month like other regular employee in the district. In an effort to standardize their payrolls for all of the school districts in Placer County, we were asked to adjust our bus driver payroll process. This action will put the bus drivers on the same payroll cycle as everyone else.

A motion was made by Mrs. Roberts, seconded by Mr. Sonnenburg, and approved by unanimous vote to ratify the tentative agreement between Western Placer Unified School District and District Buss Drivers.

8.2 (D/A) **APPROVE THE CONFIDENTIAL EMPLOYEE RECLASSIFICATION STUDY EFFECTIVE JULY 1, 2004 - Stewart** *(03-04 G & O Component IV-V)*

•The second year of the two-year salary and benefit agreement with the confidential employees stipulated that a reclassification study would be performed and then implemented as of July 01, 2004. Those positions that were not reclassified would instead receive a 1.50% salary increase. The total cost for the confidential employees' salary improvement is $24,036. This increase was already reflected in the District's multi-year projections.

A motion was made by Mr. Sonnenburg, seconded by Mrs., Roberts, and approved by unanimous vote to approve the confidential employee reclassification study effective July 1, 2004.

8.3 (D/A) **APPROVE THE CERTIFICATED MANAGEMENT EMPLOYEE SALARY IMPROVEMENT EFFECTIVE JULY 1, 2004 – Stewart** *(03-04 G & O Component IV-V)*

•The second year of the two-year salary and benefit agreement with the certificated management employees stipulated that a salary comparison would be performed with neighboring school districts and implemented as of July 1, 2004. Those positions that were found to be in line with the comparison school district would instead receive a 1.50% salary increase. The remainder of the certificated management positions will receive a 1.50% salary increase. This increase was already reflected in the District's multi-year projections.

A motion was made by Mrs. Roberts, seconded by Mr. Mentze, and approved by unanimous vote to approve the certificated management employee salary improvement effective July 1, 2004.

8.4 (D/A) **ADOPT DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS – Noyes** *(04 G & O Component IV)*

4.1.11

•Each year the District must declare that there is an insufficient number of certificated persons who meet the district's employment criteria for the positions listed on the attached form. The declaration shall remain in force until June 30, 2005.

A motion was made by Mrs. Roberts, seconded by Mr. Sonnenburg, and approved by unanimous vote to adopt declaration of need for fully qualified educators.

8.5 (D/A) **APPROVE RESOLUTION 03/04.41 TO ESTABLISH SCHOOL FEES – Stewart** *(03-04 G & O Component IV)*

•The attached resolution authorizes the District to impose Level I school mitigation fees of $2.24 per square foot for residential development, and $.36 per square foot for commercial development. The fees are effective sixty days after the adoption of the resolution. The District is currently performing a Level II study, which may allow the school district to charge a higher fee.

A motion was made by Mrs. Roberts, seconded by Mr. Mentze, and approved by a unanimous roll call vote to approve Resolution 03/04.41 to establish school fees.

8.6 (D/A) **APPROVAL OF THE PROPOSED INCREASE IN SCOPE TO THE LINCOLN HIGH SCHOOL ATHLETIC COMPLEX – Stewart** *(03-04 G & O Component IV-V)*

•A review and recommendation will be provided to the Board of Trustees regarding the potential of expanding the scope of the Lincoln High Athletic Complex.

Mr. Stewart presented and reviewed a list of items for the Lincoln High Athletic Complex. After some discussion a motion was made by Mr. Mentze, seconded by Mrs. Roberts, and approved by unanimous vote that we approved the increase in scope to the Lincoln High School Athletic complex.

8.7 (D/A) **ADOPTION OF THE FY 2004-05 DISTRICT BUDGET AND THE APPROVAL OF THE STATE FINANCIAL REPORTS – Stewart** *(03-04 G & O Component IV-V)*

•The FY 2004-05 District budget and State financial reports will be presented to the Board of Trustees for review and discussion.

Mr. Stewart reported that this up coming year would be a very tight year. We will have a 1.5 reserve. We will be required to be at 3% the following year. After some discussion a motion was made by Mrs. Roberts,

seconded by Mr. Sonnenburg, and approved by unanimous vote to adopt the FY 2004-05 district budget.

8.8 (D/A) APPROVE THE RESOLUTION 03/04.43 APPROVING THE EXECUTION AND DELIVERY OF CERTAIN AGREEMENTS AND DOCUMENTS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF THE 2004A CERTIFICATES OF PARTICIPATION ON BEHALF OF THE DISTRICT AND OTHER MATTERS RELATED THERETO – Stewart *(03-04 G & O Component IV-V)*

•The attached resolution and supporting documents authorize the District to issue its $35,000,000.00 certificates of participation for construction of the Twelve Bridges Middle School.

A motion was made by Mr. Mentze, seconded by Mrs. Roberts, and approved by unanimous roll call vote to approve Resolution 03/04.43 approving the execution and delivery of certain agreements and documents in connection with the execution and deliver of the 2004A Certificates of participation on behalf of the district and other matters related thereto.

9. COMMENTS - BOARD OF TRUSTEES

9.1 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
- Carlin C. Coppin Elementary School Land Plan/Gladding Parkway
- Budget Suspensions for the 2004/05 School Year

9.2 BOARD MEMBER REPORTS/COMMENTS

The Board of Trustees asked Mr. Leaman to bring information regarding retention policies and procedures to the August 17th Board meeting.

Mr. Joe Nokes, Principal for Creekside Oaks Elementary was introduced to the Board of Trustees.

Dennis Sonnenburg: No report
Earl Mentze: Commented on allowing other churches to participate in donations for our district.

Karen Roberts: Felt we should put something out to the community and contact the News messenger for needs of the High School Stadium. Invited Board members to meet at her house for the June 22nd, at 6:00 p.m. closed session meeting regard evaluation of the Superintendent.
Paul Long: Reported on the Glen Edwards Golf Tournament to raise funds for Woodleaf.

10. ESTABLISHMENT OF NEXT MEETING (S)

- The President will establish the following meeting(s):
  >August 3, 2004, 7:00 p.m., Lincoln High School Performing Arts Building

11. ADJOURNMENT

With not further business meeting was adjourned at 8:10 p.m.

Paul Long, President

Karen Roberts, Clerk

Roger R. Yohe, Superintendent

Rosemary Knutson, Secretary to the Superintendent

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

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4.1.14

MISSION STATEMENT Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy ___ Complies with Site Plan (LIP)___
2. Fosters a safe, caring environment where individual differencesare valued and respected.	Complies with Governance & Management Document ___ Complies with Mission Statement___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart___
4. Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.	Personnel Sign-Off by B. Noyes___ Program Sign Off by S. Leaman___
	SBLT Involvement ___ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Approval of Warrants

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Trudy Wilson, Director
Business Services

ENCLOSURES:
Warrants may be found at
www.wpusd.k12.ca.us

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the June 2004 board meeting.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the warrants as submitted.

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WARRANT REGISTER FOR WARRANTS DATED 07/22/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08735974	008869	ABE JANITORIAL	22	00	1,666.13	08735975	000140	ASSOCIATION OF CA SCHOOL	22	00	1,231.60
08735976	006867	B.Z. SERVICE STATION	22	00	562.42	08735977	006916	BURGER PHYSICAL THERAPY &	22	00	255.00
08735978	004513	BUTTES PIPE & SUPPLY CO	22	00	156.56	08735979	006060	CALTRONICS BUSINESS SYSTE	22	00	81.27
08735980	008192	CBG SERVICES INC	22	00	1,200.00	08735981	007720	CITY OF LINCOLN	22	00	10,224.81
08735982	006546	CLARK PEST CONTROL	22	00	64.00	08735983	011025	CODESP	22	00	1,750.00
08735984	008700	CONTINENTAL ATHLETIC SUPP	22	00	11,924.46	08735985	008749	CROCKER ART GALLERY	22	00	56.00
08735986	011407	E-WASTE SOLUTIONS INC.	22	00	290.00	08735987	012610	FAR WEST RENTS & READY MI	22	00	70.00
08735988	011405	FISHMAN SUPPLY COMPANY	22	00	7,735.18	08735989	001816	FORSTER HEATING	22	00	8,855.00
08735990	010671	ROBERTA GILES	22	00	36.61	08735991	002027	GIRARD & VINSON	22	00	5,644.00
08735992	011400	GOLD COUNTRY TRACTORS INC	22	00	141.51	08735993	015040	GOLD RUSH AUTO PARTS	22	00	1,076.00
08735994	011401	BETTY GORDON	22	00	10.00	08735995	011402	DAVID GORDON	22	00	10.00
08735996	001701	HAWTHORNE EDUCATIONAL SER	22	00	77.00	08735997	008281	HILLYARD	22	00	12,263.73
08735998	010984	LEADER SERVICES	22	00	351.60	08735999	002271	LINGUI SYSTEMS INC	22	00	468.40
08736000	008189	MBNA AMERICA BUSINESS CAR	22	00	66.07	08736001	023380	MISSION LINEN SUPPLY	22	00	1,444.46
08736002	020840	MOUNTAIN CLEAR WATER COMP	22	00	149.50	08736003	004272	NORMAC	22	00	504.43
08736004	010306	THE OMNI GROUP	22	00	3,550.00	08736005	026460	PACIFIC GAS AND ELECTRIC	22	00	761.64
08736006	005067	PIONEER DRAMA SERVICE	22	00	52.28	08736007	007787	PITNEY BOWES CREDIT CORP	22	00	120.00
08736008	004100	PJ'S MAIL & PARCEL SERVIC	22	00	7.06	08736009	028020	PLACER COUNTY OFFICE OF E	22	00	3,042.20
08736010	029100	QUILL CORPORATION	22	00	2,432.43	08736011	001980	SASS	22	00	3,003.48
08736012	026400	SBC	22	00	5,693.71	08736013	011323	SBC - LONG DISTANCE SERVI	22	00	88.59
08736014	009691	SHERIDAN NURSERY INC	22	00	119.37	08736015	011408	HOLLY SHIMA	22	00	222.50
08736016	002891	SIERRA OFFICE SUPPLIES &	22	00	1,016.31	08736017	034160	SOLON FIRE CONTROL	22	00	1,137.32
08736018	011154	SOUNDWAVE CENTER FOR HEAR	22	00	840.00	08736019	010414	SPEECH & LANGUAGE THERAPY	22	00	720.00
08736020	001672	THE SPEECH BIN	22	00	1,208.85	08736021	011122	THE SPEECH PATHOLOGY GROU	22	00	5,280.00
08736022	002732	PEGGY STEWART	22	00	11.25	08736023	001904	SUPER DUPER SCHOOL COMPAN	22	00	2,234.76
08736024	003016	SWRCB/STATE WATER RESOURC	22	00	200.00	08736025	009522	TIDMORE FLAGS	22	00	41.75
08736026	003335	TURPIN'S CARWASH	22	00	68.20	08736027	002307	THE UNISOURCE CORPORATION	22	00	1,468.25
08736028	006241	VENTURA CO SUPT. OF SCHOO	22	00	63.72	08736029	038620	W.W. GRAINGER INC.	22	00	1,616.81
08736030	007153	WESTERN PSYCHOLOGICAL SER	22	00	247.75	08736031	002373	WILSON WAY TIRE	22	00	1,105.62
08736032	006591	CHUCK YOUTSEY	22	00	43.99	08736033	026400	SBC	22	00	25.80
08736034	026400	SBC	22	00	82.70	08736035	008869	ABE JANITORIAL	22	00	256.33
08736036	011129	BANC OF AMERICA SECURITIE	22	00	6,713.11	08736037	007914	BLACKBURN CONSULTING	22	00	33,250.22
08736038	008017	BNY WESTERN TRUST COMPANY	22	00	4,165.80	08736039	010137	COTTON/BRIDGES & ASSOCIAT	22	00	1,412.45
08736040	005298	CYBERGUYS!	22	00	1,352.18	08736041	012610	FAR WEST RENTS & READY MI	22	00	70.00
08736042	011398	FIBERDYNE LABS INC.	22	00	2,529.16	08736043	011405	FISHMAN SUPPLY COMPANY	22	00	1,288.30
08736044	008281	HILLYARD	22	00	1,022.63	08736045	010541	NCS PEARSON INC.	22	00	2,819.30
08736046	011018	NTD / EDGE DESIGN BUILDER	22	00	478,623.96	08736047	005792	NTD/STICHLER	22	00	197,053.78
08736048	011138	SCHOOL CONSTRUCTION COMPL	22	00	18,773.73	08736049	003016	SWRCB/STATE WATER RESOURC	22	00	569.00
08736050	002307	THE UNISOURCE CORPORATION	22	00	1,179.74	08736051	019720	KRONICK MOSKOVITZ TIEDEMA	22	00	3,261.97
08736052	006425	STATE BOARD OF EQUALIZATI	22	00	67.45	08736053	000527	STATE BOARD OF EQUILIZATI	22	00	8,579.98
08736054	008137	CAL-NEVA SLUSH COMPANY	22	00	204.60	08736055	009360	CRYSTAL CREAM & BUTTER CO	22	00	2,554.45
08736056	000113	GLEN EDWARDS MIDDLE SCHOO	22	00	127.62	08736057	000686	INTERSTATE BRANDS CORP	22	00	32.10
08736058	023380	MISSION LINEN SUPPLY	22	00	67.25	08736059	009147	NOR-CAL PRODUCE INC	22	00	36.12
08736060	007758	SACRAMENTO RENDERING CO.	22	00	27.00	08736061	000527	STATE BOARD OF EQUILIZATI	22	00	1,545.52
08736062	000527	STATE BOARD OF EQUILIZATI	22	00	159.50	08736063	011404	LLL SYCAMORE VENTURES	22	00	16,033.72

WARRANT REGISTER FOR WARRANTS DATED 07/22/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT

TOTAL AMOUNT OF ALL WARRANTS $888,649.05***

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WARRANT REGISTER FOR WARRANTS DATED 07/15/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08735056	011397	ACADEMIC ENTERTAINMENT IN	22	00	525.00	08735057	004071	AIRGAS	22	00	395.52
08735058	005142	BANK OF AMERICA	22	00	235.85	08735059	000072	BEAR RIVER SUPPLY INC	22	00	775.00
08735060	004883	CSU SACRAMENTO	22	00	260.00	08735061	009482	MARILOU EDWARDS	22	00	990.10
08735062	004827	EYE ON EDUCATION	22	00	399.38	08735063	013040	FOLLETT LIBRARY RESOURCES	22	00	994.71
08735064	003106	FREDRIC H. JONES & ASSOC	22	00	325.00	08735065	010259	GEORGETOWN DIVIDE SUPPLY	22	00	127.98
08735066	011128	HAL-LEONARD CORPORATION	22	00	50.00	08735067	003096	THE HAMPTON-BROWN COMPANY	22	00	584.61
08735068	011175	BARRET HESS	22	00	228.59	08735069	022460	HOUGHTON MIFFLIN COMPANY	22	00	190.59
08735070	018840	JOSTENS INC	22	00	23.30	08735071	020820	LINCOLN HIGH SCHOOL	22	00	110.00
08735072	002559	NORTHERN ENERGY	22	00	39.20	08735073	004683	OFFICE DEPOT	22	00	86.08
08735074	000068	ORIENTAL TRADING COMPANY	22	00	145.45	08735075	007959	PHIL TULGA EDUCATIONAL	22	00	345.00
08735076	004545	POSTMASTER	22	00	242.00	08735077	011030	POSTMASTER	22	00	517.10
08735078	002618	RISO PRODUCTS OF SAC INC	22	00	2,526.00	08735079	006973	ROCKLIN HYDRALICS	22	00	902.04
08735080	004440	SAM'S CLUB DIRECT	22	00	116.17	08735081	003239	SCANTRON CORPORATION	22	00	31.84
08735082	000128	SCHOLASTIC INC	22	00	419.55	08735083	006185	SIERRA HAY & FEED	22	00	6.99
08735084	002891	SIERRA OFFICE SUPPLIES &	22	00	48.76	08735085	005247	TOFFT ACE HARDWARE	22	00	602.18
08735086	000283	MIKE TRUEBLOOD	22	00	736.78	08735087	002669	VERIZON WIRELESS	22	00	21.08
08735088	005468	J WESTON WALCH PUBLISHER	22	00	84.20	08735089	039880	WISHING WELL ENTERPRISES	22	00	95.93
08735090	006976	JOHN WYATT	22	00	50.00	08735091	003208	XEROX CORPORATION	22	00	898.62
08735092	007939	RITA ZIPP	22	00	74.26	08735093	002891	SIERRA OFFICE SUPPLIES &	22	00	51.46

TOTAL AMOUNT OF ALL WARRANTS $14,256.32***

APY220 H.02.03 PLACER COUNTY OFFICE OF EDUCATION 07/08/04 PAGE 1

WARRANT REGISTER FOR WARRANTS DATED 07/09/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08733842	000059	ADVANCED INTEGRATED PEST	22	00	910.00	08733843	004071	AIRGAS	22	00	30.03
08733844	000140	ASSOCIATION OF CA SCHOOL	22	00	983.45	08733845	002037	AT&T WIRELESS SERVICES	22	00	37.99
08733846	005845	AUBURN PLACER DISPOSAL SE	22	00	3,510.89	08733847	005770	BEELER TRACTOR COMPANY IN	22	00	123.78
08733848	000205	CA BUS SALES	22	00	125.96	08733849	010795	CALPERS	22	00	4,721.00
08733850	007984	CHEVRON	22	00	306.40	08733851	008524	CITICORP VENDOR FINANCE I	22	00	713.58
08733852	009998	DANG ELECTRIC	22	00	1,735.00	08733853	002863	DELTA WIRELESS INC	22	00	22,899.38
08733854	008281	HILLYARD	22	00	1,239.93	08733855	020820	LINCOLN HIGH SCHOOL	22	00	145.00
08733856	004577	MCS EDUCATION SERVICES IN	22	00	1,862.50	08733857	011189	COLLEEN MOSS	22	00	67.68
08733858	000119	TRACY MURPHY	22	00	338.00	08733859	026460	PACIFIC GAS AND ELECTRIC	22	00	17,331.21
08733860	008069	RAY MORGAN COMPANY INC	22	00	6,250.84	08733861	001786	SPURR	22	00	1,208.78
08733862	010816	STARSTREAM COMMUNICATIONS	22	00	50.95	08733863	001151	STATE OF CALIFORNIA	22	00	160.00
08733864	036880	TOFFT ACE HARDWARE	22	00	457.36	08733865	006413	PEGGY TURNER	22	00	100.00
08733866	003335	TURPIN'S CARWASH	22	00	14.00	08733867	002669	VERIZON WIRELESS	22	00	1.39
08733868	003569	VERIZON WIRELESS MESSAGIN	22	00	138.75	08733869	001999	WENSTROM CONSTRUCTION	22	00	810.00
08733870	007762	ELENA YEPEZ	22	00	55.08	08733871	009998	DANG ELECTRIC	22	00	1,500.00
08733872	005594	DENNIS MARINAC	22	00	8,984.00	08733873	011258	MARKETWARE TECHNOLOGIES	22	00	7,759.55
08733874	011062	WALLACE-KUHL & ASSOCIATES	22	00	12,263.05	08733875	004966	WESTAMERICA BANK	22	00	58,135.57
08733876	006157	MUNICIPAL FINANCE CORPORA	22	00	6,961.84	08733877	008287	BOB PIERCE	22	00	55.00

TOTAL AMOUNT OF ALL WARRANTS $161,987.94***

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APY220 H.02.03 PLACER COUNTY OFFICE OF EDUCATION 06/10/04 PAGE 1

WARRANT REGISTER FOR WARRANTS DATED 06/10/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08727533	005865	A-Z BUS SALES INC	22	00	56.58	08727534	000059	ADVANCED INTEGRATED PEST	22	00	910.00
08727535	004071	AIRGAS	22	00	30.03	08727536	000205	CA BUS SALES	22	00	227.86
08727537	007984	CHEVRON	22	00	87.64	08727538	009141	EDUCATIONAL INNOVATIONS I	22	00	235.93
08727539	010603	FISHER SCIENCE EDUCATION	22	00	40.48	08727540	013040	FOLLETT LIBRARY RESOURCES	22	00	760.58
08727541	002027	GIRARD & VINSON	22	00	3,077.00	08727542	006381	GOLD COUNTRY CLASSIFIED I	22	00	23.79
08727543	015040	GOLD RUSH AUTO PARTS	22	00	320.59	08727544	016160	HARCOURT INC	22	00	881.10
08727545	010914	CHRISTINE HAWLEY	22	00	200.00	08727546	008281	HILLYARD	22	00	159.80
08727547	009669	J & A HANDY-CRAFTS INC.	22	00	376.07	08727548	002286	KINKO'S INC.	22	00	2,626.35
08727549	000389	LAKESHORE LEARNING MATERI	22	00	99.49	08727550	010984	LEADER SERVICES	22	00	90.25
08727551	008668	LINDA SAW & MOWER SHOP	22	00	108.81	08727552	020840	MOUNTAIN CLEAR WATER COMP	22	00	73.50
08727553	024840	NEVADA IRRIGATION DISTRIC	22	00	123.85	08727554	009348	OTTER CREEK INSTITUTE	22	00	138.00
08727555	026400	PACIFIC BELL	22	00	494.58	08727556	026460	PACIFIC GAS AND ELECTRIC	22	00	812.70
08727557	010637	PARAGON SCHOOL	22	00	6,181.45	08727558	010969	PARTY AMERICA	22	00	362.60
08727559	005067	PIONEER DRAMA SERVICE	22	00	132.32	08727560	029100	QUILL CORPORATION	22	00	202.70
08727561	029400	RAINBOW MARKET	22	00	178.26	08727562	006852	TERESA RASOR	22	00	80.68
08727563	008381	RAY MORGAN COMPANY INC	22	00	115.48	08727564	011267	RENAISSANCE LEARNING INC	22	00	406.81
08727565	002406	ROUND TABLE PIZZA	22	00	49.50	08727566	004860	S & S WORLDWIDE	22	00	102.23
08727567	000128	SCHOLASTIC INC	22	00	94.49	08727568	010550	SIERRA SPRING WATER CO.	22	00	32.25
08727569	011383	KATHLEEN S. SNYDER	22	00	500.00	08727570	011154	SOUNDWAVE CENTER FOR HEAR	22	00	480.00
08727571	010414	SPEECH & LANGUAGE THERAPY	22	00	450.00	08727572	001786	SPURR	22	00	1,401.28
08727573	003775	USI INC	22	00	111.35	08727574	038620	W.W. GRAINGER INC.	22	00	91.08
08727575	011347	KECIA WALSH	22	00	30.00	08727576	007196	WESTERN PLACER WASTE	22	00	57.89
08727577	006591	CHUCK YOUTSEY	22	00	81.55	08727578	005792	NTD/STICHLER	22	00	203,468.44
08727579	011062	WALLACE-KUHL & ASSOCIATES	22	00	5,186.15	08727580	010712	NORTHERN CALIF. CONSTRUCT	22	00	9,411.00
08727581	009504	JENNIFER CHANDLER	22	00	12.00	08727582	010095	MICHELE W. CHAPMAN	22	00	68.99
08727583	005443	COSTCO	22	00	251.56	08727584	009392	ENSLOW PUBLISHERS INC.	22	00	203.55
08727585	005638	ANDREW GILLESPIE	22	00	510.60	08727586	003281	HOME DEPOT	22	00	250.00
08727587	000191	SANDRA MAGDALENO	22	00	114.00	08727588	007350	THE MUSIC STORE	22	00	208.13
08727589	024240	NASCO MODESTO	22	00	122.61	08727590	000068	ORIENTAL TRADING COMPANY	22	00	161.69
08727591	010305	DANA ROBERTS	22	00	37.02	08727592	002406	ROUND TABLE PIZZA	22	00	149.51
08727593	011322	JOANN SKINNER KITA	22	00	50.00	08727594	010215	LYNN SMITH	22	00	948.09
08727595	006094	SHERI STONE	22	00	177.24	08727596	005247	TOFFT ACE HARDWARE	22	00	6.83
08727597	001061	KAREN WOLD	22	00	166.54	08727598	003208	XEROX CORPORATION	22	00	3,758.53
08727599	011344	BOYD COFFEE COMPANY	22	00	618.54	08727600	009360	CRYSTAL CREAM & BUTTER CO	22	00	5,158.26
08727601	001778	THE DANIELSEN COMPANY	22	00	383.12	08727602	000686	INTERSTATE BRANDS CORP	22	00	43.98
08727603	023380	MISSION LINEN SUPPLY	22	00	263.12	08727604	003398	OFFICE MAX CREDIT PLAN	22	00	193.41
08727605	011033	PAPPA JOHN'S PIZZA	22	00	589.00	08727606	010599	PEPSI BOTTLING GROUP	22	00	662.12
08727607	029400	RAINBOW MARKET	22	00	20.00	08727608	011348	SLP FOOD DISTRIBUTION	22	00	31.05
08727609	011384	INC. RIVER CITY BUILDERS	22	00	455.92						

TOTAL AMOUNT OF ALL WARRANTS $256,777.90***

H.2.05

APY220 H.02.03

PLACER COUNTY OFFICE OF EDUCATION
WARRANT REGISTER FOR WARRANTS DATED 06/04/2004
SCHOOLS COMMERCIAL REVOLVING FUND

06/03/04 PAGE 1

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08725770	008869	ABE JANITORIAL	22	00	906.53	08725771	011190	ACTION HOME NURSING SERVI	22	00	2,660.00
08725772	003161	AT&T	22	00	30.54	08725773	005845	AUBURN PLACER DISPOSAL SE	22	00	4,115.56
08725774	010421	ERSULA BOMBARD	22	00	50.00	08725775	006916	BURGER PHYSICAL THERAPY &	22	00	85.00
08725776	006060	CALTRONICS BUSINESS SYSTE	22	00	87.57	08725777	008524	CITICORP VENDOR FINANCE I	22	00	713.58
08725778	000391	FEDEX	22	00	59.83	08725779	008173	IMAX THEATER	22	00	422.00
08725780	007516	TRACEY LILLIE	22	00	153.34	08725781	011378	DAVE LUCCI	22	00	75.00
08725782	010337	THE MOBILE STORAGE UNIT	22	00	197.08	08725783	020840	MOUNTAIN CLEAR WATER COMP	22	00	89.00
08725784	026460	PACIFIC GAS AND ELECTRIC	22	00	346.07	08725785	028020	PLACER COUNTY OFFICE OF E	22	00	5,647.50
08725786	006852	TERESA RASOR	22	00	63.00	08725787	008069	RAY MORGAN COMPANY INC	22	00	6,250.84
08725788	005196	THE SACRAMENTO BEE INC	22	00	83.20	08725789	002891	SIERRA OFFICE SUPPLIES &	22	00	60.50
08725790	010550	SIERRA SPRING WATER CO.	22	00	7.70	08725791	011122	THE SPEECH PATHOLOGY GROU	22	00	3,740.00
08725792	010816	STARSTREAM COMMUNICATIONS	22	00	50.95	08725793	011377	STRATEGIES	22	00	50.00
08725794	011381	JORDAN TATOSIAN	22	00	275.00	08725795	010529	TOFFT ACE HARDWARE	22	00	33.81
08725796	011107	TOFFT ACE HARDWARE	22	00	70.73	08725797	036880	TOFFT ACE HARDWARE	22	00	171.73
08725798	002669	VERIZON WIRELESS	22	00	396.25	08725799	003569	VERIZON WIRELESS MESSAGIN	22	00	168.60
08725800	038620	W.W. GRAINGER INC.	22	00	179.65	08725801	009690	WESTSIDE BUILDING MATERIA	22	00	7.96
08725802	002373	WILSON WAY TIRE	22	00	672.43	08725803	040640	ZEP MANUFACTURING COMPANY	22	00	117.09
08725804	010175	CDE	22	00	5,700.00	08725805	036880	TOFFT ACE HARDWARE	22	00	1.60
08725806	011132	ECORP CONSULTING INC	22	00	102.50	08725807	000391	FEDEX	22	00	106.60
08725808	005594	DENNIS MARINAC	22	00	8,984.00	08725809	010337	THE MOBILE STORAGE UNIT	22	00	197.08
08725810	011018	NTD / EDGE DESIGN BUILDER	22	00	8,937.50	08725811	010738	OMNI-MEANS LTD.	22	00	3,900.00
08725812	028020	PLACER COUNTY OFFICE OF E	22	00	192.50	08725813	011296	ROBERT A. STEVENS	22	00	9,600.00
08725814	011002	U.S. BANK	22	00	930.00	08725815	002669	VERIZON WIRELESS	22	00	47.74
08725816	010712	NORTHERN CALIF. CONSTRUCT	22	00	22,200.00	08725817	039440	WESTERN PLACER U.S.D.	22	00	796.70
08725818	007360	20TH CENTURY FOOD PRODUCT	22	00	101.22	08725819	001778	THE DANIELSEN COMPANY	22	00	988.53
08725820	005737	GOLD STAR FOODS	22	00	4,003.52	08725821	006214	GOODMAN FOODS	22	00	84.60
08725822	000686	INTERSTATE BRANDS CORP	22	00	242.06	08725823	009147	NOR-CAL PRODUCE INC	22	00	254.16
08725824	011033	PAPPA JOHN'S PIZZA	22	00	1,404.00	08725825	010599	PEPSI BOTTLING GROUP	22	00	440.33
08725826	029400	RAINBOW MARKET	22	00	12.14	08725827	010084	SYSCO SACRAMENTO	22	00	1,738.54
08725828	039440	WESTERN PLACER U.S.D.	22	00	65.00	08725829	011380	DENNIS & KIMBERLY LILLARD	22	00	754.40
08725830	039440	WESTERN PLACER U.S.D.	22	00	877.00	08725831	008005	BANK OF AMERICA	22	00	100.00
08725832	009965	BON APPETIT	22	00	36.00	08725833	001230	BOUND TO STAY BOUND BOOKS	22	00	429.99
08725834	010510	BRIDE'S	22	00	20.00	08725835	010553	CAREERTRACK	22	00	149.00
08725836	006727	CCV SOFTWARE	22	00	365.30	08725837	010175	CDE	22	00	248.54
08725838	010095	MICHELE W. CHAPMAN	22	00	39.63	08725839	004023	CLASSROOM DIRECT.COM	22	00	170.80
08725840	006573	EISLEY NURSERY INC	22	00	222.24	08725841	013040	FOLLETT LIBRARY RESOURCES	22	00	2,661.53
08725842	007840	G.W. SCHOOL SUPPLY	22	00	39.50	08725843	003119	GLEN EDWARDS MIDDLE SCHOO	22	00	104.89
08725844	011128	HAL-LEONARD CORPORATION	22	00	436.79	08725845	005736	INK LYNX INC	22	00	58.29
08725846	004650	JONES SCHOOL SUPPLY CO IN	22	00	243.08	08725847	018840	JOSTENS INC	22	00	1,575.22
08725848	004690	KAROL VIDEO	22	00	130.81	08725849	011359	KARST SPORTS	22	00	420.00
08725850	010361	FRED KENDELL	22	00	195.00	08725851	020820	LINCOLN HIGH SCHOOL	22	00	217.01
08725852	011170	LINDA EKSTROM	22	00	300.00	08725853	000191	SANDRA MAGDALENO	22	00	1,372.01
08725854	004439	MAGIC CIRCLE THEATER	22	00	255.00	08725855	009473	BARBARA MUSKAT	22	00	16.32
08725856	024240	NASCO MODESTO	22	00	669.85	08725857	005046	NILES BIOLOGICAL	22	00	42.90
08725858	004683	OFFICE DEPOT	22	00	151.87	08725859	000068	ORIENTAL TRADING COMPANY	22	00	67.35
08725860	029400	RAINBOW MARKET	22	00	48.61	08725861	011267	RENAISSANCE LEARNING INC	22	00	134.01
08725862	001818	THE REPORT CARD	22	00	201.41	08725863	002618	RISO PRODUCTS OF SAC INC	22	00	627.48

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WARRANT REGISTER FOR WARRANTS DATED 06/04/2004
SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT
08725864	011152	SACRAMENTO CO OFFICE OF E	22 00	5,250.00	08725865	000128	SCHOLASTIC INC	22 00	539.86
08725866	011272	SCHOOL OUTFITTERS.COM	22 00	3,000.00	08725867	000122	SCHOOL SPECIALTY INC	22 00	252.54
08725868	002891	SIERRA OFFICE SUPPLIES &	22 00	83.19	08725869	000834	TARGET STORES	22 00	249.47
08725870	005247	TOFFT ACE HARDWARE	22 00	32.76	08725871	005868	TRUMPET BOOK CLUB	22 00	4.85
08725872	011376	TURKEY CREEK GOLF CLUB	22 00	650.00	08725873	000160	WARD'S NATURAL SCIENCE	22 00	56.68
08725874	039880	WISHING WELL ENTERPRISES	22 00	25.00	08725875	008419	WORLD BOOK INC	22 00	745.39
08725876	011272	SCHOOL OUTFITTERS.COM	22 00	2,960.00					

TOTAL AMOUNT OF ALL WARRANTS $126,299.93***

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APY220 H.02.03 PLACER COUNTY OFFICE OF EDUCATION 05/26/04 PAGE 1

WARRANT REGISTER FOR WARRANTS DATED 05/27/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08724076	006295	ASBURY ENVIRONMENTAL SERV	22	00	115.49	08724077	002037	AT&T WIRELESS SERVICES	22	00	69.52
08724078	011008	COMPLETE CONSTRUCTION	22	00	575.00	08724079	010068	GETTA DOLINSEK	22	00	111.99
08724080	005736	INK LYNX INC	22	00	64.35	08724081	010984	LEADER SERVICES	22	00	1,028.08
08724082	003183	SCOTT LEAMAN	22	00	523.25	08724083	008189	MBNA AMERICA BUSINESS CAR	22	00	1,928.35
08724084	008599	MBNA AMERICAN BUSINESS CA	22	00	31.70	08724085	006157	MUNICIPAL FINANCE CORPORA	22	00	4,368.25
08724086	026400	PACIFIC BELL	22	00	317.96	08724087	026460	PACIFIC GAS AND ELECTRIC	22	00	44,521.83
08724088	010120	JASON SAMPLE	22	00	71.75	08724089	011323	SBC - LONG DISTANCE SERVI	22	00	39.39
08724090	002891	SIERRA OFFICE SUPPLIES &	22	00	118.54	08724091	007212	STAPLES CREDIT PLAN	22	00	179.15
08724092	010907	SUTTER HEALTH @ WORK	22	00	74.00	08724093	006447	TAG / AMS INC	22	00	45.00
08724094	000102	THE TROPHY CASE	22	00	1,032.13	08724095	002669	VERIZON WIRELESS	22	00	291.50
08724096	007762	ELENA YEPEZ	22	00	100.73	08724097	000564	ZIEGELMANN'S REFRIGERATIO	22	00	432.18
08724098	006696	PACIFIC GAS & ELECTRIC CO	22	00	39,545.08	08724099	008287	BOB PIERCE	22	00	55.00
08724100	010085	MCKEE FOODS CORP.	22	00	66.44	08724101	007360	20TH CENTURY FOOD PRODUCT	22	00	33.74
08724102	010598	D & P CREAMERY	22	00	27.00	08724103	001778	THE DANIELSEN COMPANY	22	00	2,614.60
08724104	000113	GLEN EDWARDS MIDDLE SCHOO	22	00	90.76	08724105	005737	GOLD STAR FOODS	22	00	2,338.49
08724106	006214	GOODMAN FOODS	22	00	56.40	08724107	011177	INTEGRATED FOOD SERVICE	22	00	33.10
08724108	000686	INTERSTATE BRANDS CORP	22	00	243.61	08724109	005748	MARYSVILLE JOINT UNIFIED	22	00	176.80
08724110	009147	NOR-CAL PRODUCE INC	22	00	432.88	08724111	002686	OTIS SPUNKMEYER INC.	22	00	657.68
08724112	011033	PAPPA JOHN'S PIZZA	22	00	2,172.64	08724113	010599	PEPSI BOTTLING GROUP	22	00	1,041.66
08724114	007758	SACRAMENTO RENDERING CO.	22	00	81.00	08724115	011348	SLP FOOD DISTRIBUTION	22	00	939.55
08724116	010084	SYSCO SACRAMENTO	22	00	2,493.14	08724117	010601	VENDMART	22	00	369.66
08724118	000564	ZIEGELMANN'S REFRIGERATIO	22	00	200.00	08724119	007159	AMAZON.COM	22	00	97.23
08724120	002095	BANK OF AMERICA	22	00	2,003.39	08724121	005142	BANK OF AMERICA	22	00	1,473.20
08724122	005738	BORDER'S GROUP INC	22	00	120.00	08724123	000728	BSN SPORTS	22	00	423.98
08724124	004706	CELEBRATIONS	22	00	345.00	08724125	006966	CISI	22	00	20.00
08724126	005443	COSTCO	22	00	152.24	08724127	011309	ECSONDIDO UNION SCHOOL DI	22	00	47.41
08724128	013040	FOLLETT LIBRARY RESOURCES	22	00	182.21	08724129	000841	GOPHER SPORT	22	00	1,008.17
08724130	010566	GRADUATE LTD	22	00	443.80	08724131	006949	CARLA HEINECKE	22	00	255.30
08724132	006325	IT'S ELEMENTARY	22	00	542.70	08724133	000389	LAKESHORE LEARNING MATERI	22	00	99.81
08724134	004683	OFFICE DEPOT	22	00	103.57	08724135	005685	PITNEY BOWES INC	22	00	90.41
08724136	006899	POSITIVE PROMOTIONS	22	00	146.46	08724137	029400	RAINBOW MARKET	22	00	341.93
08724138	005757	REALLY GOOD STUFF	22	00	384.95	08724139	001818	THE REPORT CARD	22	00	140.00
08724140	008911	RIVER-DEEP INTERACTIVE	22	00	7,730.18	08724141	002406	ROUND TABLE PIZZA	22	00	43.87
08724142	003001	ROURKE PUBLISHING GROUP	22	00	215.50	08724143	031580	SACRAMENTO CO OFFICE OF E	22	00	3,000.00
08724144	004440	SAM'S CLUB DIRECT	22	00	155.85	08724145	000128	SCHOLASTIC INC	22	00	710.65
08724146	002891	SIERRA OFFICE SUPPLIES &	22	00	714.31	08724147	010526	SNAPPY PRINTING	22	00	43.00
08724148	011319	SOFTWARE HOUSE INTERNATIO	22	00	70.79	08724149	011338	TELL 2 FRIENDS	22	00	197.29
08724150	005868	TRUMPET BOOK CLUB	22	00	0.95	08724151	006976	JOHN WYATT	22	00	102.72
08724152	000834	TARGET STORES	22	00	598.79-						

TOTAL AMOUNT OF ALL WARRANTS $131,715.03***

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WARRANT REGISTER FOR WARRANTS DATED 05/06/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08717691	011092	ACP	22	00	161.30	08717692	009620	DEBRA AZAR	22	00	28.84
08717693	000728	BSN SPORTS	22	00	464.60	08717694	004197	CRITICAL THINKING PRESS	22	00	31.04
08717695	007262	DEMCO MEDIA	22	00	1,076.04	08717696	000221	MARTY DIBBLE	22	00	260.00
08717697	010560	DICK BLICK	22	00	305.81	08717698	001173	FRESNO CO OFFICE OF EDUCA	22	00	770.00
08717699	007840	G.W. SCHOOL SUPPLY	22	00	58.56	08717700	007080	GENERAL BINDING CORPORATI	22	00	430.00
08717701	007546	GOLD 'N SATIN RIBBONS	22	00	57.90	08717702	000841	GOPHER SPORT	22	00	96.95
08717703	011241	GREAT AMERICAN OPPORTUNIT	22	00	316.41	08717704	011215	MOMBO HERNANDEZ	22	00	200.00
08717705	001465	HIGH NOON BOOKS	22	00	200.58	08717706	003281	HOME DEPOT	22	00	52.13
08717707	002950	KAGAN COOPERATIVE LEARNIN	22	00	237.53	08717708	011012	LAKESHORE LEARNING	22	00	51.75
08717709	000389	LAKESHORE LEARNING MATERI	22	00	107.40	08717710	000156	LIBRARY VIDEO COMPANY	22	00	40.90
08717711	009507	ANN LONG	22	00	85.78	08717712	011070	BRANDON LOPEZ	22	00	38.60
08717713	000577	LYNN SMITH	22	00	122.27	08717714	011351	JAMIE MANDEL	22	00	10.62
08717715	011258	MARKETWARE TECHNOLOGIES	22	00	52.55	08717716	011354	JUDY MORRIS	22	00	100.00
08717717	011352	MR. ALLEN MYHRE	22	00	200.00	08717718	024240	NASCO MODESTO	22	00	49.41
08717719	009885	NATIONAL GARDENING ASSOC	22	00	14.90	08717720	010015	O.W.L. ASSOCIATES INC.	22	00	358.43
08717721	004683	OFFICE DEPOT	22	00	3,499.03	08717722	004812	ON COURSE INC	22	00	469.97
08717723	006870	PALM TECHNOLOGY	22	00	235.00	08717724	011353	PHOTO VISION INC	22	00	547.50
08717725	028020	PLACER COUNTY OFFICE OF E	22	00	500.00	08717726	011029	POSTMASTER	22	00	211.00
08717727	006887	PURCHASE POWER	22	00	1,819.00	08717728	029400	RAINBOW MARKET	22	00	188.79
08717729	005757	REALLY GOOD STUFF	22	00	59.65	08717730	011267	RENAISSANCE LEARNING INC	22	00	266.97
08717731	004440	SAM'S CLUB DIRECT	22	00	447.43	08717732	000128	SCHOLASTIC INC	22	00	489.78
08717733	010320	SCHOOL MATE	22	00	695.60	08717734	000122	SCHOOL SPECIALTY INC	22	00	195.53
08717735	011337	SHINDIGZ	22	00	331.73	08717736	002891	SIERRA OFFICE SUPPLIES &	22	00	138.12
08717737	005678	SOCIAL STUDIES SCHOOL SER	22	00	24.32	08717738	003808	PAM SOHA	22	00	24.13
08717739	007212	STAPLES CREDIT PLAN	22	00	250.51	08717740	010958	SUNBURST TECHNOLOGY CORP	22	00	1,511.89
08717741	010156	CONNIE TRENKAMP	22	00	39.08	08717742	000283	MIKE TRUEBLOOD	22	00	414.01
08717743	000155	UPSTART	22	00	524.39	08717744	005735	WIESER EDUCATIONAL INC	22	00	321.05
08717745	007227	KELLI WILLARD	22	00	133.09	08717746	010801	HEATHER WILLOUGHBY	22	00	12.00
08717747	005845	AUBURN PLACER DISPOSAL SE	22	00	3,247.55	08717748	008524	CITICORP VENDOR FINANCE I	22	00	713.58
08717749	002927	CONSOLIDATED PLASTICS CO	22	00	1,780.97	08717750	005900	CSBA CA SCHOOL BOARDS AS	22	00	7,156.00
08717751	007651	CINDY DUCHARME	22	00	100.00	08717752	007391	EWING IRRIGATION PRODUCTS	22	00	29.88
08717753	012610	FAR WEST RENTS & READY MI	22	00	79.94	08717754	006381	GOLD COUNTRY CLASSIFIED I	22	00	141.76
08717755	000175	J & J SCREEN & GLASS	22	00	152.35	08717756	011258	MARKETWARE TECHNOLOGIES	22	00	248.82
08717757	006280	JOHN MASSEY	22	00	268.62	08717758	020840	MOUNTAIN CLEAR WATER COMP	22	00	84.50
08717759	004272	NORMAC	22	00	36.56	08717760	000131	ROBERT NOYES	22	00	10.85
08717761	026400	PACIFIC BELL	22	00	466.89	08717762	026460	PACIFIC GAS AND ELECTRIC	22	00	134.91
08717763	004100	PJ'S MAIL & PARCEL SERVIC	22	00	6.60	08717764	011349	PLACER COUNTY DEPARTMENT	22	00	8,659.45
08717765	008069	RAY MORGAN COMPANY INC	22	00	5,211.27	08717766	002891	SIERRA OFFICE SUPPLIES &	22	00	377.97
08717767	010816	STARSTREAM COMMUNICATIONS	22	00	50.95	08717768	010529	TOFFT ACE HARDWARE	22	00	24.15
08717769	011107	TOFFT ACE HARDWARE	22	00	50.18	08717770	036880	TOFFT ACE HARDWARE	22	00	349.05
08717771	002669	VERIZON WIRELESS	22	00	384.01	08717772	003569	VERIZON WIRELESS MESSAGIN	22	00	128.00
08717773	002373	WILSON WAY TIRE	22	00	1,560.68	08717774	000564	ZIEGELMANN'S REFRIGERATIO	22	00	1,616.06
08717775	036880	TOFFT ACE HARDWARE	22	00	18.20	08717776	010137	COTTON/BRIDGES & ASSOCIAT	22	00	604.68
08717777	005594	DENNIS MARINAC	22	00	8,984.00	08717778	011031	PRESIDIO DESIGN GROUP INC	22	00	1,650.00
08717779	002891	SIERRA OFFICE SUPPLIES &	22	00	66.47	08717780	011296	ROBERT A. STEVENS	22	00	10,560.00
08717781	002669	VERIZON WIRELESS	22	00	42.59	08717782	011358	MARTIN HEATHER	22	00	476.93
08717783	007360	20TH CENTURY FOOD PRODUCT	22	00	50.61	08717784	001778	THE DANIELSEN COMPANY	22	00	2,603.20

WARRANT REGISTER FOR WARRANTS DATED 05/06/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08717785	005737	GOLD STAR FOODS	22	00	2,421.84	08717786	000686	INTERSTATE BRANDS CORP	22	00	82.96
08717787	010085	MCKEE FOODS CORP.	22	00	68.94	08717788	009147	NOR-CAL PRODUCE INC	22	00	60.00
08717789	002686	OTIS SPUNKMEYER INC.	22	00	330.16	08717790	011033	PAPPA JOHN'S PIZZA	22	00	845.00
08717791	010599	PEPSI BOTTLING GROUP	22	00	639.42	08717792	029400	RAINBOW MARKET	22	00	7.06
08717793	011356	SHANNON CECCATO	22	00	503.90	08717794	010084	SYSCO SACRAMENTO	22	00	565.95
08717795	010601	VENDMART	22	00	473.73						

TOTAL AMOUNT OF ALL WARRANTS $83,457.06***

WARRANT REGISTER FOR WARRANTS DATED 04/29/2004

SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO	DD	AMOUNT
08715918	000116	ABC SCHOOL SUPPLY INC	22	00	53.01	08715919	001643	AMERICAN RED CROSS	22	00	85.00
08715920	008657	ARCH WIRELESS	22	00	44.67	08715921	002037	AT&T WIRELESS SERVICES	22	00	59.75
08715922	009301	LANA BENSON	22	00	26.63	08715923	006916	BURGER PHYSICAL THERAPY &	22	00	170.00
08715924	007571	CAAE	22	00	3,000.00	08715925	006408	CATHERINE CHRISTO PhD	22	00	3,600.00
08715926	005437	DAWSON OIL COMPANY	22	00	11,200.88	08715927	010068	GETTA DOLINSEK	22	00	26.71
08715928	012610	FAR WEST RENTS & READY MI	22	00	425.11	08715929	000391	FEDEX	22	00	59.01
08715930	010671	ROBERTA GILES	22	00	86.99	08715931	006381	GOLD COUNTRY CLASSIFIED I	22	00	74.66
08715932	009669	J & A HANDY-CRAFTS INC.	22	00	46.03	08715933	005251	JRF EDUCATIONAL CONSULTIN	22	00	4,000.00
08715934	011258	MARKETWARE TECHNOLOGIES	22	00	415.06	08715935	004683	OFFICE DEPOT	22	00	131.51
08715936	026460	PACIFIC GAS AND ELECTRIC	22	00	11,573.99	08715937	006852	TERESA RASOR	22	00	157.50
08715938	008069	RAY MORGAN COMPANY INC	22	00	1,039.57	08715939	011323	SBC - LONG DISTANCE SERVI	22	00	61.58
08715940	002891	SIERRA OFFICE SUPPLIES &	22	00	124.42	08715941	010550	SIERRA SPRING WATER CO.	22	00	18.20
08715942	003409	SIMPLE PLEASURES	22	00	80.38	08715943	007320	SKILLPATH SEMINARS	22	00	99.00
08715944	011154	SOUNDWAVE CENTER FOR HEAR	22	00	720.00	08715945	010907	SUTTER HEALTH @ WORK	22	00	154.00
08715946	009089	TOTAL OFFICE SYSTEMS INC	22	00	265.26	08715947	003565	WORLDWIDE VINYL REPAIR SY	22	00	165.86
08715948	007124	SUNOPTICS PRISMATIC SKYLI	22	00	3,185.33	08715949	002542	ABC SCHOOL EQUIPMENT INC	22	00	4,949.61
08715950	000391	FEDEX	22	00	60.20	08715951	004071	AIRGAS	22	00	120.19
08715952	002095	BANK OF AMERICA	22	00	1,939.26	08715953	005142	BANK OF AMERICA	22	00	392.39
08715954	003580	DAN BAUGHMAN	22	00	37.50	08715955	004920	BULBMAN INC	22	00	77.58
08715956	000972	CALLOWAY HOUSE INC	22	00	46.45	08715957	006124	CARLIN C. COPPIN PTC	22	00	25.00
08715958	000413	CONSTRUCTIVE PLAYTHINGS	22	00	401.13	08715959	008750	CONSUMER REPORTS	22	00	44.00
08715960	005443	COSTCO	22	00	108.92	08715961	004846	DIDAX	22	00	34.95
08715962	006990	JEFF DUER	22	00	40.00	08715963	007840	G.W. SCHOOL SUPPLY	22	00	20.00
08715964	001971	GLOBAL COMPUTER SUPPLIES	22	00	569.11	08715965	006003	TARYN GORDON	22	00	74.42
08715966	016300	HARRIS INDUSTRIAL GASES	22	00	165.48	08715967	003281	HOME DEPOT	22	00	94.40
08715968	009512	HOUSEHOLD BANK F.S.B.	22	00	160.86	08715969	000389	LAKESHORE LEARNING MATERI	22	00	281.52
08715970	002558	LINCOLN FLORIST	22	00	70.64	08715971	010685	MUSEUM PRODUCTS COMPANY	22	00	135.73
08715972	004683	OFFICE DEPOT	22	00	460.48	08715973	003398	OFFICE MAX CREDIT PLAN	22	00	300.00
08715974	007332	PCI EDUCATIONAL PUBLISHIN	22	00	473.22	08715975	027360	PERMA-BOUND	22	00	333.54
08715976	000137	LINDA PEZANOSKI	22	00	55.10	08715977	028020	PLACER COUNTY OFFICE OF E	22	00	23.00
08715978	000303	RADIO SHACK	22	00	45.03	08715979	011346	RAICES GRUPO FOLKLORICO	22	00	400.00
08715980	029400	RAINBOW MARKET	22	00	272.15	08715981	005757	REALLY GOOD STUFF	22	00	45.55
08715982	010710	RED BRICK LEARNING	22	00	95.04	08715983	011267	RENAISSANCE LEARNING INC	22	00	1,196.39
08715984	002618	RISO PRODUCTS OF SAC INC	22	00	301.35	08715985	002406	ROUND TABLE PIZZA	22	00	70.63
08715986	000122	SCHOOL SPECIALTY INC	22	00	107.28	08715987	009891	SEW VAC DIRECT	22	00	2,105.13
08715988	008118	SHERIDAN PARENT CLUB	22	00	1,257.08	08715989	002891	SIERRA OFFICE SUPPLIES &	22	00	738.64
08715990	000834	TARGET STORES	22	00	36.51	08715991	007798	TEACHERS' VIDEO COMPANY	22	00	182.15
08715992	006178	TERRITORY TITLES	22	00	337.98	08715993	005247	TOFFT ACE HARDWARE	22	00	11.84
08715994	039880	WISHING WELL ENTERPRISES	22	00	69.25	08715995	001061	KAREN WOLD	22	00	290.03
08715996	010801	HEATHER WILLOUGHBY	22	00	48.00	08715997	010085	MCKEE FOODS CORP.	22	00	331.36
08715998	008137	CAL-NEVA SLUSH COMPANY	22	00	83.00	08715999	001778	THE DANIELSEN COMPANY	22	00	1,007.19
08716000	000113	GLEN EDWARDS MIDDLE SCHOO	22	00	113.96	08716001	005737	GOLD STAR FOODS	22	00	2,651.08
08716002	000686	INTERSTATE BRANDS CORP	22	00	430.66	08716003	006580	JERICO INC	22	00	1,271.95
08716004	010085	MCKEE FOODS CORP.	22	00	117.48	08716005	009147	NOR-CAL PRODUCE INC	22	00	632.07
08716006	002686	OTIS SPUNKMEYER INC.	22	00	296.88	08716007	011033	PAPPA JOHN'S PIZZA	22	00	2,389.99
08716008	010599	PEPSI BOTTLING GROUP	22	00	1,007.73	08716009	029400	RAINBOW MARKET	22	00	40.31
08716010	010084	SYSCO SACRAMENTO	22	00	2,908.42	08716011	010601	VENDMART	22	00	213.48

WARRANT REGISTER FOR WARRANTS DATED 04/29/2004
SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT

TOTAL AMOUNT OF ALL WARRANTS $73,750.38***

4.2.4

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy X Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ____
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals X Complies with District Mission Statement ____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart ____
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes ____ Program Sign Off by S. Leaman ____ SBLT Involvement ____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING

FACT SHEET

SUBJECT:

Ratification of Certificated Employment

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will take action to ratify the employment of:

Jeff Cash – Social Studies Teacher (.60 FTE) - LHS
Noami Cortez – Kindergarten Teacher – FSS
Pamela Getz – Speech & Language Pathologist – SDC Preschool
Rebecca Hill – First Grade Teacher (.50 FTE) – COE
Jamie Mandel – Title I Teacher – CCC
Jennifer Nelson – English Teacher – LHS
Gary Roberts – Math/Science Teacher – LHS
Lori Sipkovich – English Teacher – LHS
Laura Sliepen – 4th Grade Teacher – FSS
Pamela Weaver Baker – 4th Grade Teacher - COE

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the employment of the individuals listed above.

4.3a.a.1

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success In an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	***COMPLIANCE CHECK LIST***
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy X Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ___
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals X Complies with District Mission Statement ____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart ____
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes BN Program Sign Off by S. Leaman ____ SBLT Involvement ____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING

FACT SHEET

SUBJECT:

Ratification of Certificated Resignations

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will take action to ratify the resignations of:

Katrina Short – Art/Math Teacher – LHS
Raymond Woodbeck – 6th thru 8th Grade Math/Soc. Studies Teacher - Sheridan

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the resignations as listed.

4.3a.9.2

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success In an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	***COMPLIANCE CHECK LIST***
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy __x__ Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ___
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals __x__ Complies with District Mission Statement _____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart _____
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes _____ Program Sign Off by S. Leaman _____ SBLT Involvement _____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Request for Maternity/
Child Rearing Leave

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will take action on a request for Maternity/Child Rearing Leave as per WPTA Contract, Article VIII, Section D-1 and D-2 from:

Shannon Burns, 3rd Grade Teacher, COE

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the request as listed.

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success In an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	***COMPLIANCE CHECK LIST***
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy x Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ___
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals x Complies with District Mission Statement ____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart ____
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes  Program Sign Off by S. Leaman ____ SBLT Involvement ____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified Employment

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will consider ratification of employment of:

Kim Boyd – Food Service Assistant (.32 FTE) – GEM
Jagdish Chumber – Food Service Assistant (.25 FTE) – COE
Vicki Croall – Title I Instructional Aide (.50 FTE) – CCC
Maria DeSantiago – Instructional Aide (.75 FTE) – FSS
Andrea Lucas – Title I Instructional Aide (.50 FTE) – CCC
Katrina Moddelmog – Special Ed. Instructional Aide (.70 FTE) – FSS
Linda Peterson – Camp/Café Supervisor (.07 FTE)– CCC
Camp/Café Supervisor (.07 FTE)– CCC
Maritza Pisik – Instructional Aide (.25 FTE) – CCC
Cafeteria Site Cashier (.13 FTE) – FSS
Maribel Vergara – Instructional Aide (.50 FTE) – FSS

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends ratification of employment of the individuals listed above.

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success In an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy __x__ Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ____
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals __x__ Complies with District Mission Statement ____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart ____
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes BN Program Sign Off by S. Leaman ____ SBLT Involvement ____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified Resignation

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will take action to ratify the resignation of:

Melissa Tofft - Title I Instructional Aide & Camp/CaféSupervisor - GEM

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the resignation as listed.

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success In an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy __x__ Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ___
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals __x__ Complies with District Mission Statement ____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart ____
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes ____ Program Sign Off by S. Leaman ____ SBLT Involvement ____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified Management Resignation

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
August 3, 2004

BACKGROUND:

The Board of Trustees will take action to ratify the resignation of:

Jason Sample – Program Support Specialist – District Office

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the resignation as listed.

Boardfactsheet.doc

4.3b.b.2.2

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success In an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	***COMPLIANCE CHECK LIST***
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy __x__ Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ____
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals __x__ Complies with District Mission Statement ____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart ____
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes  Program Sign Off by S. Leaman ____ SBLT Involvement ____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified Transfers for the 2004/2005 School Year

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
June 15, 2004

BACKGROUND:

The Board of Trustees will take action to ratify the transfers of:

Rhonda Brauning – Campus/CaféSupervisor (.13 FTE) – LHS to (.25 FTE) LHS
Diane Smith– Instructional Aide (.70 FTE)– Sheridan to Library Tech. (.58 FTE) and Computer Lab Tech. (.30 FTE) - Sheridan

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends ratification of classified transfers of the individuals listed above.

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. 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.

AGENDA ITEM:

Ratify the Medi-Cal Administrative Claiming Agreement Between the Western Placer Unified School District and the Sutter County Superintendent of Schools Office.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

August 03, 2004

BACKGROUND:

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the Medi-Cal Administrative Claiming Agreement between the Western Placer Unified School District and the Sutter County Superintendent of Schools Office.

MEDI-CAL ADMINISTRATIVE CLAIMING AGREEMENT

This Agreement is made and entered this 8th day of July, 2004, by and between the _____ Western Placer Unified School District (hereinafter referred to as "local educational agency" or "LEA") having an address at 810 J Street - Lincoln, CA 95648, and the:

- ☐ Stanislaus County Superintendent of Schools,
- ☐ Contra Costa County Superintendent of Schools,
- ☐ Glenn County Superintendent of Schools,
- ■ Sutter County Superintendent of Schools,

(One box must be checked)

and the Northern California Medi-Cal Administrative Services Joint Powers Authority, having an address at 1100 H Street, Modesto, California 95354-2338.

The above-indicated County Superintendent of Schools (hereinafter referred to as the "local educational consortium" or "LEC") is a member of the Northern California Medi-Cal Administrative Services Joint Powers Authority (hereinafter referred to as "NMAS-JPA") which has been formed by the above-referenced County Superintendents of Schools in order to provide Medi-Cal Administrative Activities ("MAA") Claiming services to LEAs who contract with the above-delineated LEC's for said services as set forth herein.

1. COMMENCEMENT, DURATION AND TERMINATION OF SERVICES

This Agreement shall be effective for twelve (12) consecutive months commencing July 1, 2004, for preparing MAA claims for LEA on a quarterly basis. The quarters are the three-month periods of January through March, April through June, July through September, and October through December. The first claim shall be submitted for the July through September quarter, 2004.

This Agreement shall automatically renew for additional periods of twelve (12) months each unless one party has provided written notice of cancellation to the other party not less than ninety (90) days prior to the renewal date.

LEA may terminate this agreement, with or without cause, upon ninety (90) days written notice to LEC and NMAS-JPA, provided that LEA agrees to pay LEC and NMAS-JPA all fees for services provided by either LEC or NMAS-JPA through the effective date of termination.

2. FEE SCHEDULE

A. LEA shall pay the LEC quarterly according to the following fee structure:

(1) LEA shall pay a quarterly DHS Participation Fee equivalent to 1% of MAA quarterly paid invoices paid by the Department of Health Services to the LEA.

(2) LEA shall pay an LEC Administrative Fee as follows:

(a) If the LEC processes $2,000,000 or less in quarterly Department of Health Services invoices, the LEA shall pay the LEC a quarterly Administrative Fee equivalent to 3% of MAA quarterly paid invoices paid by the Department of Health Services to the LEA.

(b) If the LEC processes between $2,000,000 and $3,000,000 in quarterly Department of Health Services invoices, the LEA shall pay the LEC a quarterly Administrative Fee equivalent to $60,000 multiplied by the percentage of the individual LEA's MAA quarterly paid invoices in ratio to the LEC's processed MAA quarterly invoices. Example: If the LEC processes $2,500,000 in DHS invoices in a quarter and an individual LEA receives $500,000 of these paid invoices, that LEA's quarterly administrative fee will be .20 ($500,000 ÷ $2,500,000) x $60,000 = $12,000.

(c) If the LEC processes between $3,000,001 and $6,750,000 in quarterly Department of Health Services invoices, the LEA shall pay the LEC a quarterly Administrative Fee equivalent to 2% of MAA quarterly paid invoices paid by the Department of Health Services to the LEA.

(d) If the LEC processes more than $6,750,000 in quarterly Department of Health Services invoices, the LEA shall pay the LEC a quarterly Administrative Fee equivalent to $135,000 following the same formula as above (b).

(3) LEA shall pay the LEC either a quarterly Level I fee or Level II fee as delineated herein and Exhibit A attached hereto:

☐ Level I fees of 7% of MAA quarterly paid invoices paid by the Department of Health Services to the LEA, not to exceed the actual costs of the NMAS-JPA services provided; or,

☐ Level II fees of 5% of MAA quarterly paid invoices paid by the Department of Health Services to the LEA, not to exceed the actual costs of the NMAS-JPA services provided.

☑ Level III no fee by JPA as outside vendor is used.

(One box must be checked)

LEA's may elect to move from one Level to the other Level of services by providing the LEC and NMAS-JPA with ninety (90) days written notice of said election.

In any given year, should the total annual fees collected by the NMAS-JPA, from all LEAs exceed the total costs incurred by the NMAS-JPA to provide the agreed-upon services, those fees in excess of the costs will be refunded to each LEA

4.2.2

based on each LEA's pro-rata share of MAA recovered funds as compared to MAA recovered funds for all LEA's receiving services provided by NMAS-JPA.

Obligations incurred as a result of this Agreement from services provided by the NMAS-JPA to the LEA remain the responsibility of the LEA whether or not MAA funds are recovered by the LEA due to no fault of the NMAS-JPA or the LEA. LEA will be invoiced for fees when MAA funds are recovered.

As a result of this fee arrangement, the LEA will be entitled to recover fifty percent (50%) of any fees charged by the NMAS-JPA as MAA reimbursable costs. Any deviation from this fee arrangement may render these costs as not recoverable through MAA reimbursement to the LEA.

LEC shall not claim reimbursement for any NMAS-JPA fees that have been claimed by LEAs through fees paid for service.

In the event LEA must repay Medi-Cal for all or part of any claim payment, NMAS-JPA will reimburse LEA for that portion of its fee related to the Medi-Cal repayment. NMAS-JPA will pay LEA within thirty (30) days of notification by LEA.

3. OWNERSHIP OF PROGRAMS AND CONFIDENTIALITY OF REPORTS

All computer hardware supplied by NMAS-JPA, operating system software, application software, programs, documentation, specifications, tapes, instruction manuals and similar material utilized and/or developed solely by NMAS-JPA in connection with its systems and all patents, trade secrets, copyrights, trademarks, and other intellectual property rights are, as between NMAS-JPA and LEA, the sole and exclusive property of NMAS-JPA. LEA agrees to make no unauthorized use of these materials and systems and to preserve these materials and maintain the confidentiality of any and all of these materials in its possession. All such material developed jointly with NMAS-JPA and LEA shall remain the property of LEA.

4. CONFIDENTIALITY OF DATA

The parties agree that, because of the sensitive nature of data and in view of the proprietary nature of medical information, it is essential that all information, data and materials, whether transmitted in hard copy or in electronic media form, be maintained in each party's confidence. Each party agrees for itself, its employees, agents and independent contractors, that all information and/or data and/or materials received from the other party shall be held in confidence to the extent held by law and each party agrees not to reproduce, disclose, or relinquish any data, information or materials to any party other than an authorized representative of the other party except as required by law.

The parties agree that, because of the unique nature of the data and/or information and/or materials to be transmitted that money damages for breach of the foregoing provision shall be wholly inadequate to fully compensate the aggrieved party and therefore the aggrieved party

shall be entitled to full temporary and/or permanent injunctive relief against any breach or threat of breach of the foregoing provisions.

5. INPUT DATA

Accurate, complete, and correct data necessary for NMAS-JPA to perform its services hereunder shall be the sole responsibility of LEA. NMAS-JPA shall not be responsible for any delays or failure to prepare a claim because of incomplete, inaccurate, or incorrect data provided by LEA.

NMAS-JPA shall be responsible for the input of all information given to NMAS-JPA by LEA in a reasonably accurate, complete and correct form provided same is provided to NMAS-JPA by LEA. Any errors, mistakes or liability in connection with the failure of NMAS-JPA to input such data, provided such data has been accurately, completely and correctly transmitted to NMAS-JPA, shall be the sole responsibility of NMAS-JPA and shall be corrected by NMAS-JPA.

6. LIMITATION OF LIABILITY ARISING FROM DEFAULT IN SERVICES

NMAS-JPA and LEC shall not be liable or deemed to be in default for any delays or failure in performance or non-performance or interruption of service under this agreement resulting from any cause beyond the reasonable control of NMAS-JPA or LEC. NMAS-JPA's or LEC's liability, under this agreement, is limited to the amount paid by LEA for the services under this agreement. NMAS-JPA or LEC shall not be liable for any indirect, consequential, or incidental damages arising out of this agreement.

7. WORKERS' COMPENSATION

For the purpose of workers' compensation coverage, NMAS-JPA shall be the employer and shall bear the responsibility of providing workers' compensation insurance or coverage for any person providing services covered by this Agreement.

8. HOLD HARMLESS AND MUTUAL INDEMNIFICATION

NMAS-JPA, LEC and LEA shall each defend, indemnify, and hold the other parties and their officials, officers, employees, consultants, subcontractors, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, to the extent arising out or incident to any negligent acts, omissions, or willful misconduct of the indemnifying party or its officials, officers, employees, consultants, subcontractors, volunteers, and agents arising out of or in connection with the performance of this Agreement, including without limitation, the payment of consequential damages and attorneys fees and other related costs and expenses.

9. OPERATING PROCEDURES

NMAS-JPA shall be responsible for the processing of all those claims for services rendered by LEA and its employees or agents, which have been turned over to NMAS-JPA for processing.

A. Services Provided: LEAs choosing to utilize NMAS-JPA services as delineated herein, shall contract with their respective LEC. The NMAS-JPA shall:

(1) Coordinate, schedule and provide necessary training to representatives of each LEA and LEC.
(2) Gather and review all MAA time surveys, reviewing survey forms to ensure that they are completed and correct and assist participating local educational consortiums or local educational agencies in obtaining corrections.
(3) Process time survey results for invoicing.
(4) Draft grid for operational plan and give direction to local educational agencies for gathering necessary audit materials for each claiming unit for each quarter.
(5) Upon request, prepare invoices for submittal to the Department of Health Services for each participating local educational agency and local educational consortium.
(6) Provide the "tape match percentage" from data submitted by local educational agencies.
(7) Assist LECs and LEAs to prepare for Center for Medicaid / Medicare Services and Department of Health Services site reviews and audits.

B. LEA shall:

(1) Provide NMAS-JPA, on a timely basis, all forms, documentation, and fiscal data in a manner prescribed by NMAS-JPA and as required for the successful preparation and submission of claims.

(2) Arrange for LEA staff to attend mandatory training sessions related to time study forms and oversee the completion of time study forms by staff.

(3) Provide a contact person who shall serve as coordinator for all LEA activities.

(4) Notify NMAS-JPA of any errors and/or omissions in information sent to NMAS-JPA so that NMAS-JPA may process a claim adjustment for submission to Medi-Cal.

10. GENERAL

A. ENTIRE AGREEMENT - This Agreement constitutes the entire Agreement between the parties pertaining to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings of the parties in connection therewith.

B. SUCCESSORS - This Agreement shall be binding upon and inure to the benefit of the successors, assigns and legal representatives of the respective parties hereto. Each party agrees that there are no third party beneficiaries to this Agreement except to the extent provided herein. Neither party may assign this Agreement in whole or in part, without the prior written consent of the non-assigning party except in connection with the sale of all or substantially all of its assets or outstanding capital stock.

C. SEVERABILITY - In the event that any term or provision of this Agreement is held to be illegal, invalid or unenforceable under the laws, regulations or ordinances of the federal, state or local government, such term or provision shall be deemed severed from this Agreement and the remaining terms and provisions shall remain unaffected thereby.

D. NOTICES - Any notice sent pursuant to this Agreement shall be sent by certified mail to the parties at their respective addresses.

E. STATE LAW - This Agreement shall be governed by and construed in accordance with the laws of California.

F. ANTI-FRAUD AND ABUSE - Notwithstanding anything to the contrary herein, this Agreement shall be subject to all applicable federal, state and local laws, regulations and directives concerning the Medicare/Medicaid and other medical reimbursement fraud and abuse limitations. To the extent anything contained herein purportedly or actually violates or is challenged as violating any of the above laws, statutes, regulations or interpretations, then the provision in question or this entire Agreement, if necessary, shall be automatically void and of no effect whatsoever.

G. DESCRIPTIVE HEADINGS - The descriptive headings in this Agreement are for convenience and reference only and in no way affect or alter the intent or effect of this Agreement.

11. WARRANTY LIMITATION

NMAS-JPA makes no representation or warranties expressed or implied, including, but not limited to, the warranties of merchantability and fitness for a particular purpose, arising by operation of law or otherwise, except as expressly stated herein.

12. LEA GOVERNING BOARD AUTHORIZATION

LEA affirms that this Agreement has been approved by the Governing Board of the LEA at its meeting of August 3 2004 and that the individual signing on behalf of the LEA below is authorized by the Governing Board to execute this Agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year below written.

LEA

By: Jay M Stew

Name: Jay M Stewart

Title: Assistant Superintendent

Date: 7/8/04

LEC

By: Jeff Holland

Name: **Jeff Holland**

Title: **Superintendent**

Date: **June 18, 2004**

NMAS-JPA

By: _____

Name: _____

Title: Director

Date: _____

Three levels of service:

Level I: **JPA Fully Involved**
Level II: **LEA Coordinator Offering Some Service**
Level III: **Outside Vendor Assisted**

	Level I			***Level II***			***Level III***		
Operating Procedures with JPA as billing facilitator	**JPA**	**LEC Coord**	**LEA Coord**	**JPA**	**LEC Coord**	**LEA Coord**	**JPA**	**LEC Coord**	**LEA Coord**
1. Assess LEA program – ensure appropriate participation	✓	✓		✓	✓			✓	
2. Identify LEA MAA participants and activities	✓	✓	✓	✓	✓	✓			✓
3. Generate/provide LEA Medi-Cal percentage (tape match)	✓		✓	✓		✓			✓
4. Develop and review audit files	✓	✓	✓	✓	✓	✓		✓	✓
5. Maintain audit files and store data required to support operational plan			✓			✓			✓
6. Provide and/or ensure time survey training	✓	✓	✓	✓	✓	✓		✓	✓
7. Supply time survey training materials and survey forms	✓			✓					
8. Provide web-based time survey form	✓			✓					

4.2.8

	Level I			Level II			Level III		
Operating Procedures with JPA as billing facilitator	**JPA**	**LEC Coord**	**LEA Coord**	**JPA**	**LEC Coord**	**LEA Coord**	**JPA**	**LEC Coord**	**LEA Coord**
9. Supply electronic time survey results from web-based time survey form	✓			✓					
10. Provide fiscal training	✓	✓		✓	✓				
11. Supply fiscal training materials and forms	✓			✓					
12. Review operational plan for quality assurance and compliance	✓	✓		✓	✓			✓	
13. Offer customer support for both program and fiscal	✓	✓		✓	✓			✓	
14. Prepare invoice for reimbursement	✓	✓	✓		✓	✓			✓
15. Review fiscal data and submit invoices to DHS for payment		✓			✓			✓	
16. Provide invoice reconciliation	✓	✓		✓	✓			✓	✓
17. Process DHS invoice reimbursements, send reimbursement payments to LEAs		✓			✓			✓	
18. Provide breakout reports to LEAs on quarterly basis, based on fiscal data	✓			✓					

H.2.9

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. 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.

AGENDA ITEM:

Approve Resolution 04/05.01 to Authorize Designated Personnel to Sign Contract Documents for the State Preschool Program.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

August 03, 2004

BACKGROUND:

The attached resolution designates personnel authorized to sign preschool contracts.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 04/05.01 to authorize designated personnel to sign contract documents for the State preschool program.

RESOLUTION 04/05.01

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2003/04.**

RESOLUTION

BE IT RESOLVED that the Governing Board of Western Placer Unified School District

authorizes entering into local agreement number/s GRPM and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
Jay M. Stewart	Assistant Superintendent	

PASSED AND ADOPTED THIS 3rd day of August 2003/04, by the Governing Board of Western Placer Unified School District of Placer County, California.

I, Karen Roberts, Clerk of the Governing Board of Western Placer Unified School Dist of Placer, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature) August 3, 2004 (Date)

4.3.1

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.
BOARD OF TRUSTEES/GLOBAL DISTRICT 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.

AGENDA ITEM:

Approve Resolution 04/05.02 to Authorize Designated Personnel to Sign Contract Documents for the State Preschool Program.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

August 03, 2004

BACKGROUND:

The attached resolution designates personnel authorized to sign preschool contracts.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 04/05.02 to authorize designated personnel to sign contract documents for the State preschool program.

RESOLUTION 04/05.02

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2004/05.**

RESOLUTION

BE IT RESOLVED that the Governing Board of Western Placer Unified School District

authorizes entering into local agreement number/s GPRE and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
Jay M. Stewart	Assistant Superintendent	

PASSED AND ADOPTED THIS 3rd day of August 2004/05, by the Governing Board of Western Plaer Unified School District of Placer County, California.

I, Karen Roberts, Clerk of the Governing Board of Western Placer Unified School Dist of Placer, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a Regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature) 08/03/04 (Date)

4.4.1

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.
BOARD OF TRUSTEES/GLOBAL DISTRICT 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.

AGENDA ITEM:

Ratify Wallace-Kuhl & Associates' Special Inspection and Testing Services Proposal for the Foskett Ranch Elementary School.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

August 03, 2004

BACKGROUND:

The attached proposal authorizes Wallace-Kuhl & Associates to perform the required special inspection and testing services during the construction of the Foskett Ranch Elementary School. The total amount of the time and expense contract is estimated at $50,000. The District will approve any changes to the proposal that are based on the construction schedule.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify Wallace-Kuhl & Associates' special inspection and testing services proposal for the Foskett Ranch Elementary School.

WALLACE • KUHL & ASSOCIATES INC.

Geotechnical Engineering

Engineering Geology

Environmental Consulting

Remediation Services

Construction Inspection

Materials Testing

June 15, 2004

DSA File No. 31-42
DSA Application No. 02-105469

Mr. Shiller Castle
NTD Architects
200 Auburn-Folsom Road, Suite 200
Auburn, CA 95603

Testing and Inspection Services Proposal
FOSKETT RANCH ELEMENTARY SCHOOL
Venture Drive & A Street
Lincoln, California
Western Placer Unified School District

Wallace-Kuhl and Associates is pleased to submit this proposal to provide special inspection and testing services during construction of the new Foskett Elementary School. The purpose of our work will be to provide the construction materials testing and inspection services and appropriate documentation required by the DSA approved project documents. Our firm is approved by DSA to provide these services (LEA No. 116, expires September 10, 2005).

Our budget estimate is based on our review of the project documents and experience on recent, similar school projects including Twelve Bridges Elementary School, where we are currently providing testing and inspection services. Most of the buildings at the school will be steel-framed with tube steel columns, wide flange roof framing, chevron brace frames and sheet metal studs. Our scope of work would include testing and inspection of concrete placement, stucco preparation and application (at project inspector's discretion), shop and field welding & high strength bolting, concrete anchors and incidental masonry construction.

We estimate that our fee for the special inspection and testing services required for this project would be approximately $50,000. As you know, the number of site visits and tests we are required to perform – and therefore the cost for our services - is directly related to the schedule and efficiency of the contractor. Based on our experience with similar projects, we have prepared the attached rough cost breakdown. If requested, we can provide a detailed budget estimate by type of inspection and test once the contractor has submitted a detailed, accurate construction schedule. Billing for our services on this project would be only for work performed and determined based on the attached 2002P Schedules of Fees.

To assure that all parties fully understand the limitations of our role in your project, we emphasize that our representative will not act as supervisor of construction, nor will they direct construction operations. The various sub-contractors should be informed that neither the presence of our representative nor the testing by our firm shall excuse them for defects discovered in their work. Job and site safety of the contractor's personnel will be the sole responsibility of the contractor.

CORPORATE OFFICE
3050 Industrial Boulevard
West Sacramento
CA 95691
Tel 916.372.1494
Fax 916.372.2565

ROCKLIN OFFICE
500 Menlo Drive
Suite 100
Rocklin, CA 95765
Tel 916.435.9722
Fax 916.435.9822

STOCKTON OFFICE
3410 West Hammer Lane
Suite F
Stockton, CA 95219
Tel 209.234.7722
Fax 209.234.7727

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4.5.1

If this proposal is acceptable, please let me know and I will forward an original copy to Western Placer Unified School District. We would be pleased to provide more detailed information on our firm's experience and qualifications at your request, or you may view our website at www.wallace-kuhl.com. Please contact me if you have any questions or require further information.

Wallace - Kuhl & Associates, Inc.

David A. Redford
Senior Engineer

DAR:mlo

Attachments: Construction Testing Agreement
Schedule of Fees EP

FOSKETT RANCH ELEMENTARY SCHOOL
Venture Drive & A Street
Lincoln, California

Cost Summary

Based on our experience, we have broken down the approximate total budget cost of $50,000 into the following categories for your review:

Reinforcing Steel; tag, sample, test	8%	$4000
Reinforced concrete; sample, test	35%	$17,500
Masonry	12%	$6000
Epoxy and wedge anchor testing	5%	$2500
Structural Steel; shop; tag, sample, test; welders certificates, shop procedures	20%	$10,000
Structural Steel; field welding and bolting	10%	$5000
Stucco preparation and application	5%	$2500
Administration, Laboratory Verified Reports	5%	$2500
TOTAL	**100%**	**$50,000**

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4.5.3

WALLACE - KUHL & ASSOCIATES INC.

CONSTRUCTION TESTING

AGREEMENT

FOSKETT RANCH ELEMENTARY SCHOOL

WESTERN PLACER UNIFIED SCHOOL DISTRICT ("CLIENT") and **WALLACE - KUHL & ASSOCIATES, INC.** ("WKA") agree:

1. PROFESSIONAL SERVICES. WKA will perform professional services and will receive compensation pursuant to the terms and conditions of the attached proposal letter dated June 15, 2004which is incorporated herein by reference. In performing professional services, WKA shall use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of the engineering profession practicing under similar conditions at the same time and in the same or similar locality. CLIENT understands and acknowledges the inherent risks connected with construction and agrees that no warrant, either expressed or implied, is provided.

2. PAYMENT. WKA will submit invoices for services rendered on a periodic basis, provided, however, said invoices shall not be submitted more frequently than once every 30 days. Invoices shall be due upon receipt, but shall not be considered delinquent if paid on or before the expiration of 30 days from date of mailing. If payment is not so made, a late payment charge shall be due on the invoice amount at the rate of one and one-half percent (1½%) per month on the unpaid balance from the date of the invoice until paid. In the event of delinquency, CLIENT shall pay the actual cost of collection including, without limitation, reasonable attorneys' fees.

3. JOB SITE. WKA will not act as supervisor of construction operations, nor will WKA direct or exert any control over such operations. The construction contractor shall be informed that neither the presence of WKA on the job site, nor the testing by WKA shall excuse the contractor for defects discovered in his work. CLIENT agrees that the construction contractor will be required by CLIENT to assume sole and complete responsibility for job conditions during construction, including safety of persons and property.

4. REPORTS. Reports, plans and other work prepared by WKA remain the property of WKA. CLIENT agrees that all reports and other work furnished to the CLIENT and his agents not paid for will be returned upon demand, and will not be used for licensing, permits, design and/or construction.

5. LIABILITY. CLIENT agrees to indemnify and hold WKA harmless from any and all liability in connection with the performance of work during construction of this project, except liability arising directly from the negligence of WKA. WKA carries workers' compensation insurance and public liability insurance for bodily injury and property damage which may be suffered by third parties and members of the public who are not covered by the limitation of liability set forth below in Paragraph 6. Certificates of coverage will be furnished to CLIENT upon request. WKA assumes the risk of damage caused by its personnel to its supplies and equipment. In the event CLIENT desires greater insurance coverage and directs WKA to take out additional insurance, WKA shall procure and maintain additional insurance, if procurable, at CLIENT's expense; provided, however, WKA shall not be responsible for property damage and bodily injury resulting from any cause, including fire and explosion, beyond the amount and coverage of WKA's insurance.

6. LIMITATION OF LIABILITY. WKA's liability for damages due to alleged negligent professional acts, errors and omissions will be limited to a sum not to exceed $50,000 or WKA's total fee, whichever is greater. In the event that CLIENT does not wish to limit WKA's liability to this sum, WKA agrees to raise the limitation of liability to a sum not to exceed $500,000 for increased consideration of four percent (4%) of the total fee or $200, whichever is greater, or to a sum not to exceed $1,000,000 for increased consideration of ten percent (10%) of the total fee or $500, whichever is greater, upon receiving CLIENT's written request prior to the start of WKA's work.

7. DISPUTES. Should either party hereto bring suit in court to enforce any term of this Agreement, it is agreed that the prevailing party shall be entitled to recover his costs, expenses and reasonable attorneys' fees.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Jay M Stewart
Signature

Jay M Stewart Asst Supt.
Name printed or typed *Title*

7/7/04
Date

Western Placer Unified
810 J Street, Lincoln, CA 95648
Company Address

WALLACE - KUHL & ASSOCIATES, INC.

Signature

David A. Redford, Senior Engineer
Name / Title

June 15, 2004
Date

SCHEDULE OF FEES EP

MATERIALS TESTING AND SPECIAL INSPECTION
SEPTEMBER 2002

Materials Tester	$ 60.00/hr.
Steel/Welding Inspector	$ 70.00/hr.
Project Manager	$ 90.00/hr.
Staff Engineer	$ 95.00/hr.
Project Engineer	$ 105.00/hr.
Senior Engineer	$ 115.00/hr.
Principal Engineer	$ 145.00/hr.
Vehicle Charge	$ 0.49/mi.
Subsistence	$ 42.00/day
Lodging	Cost
Premium charges	
Overtime (Saturdays and over 8 hours in one day)	add $ 34.00/hr.
Sunday and Holidays	add $ 42.00/hr.
Equipment rental, freight, special materials	Cost + 20%
Outside services	Cost + 20%

NOTES:

1) A four hour minimum charge will apply to field technician services with the following exception:
   a) Single trip pickup and delivery services, where a one hour minimum will apply.

2) A $10.00 per hour shift differential surcharge will be added to the hourly rate of personnel involved in scheduled testing work between the hours of 6 P.M. and 5 A.M.

WALLACE • KUHL & ASSOCIATES INC.

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SCHEDULE OF FEES E/P
MATERIALS TESTING AND SPECIAL INSPECTION
SEPTEMBER 2002

CONCRETE TESTING

Concrete Mix Design or Review		Quotation Upon Request
Materials Tester – concrete sampling and field testing		$ 60.00/hr.
Compression Tests	ASTM C39	
6" x 12" concrete cylinder		$ 22.00 each
6" x 12" concrete cylinder handled & cured, NOT tested		$ 20.00 each
3" x 6" lightweight insulating concrete cylinder		$ 29.00 each
Concrete cores, including trimming		$ 56.00 each
Flexural Strength, concrete beams	ASTM C78,C293	$ 78.00 each
Unit Weight of Hardened Concrete	ASTM C567, C495	$ 41.00 each
Splitting Tensile Tests	ASTM C496	$ 51.00 each
Laboratory Drying Shrinkage Test (set of 3)	ASTM C157	$ 415.00/set
Concrete Cylinder Molds (6" x 12")		$ 2.00 each
Concrete Anchor Pullout Testing		*
R-Meter (Pachometer) Testing		*
Schmidt Hammer Testing (Rebound number)	ASTM C805	*
Floor Flatness (F-number testing)	ASTM E1155	*
Windsor Probe Testing		$ 83.00/hr.
Windsor Probe Test Shot		$ 19.00/shot
Concrete Coring	ASTM C42	*
Floor Slab Moisture Emission Test	ASTM F1869	**

* Technician(s) time plus $26/hr. premium for equipment use

** Technician(s) time plus $23 per calcium chloride test kit **

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4.5.6

SCHEDULE OF FEES EP
MATERIALS TESTING AND SPECIAL INSPECTION
SEPTEMBER 2002

STEEL TESTING

Steel/Welding Inspector – rebar placement and welding inspection			$ 70.00/hr.
High Strength Bolt Assembly Laboratory Hardness Testing. (Bolt, Nut, Washer)		Less than 5 More than 5	$ 34.00 each $ 29.00 each
Ultrasonic Testing			$ 80.00/hr.
Tensile Test			
Up to 3/4"	ASTM A36		$ 56.00 each
Sizes Larger than 3/4"			$ 61.00 each
Machining of Test Specimens			cost plus 20%
Fireproofing Unit Weight	ASTM E605		$ 48.00 each

REINFORCING STEEL TESTING

Tensile Tests		
Up to Size No. 7	ASTM A370	$ 61.00 each
From No. 8 through 14	ASTM A370	$ 80.00 each

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4.5.7

SCHEDULE OF FEES EP
MATERIALS TESTING AND SPECIAL INSPECTION
SEPTEMBER 2002

MASONRY TESTING

Materials Tester – masonry inspection and testing (DSA certified when required)		$ 60.00/hr.
Compression Tests		
Grout	UBC 24-28	$ 29.00 each
Mortar	UBC 24-22	$ 22.00 each
Concrete Masonry Units	ASTM C140	$ 50.00 each
Brick	ASTM C67	$ 44.00 each
Grouted Block Prism	UBC 24-26	$ 75.00 each
Absorption and Moisture Content of Concrete Masonry Unit	ASTM C140	$ 57.00 each
Linear Shrinkage, Concrete Masonry Unit (Set of 3)	ASTM C426	$ 350.00 set
Modulus of Rupture, Brick	ASTM C67	$ 52.00 each
Absorption with Coefficient, Brick	ASTM C67	$ 62.00 each
Mortar Cylinder Mold		$ 2.00 each
Masonry Coring		*
Masonry Core Compression tests	2002 CBC Title 24, Section 2105A	$ 60.00 each
Masonry Core Shear Strength	2002 CBC Title 24, Section 2105A	$ 65.00 each
Brick Veneer Shear Strength	2002 CBC Title 24, Section 1403	$ 100.00 each
In-Place Masonry Shear Testing		*
Rental Equipment & Labor		Cost + 20%

* Technician(s) time plus $26/hr premium for equipment use.

WALLACE · KUHL & ASSOCIATES INC.

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4.5.8

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World.
BOARD OF TRUSTEES/GLOBAL DISTRICT 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.

AGENDA ITEM:

Approve the Agricultural Vocational Education Incentive Grant Application.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

August 03, 2004

BACKGROUND:

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the Agricultural Vocational Education Incentive Grant application.

CALIFORNIA DEPARTMENT OF EDUCATION NOTE: Please print or type all information.
© '97-'04 Cheat Planet

APPLICATION FOR FUNDING
CDE-100 (Revised May 14, 2004)

Return to:	To be completed by agency
	County Code | District Code
Jeanette Sturzen, Consultant California Department of Education 311 Nicholas C. Shouten Lane Chico CA. 95928-9527	Funds Requested: Part I - $5835 Part II - $11,000 Part III - $ Total $16,835
Program: AGRICULTURAL VOCATIONAL EDUCATION INCENTIVE GRANT	Date: July 5, 2004
Dates of project duration: July 1, 2004 to June 30, 2005	Date of approval of local agency board: 8/3/04

Applicant:
Western Placer Unified School District/ Lincoln High School

Address:	City:	County:	Zip:
790 J Street	Lincoln	Placer	9564[illegible]

Contact person:	Title: Ag Department Chair	Telephone:
Michael Trueblood		(916) 645-6360

Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions in the operations in this project/program for local participation and assistance.

Signature of authorized agent:	Title: Assistant Superintendent	Date: 7/7/04

School site for which funds are requested:
Lincoln High School

Signature of Principal:

Signature of vocational agriculture teacher responsible for the program: Michael W. Trueblood

STATE DEPARTMENT OF EDUCATION USE ONLY

Review and recommended for approval by:	Date:	Funds authorized: $ 16,1

PART I - DEPARTMENTAL ALLOCATION		
Number of different vocational agriculture teachers at this site:		
A. QUALITY CRITERIA	WILL MEET CRITERIA	VARIANCE REQUESTED
1. Curriculum and Instruction	X	
2. Leadership and Citizenship Development	X	
3. Practical Application of Occupational Skills	X	
4. Qualified and Competent Personnel		X
5. Facilities, Equipment, and Materials	X	
6. Community, Business, and Industry Involvement	X	
7. Career Guidance	X	
8. Program Promotion	X	
9. Program Accountability and Planning	X	
10. Student Teacher Ratio (Optional)	X	
11. Year Round Employment (Optional)	X	

* EXPLAIN REASON FOR VARIANCE REQUEST ON BACK OF THIS PAGE. VARIANCE REQUESTS MUST ALSO INCLUDE A PLAN FOR BRINGING THE PROGRAM INTO COMPLIANCE IN THE FUTURE Marilou Edwards has a degree in Chemistry and teaches our Agricultural Chemistry and Floral Design Classes

Departmental Allocation: Meeting the criteria listed makes the program eligible for the following amounts based on the number of teachers in the program.

B. TOTAL NUMBER OF TEACHERS		AMOUNT REQUESTED (PART I-B)
One teacher or less	$4,000	
Two teachers	$4,500	
Three teachers or more	$5,000	$5000
C. TOTAL NUMBER OF STUDENTS BASED ON 2003-2004 R-2 REPORT		167 X $5.00 = $835

(TRANSFER THIS AMOUNT TO COVER - FUNDS REQUESTED PART I) TOTAL B + C = $5835 PAGE

4.6.2

PART II - AGRICULTURE TEACHER ALLOCATION

Schools which qualify for a Departmental Allocation may apply for additional amounts for each specific Quality Criteria (10 and 11) met.

- Amounts requested in Quality Criteria #10 will be the indicated amount for that standard, multiplied by the FTE.
- Amounts requested in Quality Criteria #11A will be the indicated amount for each teacher which was compensated a minimum of $1600 for Year Round employment.
- Amounts requested in Quality Criteria #11B will be the indicated amount for each teacher which is provided a Project Supervision Period.

	YES	NO	NUMBER MEETING STANDARD	AMOUNT REQUESTED
10. *Student Teacher Ratio $2000/FTE	X		2.5	$5000
11. Full Year Employment				
(1) Year Round Employment $2000/Teacher	X		2	$4000
(2) Project Supervision Period $2000/Teacher	x		1	$2000

(TRANSFER THIS AMOUNT TO THE COVER PAGE - FUNDS REQUESTED PART II) TOTAL AMOUNT REQUESTED $11,000

Number of FTE Vocational Agriculture Teachers at this site: 2 4/5

*Class Size Ration - All classes must not exceed the maximum class size criteria.

*Supervision Criteria - Total program enrollment divided by the number of teachers with assigned supervision responsibilities must not exceed 75 students per teacher. Enrollment in introductory type courses will count as .5 for purposes of the 75 to 1 ratio only.

LIST THE NAMES OF THE AGRICULTURE TEACHERS:

Michael Trueblood 1 FTE	
Barrett Hess 1 FTE	
Mark Fowler 2/5 FTE	
Marilou Edwards 2/5 FTE	

PART III - CERTIFIED PROGRAMS

A program that has met Standard 12 is eligible for an additional $3,000 allotment.

(TRANSFER THIS AMOUNT TO THE COVER PAGE - FUNDS REQUESTED	$None

APPLICATION FOR FUNDING -- FINANCIAL SCHEDULE-A

4.6.4

CDE-101-A

Program: AGRICULTURAL VOCATIONAL EDUCATION INCENTIVE GRANT	Recipient: (District and School) Western Placer Unified School District/ Lincoln High School

OBJECTS OF EXPENDITURE (Enter dollar amounts only)

Line No.	Acct. No.	Classification	Incentive Grant (A)	Perkins II-C (B)	District ©	ROC/P (D)	Other (E)	Total Match (F) [B+C+D+E]
1	4000	Books & Supplies	5000	3000	2000			5000
2	5000	Services & Other Operating Expenses	5000		3800		1200	5000
3	6000	Capital Outlay	6835	2000	4000		835	6835
4	***** *****	TOTAL DIRECT COSTS	16835	******* *******	******** ********	***** *****	***** *****	16835
COMPLETE ONLY IF REQUESTING A WAIVER (A LETTER FROM THE SUPERINTENDENT MUST BE ATTACHED)								
5	1000	Cost of Teacher Summer Employment	********* *********					
6	1000	Cost of Project Supervision Periods	********** ********** **********					
7	3000	Benefits Based on Above (1000)	********** **********					
8	***** *****	TOTAL WAIVER	********** **********					

Total of column F, line 4, objects of expenditure and column F, line 8, request for waiver must be equal to or exceed column A, line 4

APPLICATION FOR FUNDING - FINANCIAL SCHEDULE-A

CDE-101-B

4.6.5

Program: AGRICULTURAL VOCATIONAL EDUCATION INCENTIVE GRANT	Recipient: (District and School) Western Placer Unified School District/ Lincoln High School

Column 1 - Acct. No. 4000			Column 2 - Acct. No. 5000			Column 3 - Acct. No. 6000		
Description of Each Item or Service	Incent. Grant Funds	Match. Funds	Description of Each Item or Service	Incent. Grant Funds	Match. Funds	Description of Each Item or Service	Incent. Grant Funds	Match Funds
• Textbooks • Instructional supplies • Audio/Visual aids • FFA Leadership Packets	5000 ******* ******* ******* ******* ******* ******* ******* ******* ******* ******* ******* ******* ******* ******* ******* *******	5000 ***** ***** ***** ***** ***** ***** ***** ***** ***** ***** ***** ***** ***** ***** ***** ****	• Contract Services • Travel/ Conferences • FFA and class field trips and activities	1000 2000 2000	1000 2000 2000	• Site improvement and equipment replacement on school site and farm lab	6835	6835
TOTALS	$5000	$5000	TOTALS	$5000	$5000	TOTALS	$6835	$6835

MISSION STATEMENT: Western Placer is committed to the pursuit of excellence in all of its endeavors		
BOARD OF TRUSTEE/DISTRICT GOALS	*COMPLIANCE CHECK LIST*	
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.	Complies with Board Policy ___ Complies with Site Plan (LIP) ___ Complies with Governance & Management Document ___	
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals ___	____
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Complies with District Mission Statement ___ Funding Sign-Off by J. Stewart ___	____ Initial
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Personnel Sign-Off by B. Noyes ___	____ Initial
	Program Sign Off by S. Leaman ___	____ Initial
	SBLT Involvement ___	____ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Approval of GATE application

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
August 2, 2004

BACKGROUND:
Board approval is requested on the 2004 GATE application. The updated application was rewritten to include new criteria required by the California Department of Education.

ADMINISTRATION RECOMMENDATION:

The administration recommends approval of the GATE application.

Gifted and Talented Education (GATE)
2004 APPLICATION

Send original to be postmarked by June 15, 2004 to:

California Department of Education
Mathematics & Science Leadership Office
GATE Program
1430 "N" Street, Suite 4309
Sacramento, CA 95814

Inquiries to:
Phone: (916) 323-5505
Person Completing Report: Scott Leaman
Phone: (916) 645-6350 Date: June 13, 2004
e-mail: s_leaman@wpusd.k12.ca.us

District Name and Mailing Address:
Western Placer Unified School District
810 J Street
Lincoln, CA 95949

County: Placer
CDS Code: 3 1 - 6 6 9 5 1

Certification:	**Local Governing Board Approval:**
I hereby certify that all applicable state and federal rules and regulations will be observed in the expenditure of GATE funds and that to the best of my knowledge the information herein is accurate and complete.	The local governing board has determined the most appropriate educational program for participating students [EC Section 52206].
_____ _____	**Date of local governing board approval of the GATE Application:**
Signature of District Superintendent Date	August 3, 2004

Parent Participation:
Parents must be involved in the planning and evaluation of the GATE program [Title 5 Regulations, Section 3831 (j)].
Date of GATE Parent/Teacher Advisory Committee (highly recommended, but not required) or date of School Site Council(s) review of this application October, 2004

IMPORTANT INFORMATION	**For CDE Office Use Only:**
Check all that apply:	☐ Missing explanation of budget items.
☐ First time applicant.	☐ Budget items need further explanation.
☐ District application includes one or more Charter Schools.	☐ Indirect costs exceed 3%.
☐ GATE operates as part of a School-Based Coordinated Program at ____ (#) sites.	☐ Budget figures do not add up.
☐ District will serve 50 or fewer GATE students.	☐ Excessive carryover needs further explanation.
☐ District intends to be part of a GATE Consortium.	☐ Meets Standards ___1 yr ___2 yr ___ 3 yr ___ 5 yr
Current number of identified GATE students: 180	☐ Denied_____ Resubmitted_____
District serves grades: 3 - 12	Reviewer (s) _____ Date _____

District Name: Western Placer Unified School District

Proposed Budget Plan for 2004-05				Use the column below to relate your budget to your approved application. ***Budget updates without explanations of expenditures will be returned.***
Line	**Code**	**Classification**	**Amount**	**Explanation of Budget Expenditure**
1	1000	Certificated Personnel Salaries	a) $7,500 b) $2,000	a) After school program at Glen Edwards Middle School and extension classes serving GATE and other students b) Substitutes for "GATE DAY" and Training
2	1100	Teacher Salaries		
3	1200	School Administrator Salaries		
4	1300	Supervisor Salaries		
5	1500	Guidance and Welfare Attendance Salaries		
6	1800	Administrator Salaries (certificated non-instructional)		
7	1900	Other Certificated Salaries		
8	2000	Classified Personnel Salaries		
9	2100	Instructional Aides	$14,000	Full time instructional aide for elementary GATE self-contained class
10	2200	Administrator Salaries		
11	2300	Clerical Salaries		
12	2900	Other Classified Salaries (specify)		
13	3000	Employee Benefits	$4,500	Statutory payroll for instructional aide, coordinator, and substitutes

Proposed Budget Plan for 2004-05				Use the column below to relate your budget to your approved application. ***Budget updates without explanations of expenditures will be returned.***
Line	**Code**	**Classification**	**Amount**	**Explanation of Budget Expenditure**
14	4000	Book and Supplies (including computer software)	$1,000	Supplies for identification, program, and "GATE DAY"
15	5000	Services and Other Operating Expenditures	$2,000	Attendance at CAG conference, memberships, and local workshops based on local Assessment
16	6000	Capital Outlay (including computer equipment)		
17	7000	Indirect Costs (maximum of 3%)	$930	
18		Amount of total proposed expenditures used for identification/testing	$250	Funding for correction of assessments
19		Expected GATE Apportionment	$32,180	
20		**TOTAL PROPOSED EXPENDITURES**	$32,180	
21		2003-04 Carryover (if any) Describe how carryover will be spent	0	
22		Amount district adds to GATE funding from other budget sources (transportation, facilities, teacher training, materials & staff)	$70,000	Transportation, facilities, teacher salary for self-contained class, materials and other costs associated with GATE students.

School-Based Coordinated Programs

If district includes GATE in any site-level School-Based Coordinated Programs (SBCPs) or Charter Schools, please list the names of the schools and the amount of GATE funds allocated to each site on the lines below. Check here if ALL schools in the district receive GATE funds as SBCP participants: _____

SUBMIT SECTION OF SITE PLANS PERTAINING TO GATE.

School	GATE Funds		School	GATE Funds

District Name: **Western Placer Unified School Disrict**

3 1 - 6 6 9 5 1
COUNTY CODE DISTRICT CODE

How many students have you, or do you plan to identify as gifted and talented? 20

Please check all the following service options you will use for gifted and talented students in 2004-05.

The law requires that programs for gifted and talented pupils be planned and organized as an integrated differentiated learning experience within the regular school day. You must select one or more of the following:	**Primary**	**Upper Elementary**	**Middle School**	**High School**
Special Day Classes	X	X		
Part-time Grouping	X	X	X	X
Cluster Grouping			X	
GATE services may be augmented with other differentiated activities related to the core curriculum. You may augment your program with one or more of the following:				
Acceleration	X	X	X	X
Independent Study/Mentorships				
Pullout				
Advanced Placement/Honors				X
Postsecondary Education Opportunity				
International Baccalaureate				
After School/Saturday Classes	X	X	X	
Other (specify)_____				

ANSWER THE FOLLOWING QUESTIONS. EACH RESPONSE SHOULD NOT EXCEED TWO PAGES . EXEMPLARY STANDARDS INCLUDE AND EXTEND MINIMUM STANDARDS. REFER TO THE RUBRIC AND BE SURE ALL ISSUES ARE ADDRESSED.

1. **Program Design**
   How does your district provide a comprehensive continuum of services and program options responsive to the needs, interests and abilities of gifted students and based on philosophical, theoretical, and empirical support? (EC Section 52205 d and 52206a). *In responding to this question, please address the standards itemized in Section 1 of "Recommended Standards for Programs for the case of components that will be addressed in more detail later in you're application, please be brief.*

   Our district maintains a comprehensive program that is developed along a continuum of services and program options proven to be responsive to the Gifted Student's needs and abilities. This program is provided with special concern for the input of all groups involved: Local Board of Education; GATE Advisory Committee; Parents; Teachers; and Students. This plan is published on the District's Website and great care is taken to align the program goals with the local logistics and available resources. With the guidance of the State Academic Performance Standards, we continue to challenge the varied abilities (creative, leadership and visual or performing arts) of our gifted students. At each site, there are a number of structures available to meet the individual, as well as the interactive, needs of the gifted student. Because the Middle School acts as the linchpin between the elementary and high school GATE programs, and because it exemplifies the district's concepts and policies, many of the examples used to explain the responses to the application's questions will focus on that program level. For example, at all Middle School grade levels, there is both a performing arts-based 3-teacher team for Gate Students and a traditional 4- teacher general education-based team. Flexible grouping and General Education articulation maintenance are integral to the objectives of this program. The GATE Manager meets with the GATE Advisory Committee on a regular basis for updates and evaluation. Parents are notified of, and in many cases involved with, any changes or modifications of the program. The GATE Program is introduced to both current and prospective parents and students along with the General Education Program, in both written and group presentation formats. This introduction is also presented on the District's Website. GATE education is viewed as an "enhancing environment" for utilizing and expanding a student's gifted abilities. Throughout the district, at each grade level, there are teachers trained in delivering research-based GATE Curriculum and Instructional Methodology. This program provides continuity to the progress students make as they participate from year to year. For the gifted learner, each level of education involves a new building block that fits neatly upon a previously stacked one. With an eye on our Mission Statement, the comprehensiveness and progressive nature of our program is insured. Our Statement reads: "To effectively and creatively educate the Gifted and Talented students of our district. To be aware of the current research being done and to incorporate that research into our curricular development. And, finally, to challenge our GATE students to reach their full and unbridled potential."

SLH

2. Identification

Which of the following categories will be district use in identifying gifted and talented students, and what criteria will the district use to identify in each category? Describe how your identification procedures are equitable, comprehensive, and ongoing, and how they reflect the district's definition of giftedness and its relationship to current state criteria. [EC Section 52202; Title 5, 3822]. *In responding to this question, please address the standards itemized in Section 2 of "Recommended Standards for Programs for Gifted and Talented Students", indicating the form they take in your district.*

_X_ Intellectual Ability (required)	_____ Leadership Ability
_____ Creative Ability	_X_ High Achievement
_____ Specific Academic Ability	_____ Performing and Visual Arts
_____ Other (please describe):	

It is the district's charge to ensure every student has an opportunity to be identified as a gifted and/or talented student. The use of multiple criteria ensures students who are linguistically, economically, or culturally disadvantaged have that opportunity. In May of each year every student in grades 2 through 7 has an opportunity to participate in GATE testing. Students having parent permission are administered the OLSAT and MAT (this is appropriate for English Learner Students to be reflective of the student population). A profile on each student is developed listing OLSAT, MAT, Stanford Achievement Test version 9 or California Achievement Test, ethnicity, teacher checklist of GATE student behaviors, and parent comments. Training for administrators for this process is held annually and the data for all students assessed is maintained at the district office. Students maintain their GATE status throughout their tenure with WPUSD.

Specific Identification Criteria

INTELLECTUAL ABILITY

- ✓ Evidence of intellectual ability such as:
- ✓ Superior abstract reasoning ability
- ✓ Superior vocabulary
- ✓ Indication of the potential for advanced academic performance
- ✓ Accelerated rte of learning new tasks
- ✓ Honors or recognition for outstanding accomplishments
- ✓ Developmental potential

AND

- ✓ 95th percentile rank on OLSAT or WISC-R

OR

- ✓ Group or individual achievement test results indicating a high level of performance

HIGH ACHIEVEMENT

- ✓ Several consecutive years of advanced achievement in multiple academic fields
- ✓ A significantly high grade point average for the required consecutive years in multiple areas as evidenced by progress report
- ✓ card marks

AND/OR

- ✓ Achievement test scores that would indicate/predict performance in the gifted range for a combination of years

AND/OR

- ✓ The results of an individually or group administered ability test obtained within the previous twelve-month period which indicate performance at least two years above grade level in multiple areas

3. Curriculum and Instruction

How does your district develop differentiated curriculum, instructional models and strategies that are aligned with and extend state academic content standards and frameworks? How is the differentiated curriculum offered in your district related to theories, models and practices from the recognized literature in the field? Include specific examples that illustrate how this standard is implemented in your district. (EC 52206 and b). *In responding to this question, please address the standards itemized in Section 3 of "Recommended Standards for Programs for Gifted and Talented Students", indicating the form they take in your district.*

Differentiated Curriculum for gifted students is present at each grade level and does incorporate the concepts of content depth and complexity. Attention is also paid to the acceleration and novelty of this same content. The skills that are developed within this program are aligned with the state required standards of critical, creative, problem solving and research applications. Societal concerns of ethical standards, positive self-concepts, sensitivity and responsibility to others, as well as overall contributions to society, are addressed as well. Here are some examples of how these standards are met and extended. The use of portfolio and notebook assessments for our GATE students allow them the opportunity to utilize their creative and critical thinking skills as they relate to developing pictorial representations of concepts presented in class. These strategies also allow our students to delve more deeply into concept explanation. The teacher/class discussion phase of the assessment presents the student the forum to understand and present more complex insights as they relate to the assignment. The introduction of technology, in the form of PowerPoint, digital picture and video presentations, adds the novelty component needed to motivate the GATE student and enhance the learning experience. This delivery of the curriculum does occur regularly within the normal school day and is supported by both in-class computer use and access to both out of grade level print (Accelerated Math and Reader programs) and non-print materials (relevant video snippets and Encarta software). Students are encouraged to become involved in various programs that speak to the societal concerns mentioned above. The BEST Club is a science-based group that focuses on environmental concerns. The Web Program, which provides the opportunity for an 8th grader to mentor a 6th grader, allows the student to develop a familial concern for their school and fellow students. The Conflict Manager program develops student sensitivity for other students as they experience student versus student conflicts. The use of discussion, debates, oral presentations, historical reenactments, critical thinking exercises, and role playing provide appropriate means of educational discovery for our GATE students. As the GATE student progresses from grade level to grade level, curriculum development continuity is established that includes all grade levels.

4. **Social and Emotional Development**
How does your district establish and implement plans to support the social and emotional development of gifted learners to increase responsibility, self-awareness, and other issues of affective development? (EC 52212a-1). *In responding to this question, please address the standards itemized in Section 4 of "Recommended Standards for Programs for Gifted and Talented Students", indicating the form they take in your district.*

A day devoted to GATE activities and applicable research is presented each year that provides current information and training for all administrators and teachers who are involved in the GATE program. Furthermore, all GATE parents are invited to initiate a cohesion of understanding regarding the programs progress and results. There are a number of "Career Days" offered at many of the sites in the district, as appropriate to their grade levels. GATE students are encouraged to not only attend, but to also become actively involved in the career development process. This may take the form of researching, participating, or even presenting. By providing these activities, our GATE students can become more aware of the possible careers and employment fields open to them. There is an extensive "at-risk" recognition program in this district. Both behavioral and academic factors are monitored to immediately recognize "at-risk" tendencies. When these tendencies are encountered, counselors and teaching staff are trained to contact the appropriate professional. If academic issues are at risk, teachers are trained to monitor closely and then contact parents depending on the severity of the situation. Counselors at all sites have been trained to recognize behaviors that may put a GATE student in an "at-risk" category. An SST Team is convened and the behavior(s) are targeted and addressed with either continued counseling or referral to the appropriate agency. This program is delineated to make it transferable to new teachers and interested parents. This and all programs are presented on the district's website at the beginning of each new school year. The Guidance, counseling, teacher and parent groups all work together to support the social and emotional development of the GATE students in this district.

5. Professional Development

How does your district provide professional development opportunities related to gifted education to administrators, teachers and staff to support and improve educational opportunities for gifted students? (EC 52212 1). *In responding to this question, please address the standards itemized in Section 5 of "Recommended Standards for Programs for Gifted and Talented Students", indicating the form they take in your district.*

With regard to the professional development of the administrators and teachers of gifted students, there is a process that not only ensures their appropriate training, but also provides for on going and replacement training. Each year teachers and appropriate administration are sent to the GATE Conference to update them on the new informational research of that year. Interested parents are also notified and invited to attend. Specific seminars focusing on the needs of gifted students (Roger Taylor and others) are offered to relevant administrators and teachers, as well. There is also an effort to maintain continuity of the program by making sure that all transferred and newly hired teachers are offered the same training as those whose place was taken. Results from this training are used in two ways. One, the training information is used with evaluation material to modify and refine present program activities and strategies. Secondly, training information is communicated to parents in presentation or written formats.
A GATE Coordinator is in place to monitor both the training of administrators and teachers as well as the dissemination of the training information. Many of the teachers involved with gifted students are encouraged to upgrade their professional development with GATE associated experience. The District also, through different avenues (PAR, BTSA, etc.), provides within-district training and in-service with regard to gifted education. All administrators and teachers are encouraged to provide gifted educational information during GATE Days and informal staff and curriculum development meetings as well. The district makes every attempt to offer both outside and in-house training activities. In this way, proven strategies and information, as well as new, innovative techniques and curriculum content, can be investigated by those involved in GATE education.

6. Parent and Community Involvement

How does your district provide procedures to ensure consistent participation of parents and community members in the planning and evaluation of your program for gifted students? (EC 52205 2f). *In responding to this question, please address the standards itemized in Section 6 of "Recommended Standards for Programs for Gifted and Talented Students", indicating the form they take in your district.*

To provide a systematic procedure for the consistent participation of parents and community members, this district has taken a proactive approach. The GATE Program is presented to both new and returning GATE parents and students in written format at the beginning of each school year. This is followed up with a presentation of the program, along with the general education program, at each site's "Back-To-School" activities. The program is also displayed on the district's web page along with the completed GATE Application. The Site-Based Leadership Team (SBLT) is also presented with the program and is involved with its development and evaluation. This team is made up of administrators, teachers and involved parents. Progress of the program is outlined in various articles in the local newspaper several times during the year. Finally, the culminating activity to help foster parent and community involvement is GATE Day (information provided above). In utilizing the New Year Orientation, the district web page, the SBLT with representative GATE parents, newspaper articles, and GATE Day, a systematic approach to parent and community involvement in this district GATE Program's development and evaluation is enhanced. With these different structures in place, the responsibility for the formation and evolution of this district's GATE program is shared equally among the program's interested parties: students, district, parents and community.

7. **Program Assessment**

How does your district establish formal and informal evaluation methods and instruments that assess the gifted program and the performance of gifted students (which meets or exceeds state standards)? How are the results of the data collected, including state standardized tests, used to assess the value and impact of the services provided and to improve both the program and gifted student performance? (EC 52212 a1). *In responding to this question, please address the standards itemized in Section 7 of " Recommended Standards for Programs for Gifted and Talented Students", indicating the form they take in your district.*

The new GATE coordinator and Assistant Superintendent will conduct and maintain the GATE assessment. This assessment will begin with an evaluation of the activities outlined in this plan. Assessment of these activities will lead to a cohesive and integrated program. Each year, an individualized GATE plan is written for each student. The GATE student plan includes assessment information and goals to assist students during the year. Completion of these plans are the core of the assessment process. Plans are monitored on an annual basis to discover any irregularities affecting students. In addition, student performance will be collected to ensure students are achieving at expected performance levels based on their identification. The GATE program will also be included in the Coordinated Compliance Review presented to the local Board next year.

8. **Budgets**

How do district budgets for gifted programs support and provide for all the components of the district's GATE program and meet the related standards? (EC 52209, 52212a1, 2, 3). Please be sure all itemized budget items are on page 2-3 of this application are explained. In addition, you may choose to provide a narrative. *In responding to this question, please address the standards itemized in Section 8 of " Recommended Standards for Programs for Gifted and Talented Students", indicating the form they take in your district.*

With our new GATE coordinator position in place, the activities previously mentioned and the coordinator position will be vital to the implementation of the proposed budget. The budget includes one position for GATE Coordinator of approximately 180 students. The GATE budget is augmented by the general fund through the placement of the elementary self-contained class and program. In addition, students are offered free bus passes to attend the GATE program. The budget is also augmented by staff development buy out days for purposes of training. Our desire is to expend our budget during the current fiscal year. GATE funds are used to supplement the program.

District Name: Western Placer Unified School District

1	-	6 6 9 5 1
COUNTY CODE		DISTRICT CODE

ASSURANCES FOR SCHOOL-BASED COORDINATED PROGRAMS

By completing and submitting this application you have assured the California Department of Education that ALL of these are true. (Note: not applicable to district-administered programs)

1. The school site plans have been approved by the local governing school board and are available to the public and the Superintendent of Public Instruction. [EC Section 52850]

2. Funds are used to supplement, not supplant. [EC Section 52852.5 (c)]

3. The school site council(s) has (have) developed the school site plan(s), which includes..."instructional and auxiliary services designed to meet the special needs of...gifted and talented pupils." [EC Section 52853 (a)]

4. The district's indirect cost rate is 3 percent or less of gifted and talented education funding.

5. GATE funds are used solely in support of the school site plan. [EC Section 52886 (c)]

Note: For a full description of requirements for School-Based Coordinated Programs, see Education Code Section 52800 et. seq.

11-14

District Name: Western Placer Unified School District

3 1 - 6 6 9 5 1
COUNTY CODE DISTRICT CODE

ASSURANCES FOR DISTRICT-ADMINISTERED PROGRAMS

By completing and submitting this application you have assured the California Department of Education that ALL of these are true. (Note: not applicable to School-Based Coordinated Programs)

1. The district makes provisions for ensuring participation of pupils in the upper range of intellectual ability. [Title 5, Section 3831 (b)]
2. The quality of existing programs for gifted and talented pupils is maintained and/or improved. [Ibid., (d)]
3. Written consent of a parent, guardian, or other person having actual custody and control of the pupil is on file with the district prior to the pupil's participation in the program. [Ibid., (f)]
4. The written plan is available for public inspection. [Ibid., (j)]
5. The district has, where appropriate, a procedure for consideration of the identification placement of a pupil who was identified as gifted or talented in the district from which the pupil transferred. [Ibid., (j)(3)]
6. The district has a procedure to inform parents of a pupil's participation or non-participation in the gifted and talented program. [Ibid., (1)(9)]
7. The district's indirect cost rate is 3 percent or less. (Ibid., Section 3870)
8. For all programs for gifted and talented pupils, including programs for pupils with high creative capabilities and talents in the visual and performing arts, the governing board concentrates part of its curriculum on providing pupils with an academic component, and, where appropriate, instruction in basic skills. [EC Section 52206c]
9. The district programs for gifted and talented pupils are planned and organized as an integrated differentiated learning experience within the regular school day. They may be augmented or supplemented with other differentiated activities related to the core curriculum using such strategies as independent study, acceleration, post secondary education, and enrichment. [EC 52206a]
10. GATE funds are used solely in support of the purposes described in EC Section 52200.
11. Each participating district shall maintain auditable records. [EC 52212b]
12. Each district shall submit a program assessment with each renewal of its GATE authorization. [EC 52212a1]
13. Each district shall designate a GATE manager to coordinate the GATE program in accordance with the law. [EC 52212a3]

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: The Western Placer Unified School District is committed to the pursuit of excellence in all of its endeavors.
BOARD OF TRUSTEES/GLOBAL DISTRICT 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.

AGENDA ITEM:

Annual Approval of Check Signors.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

No

BOARD MEETING DATE:

August 03, 2004

BACKGROUND:

The District's audit firm recommends that the Board of Trustees approve check signors on an annual basis. The following are the District checking accounts and the authorized signors:

District Office:

General Fund 08825-80152
Cafeteria Fund 08827-80151
Petty Cash 08823-80153

Roger R. Yohe, Superintendent
Jay M. Stewart, Assistant Superintendent
Scott M. Leaman, Assistant Superintendent
Robert Noyes, Director, Human Services
Bonnie Pellow, Account Clerk

Lincoln High School:

Student Body 08823-00293

David Butler, Principal
Jan Smith, Assistant Principal
Maureen England, Secretary
Nancy Griffin, Secretary

Glen Edwards Middle School: Student Body 08821-00096

Mary Boyle, Principal
Michael Doherty, Assistant Principal
Janene Malatesta, Secretary
Virginia Wascher, School Clerk

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the District's check signors.

4.8.1

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.
BOARD OF TRUSTEES/GLOBAL DISTRICT 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.

AGENDA ITEM:

Report of Disclosure Requirements for Quarterly Reports of Investments.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

August 03, 2004

BACKGROUND:

Government Code 53646, added by SB 564, imposed new disclosure requirements on all government agencies. This bill was authored by Senator Johnston (D-Stockton) in direct response to the investment practices of school districts, county office of education and community colleges revealed by the bankruptcy of Orange County. This statute requires that if a local agency has placed all of its investments in the Local Agency Investment Fund or in a Federal Deposit Insurance Corporation insured accounts in a bank or savings and loan association, in a county investment pool or any combination of these, the chief financial officer need only supply the most recent statement of statements received by the local agency from these institutions.

The District maintains its entire reserve in the County of Placer investment pool. Therefore, to meet the requirements of SB 564, the County of Placer Treasurer's Investment Reports are submitted to the District's Board of Trustees on a quarterly basis for their review.

SUPERINTENDENT'S RECOMMENDATION:

Report only.

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer

COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of APRIL 30, 2004

2976 Richardson Drive • Auburn, California 95603
Tax Collector (530) 889-4120 • Business Licenses (530) 889-4131 • Treasurer (530) 889-4140 • Bonds (530) 889-4143

PREFACE

Placer County Treasurer's Investment Report

April 30, 2004

Market values are only relevant if the investment is sold prior to maturity. Profit or loss would be realized only if the specific investment were to be sold.

The following report reflects the change from cash to accrual basis effective March 31, 2000. The current book value of the Placer County Treasurer's Investment Portfolio reflects this change.

For the purpose of clarity the following glossary of investment terms has been provided.

Book Value is the purchase price of a security plus amortization of any premium or discount. This may be more or less than face value, depending upon whether the security was purchased at a premium or at a discount.

Face Value is the principal amount of a security and the amount of principal that will be paid at maturity.

Market Value is the value at which a security can be sold at the time it is priced or the need to sell arises.

Government Code 53646 Compliance Report

The following information is a monthly update of funds on deposit in the Placer County Treasury pursuant to California Government code Section 53646. Further details of individual investments are included in the Treasurer's Monthly Investment Report. All investment transactions and decisions have been made with full compliance with California Government Code and Placer County's Statement of Investment Policy.

Individual securities are priced at the end of each month. The source of pricing is Bank of New York.

The Weighted Average Maturity of the investments with the Treasury is 454 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by $297,678,121.71 in cash and investments maturing in the next 180 days.

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PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Summary
April 30, 2004

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	39,722,456.46	39,582,710.04	40,000,000.00	4.25	1,260	1,133	2.664	2.701
Federal Agency Coupons	475,890,534.97	474,814,015.64	471,800,000.00	50.88	786	558	2.045	2.074
Medium Term Notes	198,570,182.00	199,030,036.14	190,595,000.00	21.23	771	473	2.335	2.367
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	0.91	365	102	1.153	1.169
Commercial Paper Disc. -Amortizing	66,959,153.33	66,959,153.33	67,000,000.00	7.16	44	20	1.048	1.063
Federal Agency Disc. -Amortizing	142,414,355.00	142,414,355.00	143,000,000.00	15.23	285	117	1.252	1.269
Strip Bonds -Amortizing	3,282,549.57	3,282,549.57	3,335,000.00	0.35	461	379	1.536	1.557
Investments	**935,339,231.33**	**934,582,819.72**	**924,230,000.00**	**100.00%**	**669**	**454**	**1.931**	**1.958**
Cash								
Passbook/Checking (not included in yield calculations)	14,178,121.71	14,178,121.71	14,178,121.71		1	1	0.000	0.000
Total Cash and Investments	**949,517,353.04**	**948,760,941.43**	**938,408,121.71**		**669**	**454**	**1.931**	**1.958**

Total Earnings	April 30 Month Ending	Fiscal Year To Date
Current Year	1,526,118.16	14,571,920.68
Average Daily Balance	**929,681,521.12**	**806,169,083.08**
Effective Rate of Return	**2.00%**	**2.16%**

Jenine Windeshausen 5-4-04

JENINE WINDESHAUSEN, TREASURER-TAX COLLECTOR



PLACER COUNTY 2003/2004
Investment Purchases Report
Sorted by Purchase Date
April 1, 2004 - April 30, 2004

CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
3134A4CX0	03427	1010	FAC	FHLMC	5,000,000.00	04/01/2004	07/15 - 01/15	5,315,850.00	55,416.67	5.250	01/15/2006	1.650	5,356,553.16
90262CD20	03426	1010	ACP	UBSF	46,000,000.00	04/01/2004	04/02 - At Maturity	45,998,683.89		1.030	04/02/2004	1.044	0.00
98721LD51	03428	1010	ACP	YORKCP	10,000,000.00	04/01/2004	04/05 - At Maturity	9,998,888.89		1.000	04/05/2004	1.014	0.00
5357E2D55	03429	1010	ACP	LINKPP	41,000,000.00	04/02/2004	04/05 - At Maturity	40,996,583.33		1.000	04/05/2004	1.014	0.00
31331TYV7	03432	1010	FAC	FFCB	5,000,000.00	04/05/2004	10/05 - 04/05	4,990,625.00		1.850	04/05/2006	1.946	4,991,979.17
3136F5MC2	03431	1010	FAC	FNMA	10,000,000.00	04/05/2004	10/05 - 04/05	10,000,000.00		1.920	07/05/2006	1.921	10,000,000.00
90262CD61	03430	1010	ACP	UBSF	41,000,000.00	04/05/2004	04/06 - At Maturity	40,998,861.11		1.000	04/06/2004	1.014	0.00
90262CD79	03433	1010	ACP	UBSF	46,000,000.00	04/06/2004	04/07 - At Maturity	45,998,735.00		0.990	04/07/2004	1.004	0.00
31331TYS4	03435	1010	FAC	FFCB	5,000,000.00	04/07/2004	07/07 - Quarterly	4,990,000.00		1.840	04/07/2006	1.942	4,992,666.67
3133MEU66	03436	1010	FAC	FHLB	5,000,000.00	04/07/2004	05/15 - 11/15	5,335,950.00	106,006.94	5.375	05/15/2006	2.095	5,431,320.00
3134A4CX0	03437	1010	FAC	FHLMC	5,000,000.00	04/07/2004	07/15 - 01/15	5,290,350.00	59,791.67	5.250	01/15/2006	1.901	5,339,219.41
3134A4GK4	03438	1010	FAC	FHLMC	5,000,000.00	04/07/2004	07/15 - 01/15	5,365,850.00	62,638.89	5.500	07/15/2006	2.180	5,417,754.90
90262CD87	03434	1010	ACP	UBSF	40,000,000.00	04/07/2004	04/08 - At Maturity	39,998,911.11		0.980	04/08/2004	0.994	0.00
31331TTV3	03441	1010	FAC	FFCB	5,000,000.00	04/08/2004	07/17 - 01/17	5,001,500.00	17,413.19	2.125	07/17/2006	2.111	5,018,871.07
3133MNS69	03440	1010	FAC	FHLB	7,000,000.00	04/08/2004	05/15 - 11/15	7,204,540.00	114,697.92	4.125	05/13/2005	1.430	7,307,328.00
3133MYCH8	03442	1010	FAC	FHLB	5,000,000.00	04/08/2004	05/15 - 11/15	5,019,400.00	44,687.50	2.250	05/15/2006	2.060	5,063,498.07
7445X2DC0	03439	1010	ACP	PUBLII	42,000,000.00	04/08/2004	04/12 - At Maturity	41,995,333.33		1.000	04/12/2004	1.014	0.00
31339YVA7	03444	1010	FAC	FHLB	7,000,000.00	04/12/2004	04/28 - Quarterly	6,973,750.00	32,375.00	2.250	07/28/2006	2.418	7,032,375.00
3133MYCH8	03447	1010	FAC	FHLB	5,000,000.00	04/12/2004	05/15 - 11/15	5,018,800.00	45,937.50	2.250	05/15/2006	2.065	5,064,263.13
31359MRV7	03445	1010	FAC	FNMA	5,000,000.00	04/12/2004	05/26 - 11/26	5,019,550.00	42,500.00	2.250	05/26/2006	2.060	5,061,563.81
31359MRL9	03446	1010	FAC	FNMA	4,000,000.00	04/12/2004	05/15 - 11/15	4,014,880.00	36,750.00	2.250	05/15/2006	2.067	4,051,254.54
85520LDD4	03448	1010	ACP	SBIRD	13,000,000.00	04/12/2004	04/13 - At Maturity	12,999,635.28		1.010	04/13/2004	1.024	0.00
90262CDD6	03443	1010	ACP	UBSF	50,000,000.00	04/12/2004	04/13 - At Maturity	49,998,597.22		1.010	04/13/2004	1.024	0.00
31339YJJ2	03450	1010	FAC	FHLB	6,000,000.00	04/13/2004	07/15 - 01/15	5,994,720.00	22,000.00	1.500	07/15/2005	1.570	6,016,930.27
3133X2ZF5	03451	1010	FAC	FHLB	5,000,000.00	04/13/2004	06/15 - 12/15	5,007,200.00	26,631.94	1.625	06/15/2005	1.500	5,033,524.83
3133X56F0	03452	1010	FAC	FHLB	5,000,000.00	04/13/2004	09/15 - 03/15	4,982,800.00	5,619.44	1.445	09/15/2005	1.691	4,989,024.13
3134A4CX0	03453	1010	FAC	FHLMC	5,100,000.00	04/13/2004	07/15 - 01/15	5,392,536.00	65,450.00	5.250	01/15/2006	1.910	5,449,654.28
3134A4GK4	03454	1010	FAC	FHLMC	5,000,000.00	04/13/2004	07/15 - 01/15	5,359,800.00	67,222.22	5.500	07/15/2006	2.210	5,419,046.36
90262CDE4	03449	1010	ACP	UBSF	43,000,000.00	04/13/2004	04/14 - At Maturity	42,998,793.61		1.010	04/14/2004	1.024	0.00
90262CDF1	03455	1010	ACP	UBSF	50,000,000.00	04/14/2004	04/15 - At Maturity	49,998,611.11		1.000	04/15/2004	1.014	0.00
90262CKC0	03456	1010	ACP	UBSF	5,000,000.00	04/14/2004	10/12 - At Maturity	4,971,341.67		1.140	10/12/2004	1.162	4,974,033.34
90262CDG9	03457	1010	ACP	UBSF	43,000,000.00	04/15/2004	04/16 - At Maturity	42,998,793.61		1.010	04/16/2004	1.024	0.00
912828CB4	03458	1010	TRC	UST	10,000,000.00	04/15/2004	08/31 - 02/28	9,925,000.00	20,312.50	1.625	02/28/2006	2.034	9,947,066.89

PLACER COU. . 2003/2004
Investment Purchases Report
April 1, 2004 - April 30, 2004

CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
912828CD0	03459	1010	TRC	UST	10,000,000.00	04/15/2004	09/30 - 03/31	9,887,500.00	6,147.54	1.500	03/31/2006	2.089	9,896,165.02
90262CDK0	03460	1010	ACP	UBSF	44,000,000.00	04/16/2004	04/19 - At Maturity	43,996,443.33		0.970	04/19/2004	0.984	0.00
3133X3P31	03462	1010	FAC	FHLB	5,000,000.00	04/19/2004	07/28 - 01/28	4,993,250.00	14,625.00	1.300	02/23/2005	1.461	5,008,693.18
90262CDL8	03461	1010	ACP	UBSF	40,000,000.00	04/19/2004	04/20 - At Maturity	39,998,900.00		0.990	04/20/2004	1.004	0.00
90262CDM6	03463	1010	ACP	UBSF	42,000,000.00	04/20/2004	04/21 - At Maturity	41,998,868.33		0.970	04/21/2004	0.984	0.00
3133X4ZT1	03465	1010	FAC	FHLB	5,000,000.00	04/21/2004	10/19 - 04/19	4,964,450.00	416.67	1.500	10/19/2005	1.985	4,965,527.45
90262CDN4	03464	1010	ACP	UBS	44,000,000.00	04/21/2004	04/22 - At Maturity	43,998,814.44		0.970	04/22/2004	0.984	0.00
3133MTL89	03467	1010	FAC	FHLB	5,000,000.00	04/22/2004	05/15 - 11/15	5,032,100.00	54,513.89	2.500	11/15/2005	2.080	5,086,100.75
3133MTL89	03468	1010	FAC	FHLB	5,000,000.00	04/22/2004	05/15 - 11/15	5,032,850.00	54,513.89	2.500	11/15/2005	2.070	5,086,838.76
50000ADP4	03466	1010	ACP	KOCH	45,000,000.00	04/22/2004	04/23 - At Maturity	44,998,800.00		0.960	04/23/2004	0.973	0.00
90262CDS3	03469	1010	ACP	UBSF	42,000,000.00	04/23/2004	04/26 - At Maturity	41,996,640.00		0.960	04/26/2004	0.973	0.00
90262CDT1	03470	1010	ACP	UBSF	42,000,000.00	04/26/2004	04/27 - At Maturity	41,998,868.33		0.970	04/27/2004	0.984	0.00
90262CDU8	03471	1010	ACP	UBSF	46,000,000.00	04/27/2004	04/28 - At Maturity	45,998,760.56		0.970	04/28/2004	0.983	0.00
85520LDV4	03473	1010	ACP	SBIRD	5,000,000.00	04/28/2004	04/29 - At Maturity	4,999,863.89		0.980	04/29/2004	0.994	0.00
90262CDV6	03472	1010	ACP	UBSF	50,000,000.00	04/28/2004	04/29 - At Maturity	49,998,666.67		0.960	04/29/2004	0.973	0.00
61745ADW6	03475	1010	ACP	M STAN	10,000,000.00	04/29/2004	04/30 - At Maturity	9,999,725.00		0.990	04/30/2004	1.004	0.00
90262CDW4	03474	1010	ACP	UBSF	50,000,000.00	04/29/2004	04/30 - At Maturity	49,998,611.11		1.000	04/30/2004	1.014	0.00
79549BCF2	03477	1010	MTN	C	5,000,000.00	04/30/2004	06/15 - 12/15	5,281,200.00	128,906.25	6.875	06/15/2005	1.800	5,409,411.93
90262CE37	03476	1010	ACP	UBSF	37,000,000.00	04/30/2004	05/03 - At Maturity	36,996,855.00		1.020	05/03/2004	1.034	36,997,903.33
			Total Purchases		**1,116,100,000.00**			**1,118,326,036.82**	**1,084,574.62**				**194,408,567.45**

Investment Type Codes:

ABA	Bankers Acceptance	LA5	Local Agency Inv Fund
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	ASB	Strip Bond-Amortizing
AFD	Federal Agency Discounts	TRC	U.S. Treasury - Coupons
		ATD	U.S. Treasury-Discounts

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
April 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Funds											
99-31-000	00000LAIF	LOCAL AGENCY INV FUND		07/01/2003	0.00	0.00	0.00		0.000	1	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0.000**	**0**	
U.S. Treasury Coupons											
912828CB4	03458	U. S. TREASURY COUPON		04/15/2004	9,947,066.89	9,914,062.50	10,000,000.00	1.625	2.006	668	02/28/2006
912828CD0	03459	U. S. TREASURY COUPON		04/15/2004	9,896,165.02	9,865,522.54	10,000,000.00	1.500	2.060	699	03/31/2006
912828BG4	03078	U. S. TREASURY COUPON		08/29/2003	9,928,424.06	9,937,500.00	10,000,000.00	3.250	3.386	1,567	08/15/2008
912828BK5	03093	U. S. TREASURY COUPON		09/15/2003	4,974,716.92	4,932,812.50	5,000,000.00	3.125	3.207	1,598	09/15/2008
912828BK5	03094	U. S. TREASURY COUPON		09/15/2003	4,976,083.57	4,932,812.50	5,000,000.00	3.125	3.200	1,598	09/15/2008
		Subtotal and Average	**30,460,104.85**		**39,722,456.46**	**39,582,710.04**	**40,000,000.00**		**2.664**	**1,133**	
Federal Agency Coupons											
3134A3YM2	03142	FED HOME LOAN MORT CORP		10/16/2003	10,103,049.81	10,103,125.00	10,000,000.00	6.250	1.180	75	07/15/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,998,352.09	10,031,250.00	10,000,000.00	2.250	2.278	104	08/13/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,998,655.06	10,031,250.00	10,000,000.00	2.250	2.267	104	08/13/2004
3134A4GW8	03183	FED HOME LOAN MORT CORP		11/07/2003	5,045,191.37	5,048,437.50	5,000,000.00	4.500	1.324	106	08/15/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,999,118.25	5,045,312.50	5,000,000.00	3.500	3.500	137	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,026,312.55	5,045,312.50	5,000,000.00	3.500	2.022	137	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,053,715.85	10,090,625.00	10,000,000.00	3.500	1.993	137	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,016,196.93	10,109,375.00	10,000,000.00	3.625	3.201	167	10/15/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,996,912.62	5,056,250.00	5,000,000.00	3.375	3.449	198	11/15/2004
3136F4ZV9	03257	FEDERAL NATIONAL MORT. ASSOC.		12/23/2003	5,004,928.09	5,004,505.56	5,000,000.00	1.630	1.443	247	01/03/2005
3134A4RV8	03256	FED HOME LOAN MORT CORP		12/23/2003	5,015,459.42	5,015,625.00	5,000,000.00	1.875	1.412	259	01/15/2005
3133X3P31	03462	FEDERAL HOME LOAN BANK		04/19/2004	5,008,693.18	5,006,812.50	5,000,000.00	1.300	1.441	298	02/23/2005
3133MYRS8	02424	FEDERAL HOME LOAN BANK		06/18/2003	5,010,155.33	4,990,625.00	5,000,000.00	1.500	1.280	377	05/13/2005
3133MYRS8	03289	FEDERAL HOME LOAN BANK		01/12/2004	5,009,013.46	5,002,500.00	5,000,000.00	1.500	1.534	377	05/13/2005
3133MYRS8	03342	FEDERAL HOME LOAN BANK		02/09/2004	10,039,014.98	10,016,250.00	10,000,000.00	1.500	1.440	377	05/13/2005
3133MNS69	03440	FEDERAL HOME LOAN BANK		04/08/2004	7,307,328.00	7,283,135.42	7,000,000.00	4.125	1.411	377	05/13/2005
3133X2ZF5	03451	FEDERAL HOME LOAN BANK		04/13/2004	5,033,524.83	5,018,819.44	5,000,000.00	1.625	1.479	410	06/15/2005
3128X1MR5	02432	FED HOME LOAN MORT CORP		06/24/2003	10,000,000.00	9,949,400.00	10,000,000.00	1.350	1.332	419	06/24/2005
31339XVF8	02446	FEDERAL HOME LOAN BANK		06/30/2003	10,000,000.00	9,950,000.00	10,000,000.00	1.380	1.361	425	06/30/2005
31339XQT4	03004	FEDERAL HOME LOAN BANK		07/01/2003	5,000,000.00	4,979,687.50	5,000,000.00	1.450	1.430	426	07/01/2005
31339Y3T7	03010	FEDERAL HOME LOAN BANK		07/07/2003	5,000,000.00	4,970,312.50	5,000,000.00	1.300	1.282	432	07/07/2005
31339YJJ2	03450	FEDERAL HOME LOAN BANK		04/13/2004	6,016,930.27	5,999,500.00	6,000,000.00	1.500	1.549	440	07/15/2005
31339YHY1	03284	FEDERAL HOME LOAN BANK		01/09/2004	4,000,000.00	3,988,750.00	4,000,000.00	1.625	1.706	446	07/21/2005
3133X3ES8	03317	FEDERAL HOME LOAN BANK		01/26/2004	5,004,427.08	4,995,312.50	5,000,000.00	1.780	1.630	451	07/26/2005
3133X3ES8	03318	FEDERAL HOME LOAN BANK		01/26/2004	5,000,000.00	4,995,312.50	5,000,000.00	1.780	1.756	451	07/26/2005

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
April 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
3128X1TX5	03305	FED HOME LOAN MORT CORP		01/20/2004	4,995,343.92	4,977,300.00	5,000,000.00	1.500	1.611	454	07/29/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,005,474.16	10,137,500.00	10,000,000.00	3.000	2.915	471	08/15/2005
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,028,489.90	10,046,875.00	10,000,000.00	3.300	2.600	472	08/16/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,685.65	5,070,312.50	5,000,000.00	3.000	2.964	493	09/06/2005
3133X56F0	03452	FEDERAL HOME LOAN BANK		04/13/2004	4,989,024.13	4,971,244.44	5,000,000.00	1.445	1.667	502	09/15/2005
31359MTB9	03115	FEDERAL NATIONAL MORT. ASSOC.		09/29/2003	5,003,638.53	4,992,187.50	5,000,000.00	1.875	1.794	502	09/15/2005
31359MTB9	03285	FEDERAL NATIONAL MORT. ASSOC.		01/09/2004	5,005,624.75	4,992,187.50	5,000,000.00	1.875	1.765	502	09/15/2005
3133X14X2	03114	FEDERAL HOME LOAN BANK		09/29/2003	5,010,920.14	5,014,062.50	5,000,000.00	2.300	2.000	516	09/29/2005
3133X4ZT1	03465	FEDERAL HOME LOAN BANK		04/21/2004	4,965,527.45	4,961,354.17	5,000,000.00	1.500	1.958	536	10/19/2005
3133MTL89	03467	FEDERAL HOME LOAN BANK		04/22/2004	5,086,100.75	5,079,513.89	5,000,000.00	2.500	2.052	563	11/15/2005
3133MTL89	03468	FEDERAL HOME LOAN BANK		04/22/2004	5,086,838.76	5,079,513.89	5,000,000.00	2.500	2.042	563	11/15/2005
3128X1EQ6	02397	FED HOME LOAN MORT CORP		05/28/2003	10,000,000.00	9,986,200.00	10,000,000.00	2.050	1.997	576	11/28/2005
3136F2XZ6	02206	FEDERAL NATIONAL MORT. ASSOC.		12/27/2002	10,004,009.54	10,021,875.00	10,000,000.00	3.000	2.819	602	12/24/2005
3134A4CX0	03427	FED HOME LOAN MORT CORP		04/01/2004	5,356,553.16	5,297,604.17	5,000,000.00	5.250	1.628	624	01/15/2006
3134A4CX0	03437	FED HOME LOAN MORT CORP		04/07/2004	5,339,219.41	5,301,979.17	5,000,000.00	5.250	1.874	624	01/15/2006
3134A4CX0	03453	FED HOME LOAN MORT CORP		04/13/2004	5,449,654.28	5,412,481.25	5,100,000.00	5.250	1.884	624	01/15/2006
31359MTU7	03283	FEDERAL NATIONAL MORT. ASSOC.		01/09/2004	5,003,005.20	4,982,118.06	5,000,000.00	2.000	2.004	624	01/15/2006
31339YF56	03413	FEDERAL HOME LOAN BANK		03/25/2004	5,027,736.31	4,972,881.94	5,000,000.00	1.750	1.578	632	01/23/2006
3128X2PN9	03320	FED HOME LOAN MORT CORP		01/27/2004	4,999,044.44	4,977,343.75	5,000,000.00	2.010	2.003	636	01/27/2006
3128X2ZC2	03412	FED HOME LOAN MORT CORP		03/25/2004	5,022,910.23	4,979,201.39	5,000,000.00	2.000	1.806	663	02/23/2006
31359MUA9	03414	FEDERAL NATIONAL MORT. ASSOC.		03/25/2004	5,041,623.31	5,001,250.00	5,000,000.00	2.250	1.902	668	02/28/2006
3133MVHK2	03286	FEDERAL HOME LOAN BANK		01/09/2004	10,070,658.52	10,025,000.00	10,000,000.00	2.500	2.082	683	03/15/2006
31331TYV7	03432	FEDERAL FARM CREDIT BANK		04/05/2004	4,991,979.17	4,946,875.00	5,000,000.00	1.850	1.919	704	04/05/2006
31331TYS4	03435	FEDERAL FARM CREDIT BANK		04/07/2004	4,992,666.67	4,945,312.50	5,000,000.00	1.840	1.916	706	04/07/2006
3133MYRT6	03360	FEDERAL HOME LOAN BANK		02/20/2004	5,040,347.51	4,990,538.19	5,000,000.00	2.125	1.973	744	05/15/2006
3133MEU66	03361	FEDERAL HOME LOAN BANK		02/20/2004	5,407,465.98	5,353,732.64	5,000,000.00	5.375	1.955	744	05/15/2006
3133MEU66	03436	FEDERAL HOME LOAN BANK		04/07/2004	5,431,320.00	5,388,819.44	5,000,000.00	5.375	2.066	744	05/15/2006
3133MYCH8	03442	FEDERAL HOME LOAN BANK		04/08/2004	5,063,498.07	5,019,687.50	5,000,000.00	2.250	2.032	744	05/15/2006
3133MYCH8	03447	FEDERAL HOME LOAN BANK		04/12/2004	5,064,263.13	5,020,937.50	5,000,000.00	2.250	2.037	744	05/15/2006
31359MRL9	03446	FEDERAL NATIONAL MORT. ASSOC.		04/12/2004	4,051,254.54	4,011,750.00	4,000,000.00	2.250	2.039	744	05/15/2006
31359MRV7	03445	FEDERAL NATIONAL MORT. ASSOC.		04/12/2004	5,061,563.81	5,008,125.00	5,000,000.00	2.250	2.032	755	05/26/2006
3133MYZF7	02418	FEDERAL HOME LOAN BANK		06/12/2003	5,000,000.00	4,981,250.00	5,000,000.00	2.375	2.342	772	06/12/2006
31339XAZ7	03362	FEDERAL HOME LOAN BANK		02/20/2004	4,999,313.91	4,946,614.58	5,000,000.00	1.875	2.017	775	06/15/2006
31339XAZ7	03373	FEDERAL HOME LOAN BANK		03/01/2004	5,009,917.16	4,949,479.17	5,000,000.00	1.875	1.943	775	06/15/2006
3136F5FF3	03395	FEDERAL NATIONAL MORT. ASSOC.		03/15/2004	10,000,000.00	9,896,875.00	10,000,000.00	2.125	2.096	775	06/15/2006
31359MSE4	03383	FEDERAL NATIONAL MORT. ASSOC.		03/03/2004	5,001,982.27	4,926,527.78	5,000,000.00	1.750	2.066	776	06/16/2006

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Federal Agency Coupons											
3136F5MC2	03431	FEDERAL NATIONAL MORT. ASSOC.		04/05/2004	10,000,000.00	9,846,875.00	10,000,000.00	1.920	1.894	795	07/05/2006
3134A4GK4	03438	FED HOME LOAN MORT CORP		04/07/2004	5,417,754.90	5,368,888.89	5,000,000.00	5.500	2.150	805	07/15/2006
3134A4GK4	03454	FED HOME LOAN MORT CORP		04/13/2004	5,419,046.36	5,373,472.22	5,000,000.00	5.500	2.180	805	07/15/2006
31331TTV3	03441	FEDERAL FARM CREDIT BANK		04/08/2004	5,018,871.07	4,964,288.19	5,000,000.00	2.125	2.082	807	07/17/2006
3133X3AC7	03323	FEDERAL HOME LOAN BANK		01/28/2004	5,000,000.00	5,010,937.50	5,000,000.00	2.800	2.762	818	07/28/2006
31339YPP1	03394	FEDERAL HOME LOAN BANK		03/15/2004	5,002,956.48	4,999,550.00	5,000,000.00	1.470	1.423	818	07/28/2006
31339YVA7	03444	FEDERAL HOME LOAN BANK		04/12/2004	7,032,375.00	6,973,312.50	7,000,000.00	2.250	2.385	818	07/28/2006
3136F46S8	03350	FEDERAL NATIONAL MORT. ASSOC.		02/17/2004	5,000,000.00	5,001,562.50	5,000,000.00	1.850	1.825	838	08/17/2006
3128X1C21	03269	FED HOME LOAN MORT CORP		01/02/2004	5,015,901.29	5,010,937.50	5,000,000.00	3.125	2.828	846	08/25/2006
31331TDH1	03086	FEDERAL FARM CREDIT BANK		09/08/2003	5,000,000.00	5,023,437.50	5,000,000.00	3.100	3.058	860	09/08/2006
3128X1G43	03171	FED HOME LOAN MORT CORP		11/04/2003	3,700,000.00	3,710,508.00	3,700,000.00	2.250	2.219	860	09/08/2006
3128X15N3	03195	FED HOME LOAN MORT CORP		11/17/2003	10,000,000.00	10,030,000.00	10,000,000.00	2.000	1.973	930	11/17/2006
3133X2AU9	03209	FEDERAL HOME LOAN BANK		11/24/2003	5,000,000.00	4,998,437.50	5,000,000.00	2.000	1.973	937	11/24/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,989,995.94	10,150,000.00	10,000,000.00	4.125	4.186	937	11/24/2006
3133X33X9	03291	FEDERAL HOME LOAN BANK		01/12/2004	5,000,000.00	4,976,562.50	5,000,000.00	2.000	1.973	986	01/12/2007
3133X35E9	03294	FEDERAL HOME LOAN BANK		01/13/2004	5,000,000.00	4,981,250.00	5,000,000.00	2.000	1.973	1,168	07/13/2007
		Subtotal and Average	**441,241,279.86**		**475,890,534.97**	**474,814,015.64**	**471,800,000.00**		**2.045**	**558**	
Medium Term Notes											
12560PCC3	03140	CIT GROUP INC		10/16/2003	10,019,435.07	10,015,200.00	10,000,000.00	5.625	1.204	16	05/17/2004
12560PCC3	03181	CIT GROUP INC		11/07/2003	5,009,629.47	5,007,600.00	5,000,000.00	5.625	1.245	16	05/17/2004
22237UAB8	03153	COUNTRYWIDE HOME LOAN		10/23/2003	5,033,512.07	5,030,750.00	5,000,000.00	6.850	1.303	45	06/15/2004
07274RCM4	01292	BAYERISCHE LANDESBK NY		03/19/2002	5,009,191.62	5,039,300.00	5,000,000.00	5.000	4.054	80	07/20/2004
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,720.43	5,070,200.00	5,000,000.00	4.050	4.005	213	11/30/2004
459745FD2	02388	INTERNATIONAL LEASE FINANCE		05/20/2003	6,018,764.40	6,049,020.00	6,000,000.00	2.390	1.952	257	01/13/2005
524908CG3	03364	LEHMAN BROTHERS HOLDINGS		02/23/2004	5,268,122.35	5,240,302.78	5,000,000.00	7.750	1.234	259	01/15/2005
36962GXB5	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,995,407.29	5,096,600.00	5,000,000.00	4.250	4.323	272	01/28/2005
650905AF9	03359	CIT GROUP INC		02/20/2004	5,220,291.35	5,204,019.44	5,000,000.00	6.875	1.332	291	02/16/2005
45974VYT9	03358	AIG FUNDING INC		02/20/2004	5,183,734.02	5,158,850.00	5,000,000.00	5.540	1.342	324	03/21/2005
441812GL2	02427	HOUSEHOLD FINANCE CORP		06/20/2003	5,325,726.07	5,294,450.00	5,000,000.00	8.000	1.490	373	05/09/2005
00206HH72	03313	CIT GROUP INC		01/23/2004	5,317,160.45	5,255,433.33	5,000,000.00	6.600	1.598	379	05/15/2005
57629WAC4	03347	MASSMUTUAL GLOBAL FUNDING		02/13/2004	5,208,978.84	5,184,413.19	5,000,000.00	4.550	1.473	394	05/30/2005
00077QAA8	03348	ABN AMRO BK		02/13/2004	10,746,340.44	10,695,013.89	10,000,000.00	7.250	1.594	395	05/31/2005
79549BCF2	03477	CITIGROUP GLOBAL MARKETS		04/30/2004	5,409,411.93	5,405,106.25	5,000,000.00	6.875	1.775	410	06/15/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,395,278.19	7,480,529.00	7,300,000.00	4.125	2.937	425	06/30/2005
929771AQ6	03314	WACHOVIA CORP		01/23/2004	5,354,702.78	5,312,227.78	5,000,000.00	7.450	1.589	440	07/15/2005

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Medium Term Notes											
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,393,603.03	9,512,625.40	9,395,000.00	2.990	2.959	520	10/03/2005
172967BA8	02139	CITIGROUP INC		10/31/2002	10,504,064.86	10,691,100.00	10,000,000.00	6.750	3.321	579	12/01/2005
90327QCN7	02223	USAA CAPITAL		01/13/2003	5,041,218.63	5,084,300.00	5,000,000.00	3.130	2.586	593	12/15/2005
441812JT2	03307	HOUSEHOLD FINANCE CORP		01/21/2004	10,750,529.74	10,672,500.00	10,000,000.00	6.500	2.023	633	01/24/2006
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,053,421.66	7,364,671.88	6,900,000.00	6.150	4.655	635	01/26/2006
59018YDN8	03308	MERRILL LYNCH		01/21/2004	5,349,137.93	5,336,718.75	5,000,000.00	6.150	1.997	635	01/26/2006
36962GA46	03425	GENERAL ELECTRIC CAPITAL CORP		03/31/2004	5,117,814.09	5,057,700.00	5,000,000.00	2.850	1.726	639	01/30/2006
073902BX5	03423	BEAR STEARNS CO INC		03/30/2004	11,160,447.22	10,989,827.78	10,000,000.00	6.500	1.904	730	05/01/2006
441812FT6	03382	HOUSEHOLD FINANCE CORP		03/03/2004	5,610,548.36	5,550,250.00	5,000,000.00	7.250	2.150	744	05/15/2006
459745FH3	03422	AIG FUNDING INC		03/30/2004	6,176,765.34	6,073,901.67	6,000,000.00	2.950	1.973	752	05/23/2006
41011WAL4	03381	JOHN HANCOCK FINANCE		03/03/2004	10,836,324.04	10,710,525.00	10,000,000.00	5.625	2.091	787	06/27/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,056,696.73	5,234,650.00	5,000,000.00	5.000	4.421	897	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,004,203.60	5,212,250.00	5,000,000.00	4.750	4.646	897	10/15/2006
		Subtotal and Average	**198,457,176.27**		**198,570,182.00**	**199,030,036.14**	**190,595,000.00**		**2.335**	**473**	
Collateralized CDs											
CD592391544	02447	PLACER SIERRA SAVINGS BANK		06/30/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.090	1.075	59	06/29/2004
CD595006924	03007	PLACER SIERRA SAVINGS BANK		07/02/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.140	1.134	61	07/01/2004
CD592439459	03024	PLACER SIERRA SAVINGS BANK		07/18/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.090	1.090	76	07/16/2004
CD0830030773	03043	RIVER CITY BANK		08/04/2003	2,000,000.00	2,000,000.00	2,000,000.00	1.100	1.100	94	08/03/2004
CD830030579	03070	RIVER CITY BANK		08/25/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.000	1.000	115	08/24/2004
CD11809787	03120	WESTERN SIERRA BANK		09/12/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.390	1.390	132	09/10/2004
CD11809779	03109	WESTERN SIERRA BANK		09/23/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.390	1.410	144	09/22/2004
CD20411690	03162	AUBURN COMMUNITY BANK		10/29/2003	500,000.00	500,000.00	500,000.00	1.000	1.010	181	10/29/2004
		Subtotal and Average	**8,500,000.00**		**8,500,000.00**	**8,500,000.00**	**8,500,000.00**		**1.153**	**102**	
Commercial Paper Disc. -Amortizing											
90262CE37	03476	UBS FINANCE, INC - DELAWARE		04/30/2004	36,997,903.33	36,997,903.32	37,000,000.00	1.020	1.020	2	05/03/2004
04542LE71	03402	ASSET SECURITIZATION		03/19/2004	9,998,283.33	9,998,283.33	10,000,000.00	1.030	1.031	6	05/07/2004
0717P2EQ6	03245	BAVARIA UNIVERSITY		12/16/2003	4,996,294.44	4,996,294.44	5,000,000.00	1.160	1.166	23	05/24/2004
7846E2ES4	03411	SPECIAL PURCHASE ACCTS RE		03/25/2004	9,992,638.89	9,992,638.90	10,000,000.00	1.060	1.062	25	05/26/2004
90262CKC0	03456	UBS FINANCE, INC - DELAWARE		04/14/2004	4,974,033.34	4,974,033.34	5,000,000.00	1.140	1.147	164	10/12/2004
		Subtotal and Average	**82,524,811.78**		**66,959,153.33**	**66,959,153.33**	**67,000,000.00**		**1.048**	**20**	
Federal Agency Disc. -Amortizing											
313588WL5	03178	FED NAT'L MTG ASSOC DISC NT		11/06/2003	4,999,383.33	4,999,383.33	5,000,000.00	1.110	1.116	4	05/05/2004
313588WT8	03187	FED NAT'L MTG ASSOC DISC NT		11/13/2003	9,996,516.67	9,996,516.67	10,000,000.00	1.140	1.147	11	05/12/2004

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Federal Agency Disc. -Amortizing											
313588XW0	03179	FED NAT'L MTG ASSOC DISC NT		11/06/2003	4,993,930.56	4,993,930.56	5,000,000.00	1.150	1.172	38	06/08/2004
313588YP4	03141	FED NAT'L MTG ASSOC DISC NT		10/16/2003	9,982,583.33	9,982,583.33	10,000,000.00	1.140	1.167	55	06/25/2004
313588YP4	03156	FED NAT'L MTG ASSOC DISC NT		10/24/2003	9,982,277.78	9,982,277.78	10,000,000.00	1.160	1.188	55	06/25/2004
313588ZL2	03139	FED NAT'L MTG ASSOC DISC NT		10/16/2003	4,987,650.00	4,987,650.00	5,000,000.00	1.170	1.198	76	07/16/2004
313588ZR9	03149	FED NAT'L MTG ASSOC DISC NT		10/21/2003	9,972,325.00	9,972,325.00	10,000,000.00	1.230	1.260	81	07/21/2004
313384ZS1	03154	FED HOME LOAN BK DISC NT		10/23/2003	19,946,244.44	19,946,244.44	20,000,000.00	1.180	1.209	82	07/22/2004
313588E92	03193	FED NAT'L MTG ASSOC DISC NT		11/14/2003	4,977,604.17	4,977,604.17	5,000,000.00	1.250	1.280	129	09/07/2004
313588G33	03244	FED NAT'L MTG ASSOC DISC NT		12/16/2003	4,976,833.33	4,976,833.33	5,000,000.00	1.200	1.229	139	09/17/2004
313588K46	03192	FED NAT'L MTG ASSOC DISC NT		11/14/2003	17,892,580.00	17,892,580.00	18,000,000.00	1.310	1.344	164	10/12/2004
313588K79	03175	FED NAT'L MTG ASSOC DISC NT		11/05/2003	4,969,151.39	4,969,151.39	5,000,000.00	1.330	1.365	167	10/15/2004
313588K79	03176	FED NAT'L MTG ASSOC DISC NT		11/05/2003	9,938,302.78	9,938,302.78	10,000,000.00	1.330	1.365	167	10/15/2004
313588P33	03237	FED NAT'L MTG ASSOC DISC NT		12/11/2003	9,927,958.33	9,927,958.33	10,000,000.00	1.330	1.365	195	11/12/2004
313397AC5	03335	FED HM LN MTG CORP DISC NOTE		02/04/2004	4,957,804.17	4,957,804.17	5,000,000.00	1.230	1.261	247	01/03/2005
313589AG8	03337	FED NAT'L MTG ASSOC DISC NT		02/04/2004	4,956,772.22	4,956,772.22	5,000,000.00	1.240	1.272	251	01/07/2005
313397AL5	03336	FED HM LN MTG CORP DISC NOTE		02/04/2004	4,956,437.50	4,956,437.50	5,000,000.00	1.230	1.261	255	01/11/2005
		Subtotal and Average	**142,343,856.81**		**142,414,355.00**	**142,414,355.00**	**143,000,000.00**		**1.252**	**117**	
Strip Bonds -Amortizing											
31358CR65	03341	FNMA ZERO COUPON		02/09/2004	3,282,549.57	3,282,549.57	3,335,000.00	1.494	1.536	379	05/15/2005
		Subtotal and Average	**3,280,542.89**		**3,282,549.57**	**3,282,549.57**	**3,335,000.00**		**1.536**	**379**	
		Total Investments and Average	**906,807,772.45**		**935,339,231.33**	**934,582,819.72**	**924,230,000.00**		**1.931**	**454**	

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Cash Accounts										
	00000	PLACER COUNTY CASH			12,723,373.24	12,723,373.24			0.000	1
	00000VAULT	PLACER COUNTY CASH			1,454,748.47	1,454,748.47			0.000	1
	Cash Subtotal and Average Balance		**22,873,748.66**		**14,178,121.71**	**Cash Account Total**				**1**
	Total Cash and Investments		**929,681,521.12**		**949,517,353.04**	**948,760,941.43**	**938,408,121.71**		**1.931**	**454**

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer

COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of MAY 31, 2004

2976 Richardson Drive • Auburn, California 95603
Tax Collector (530) 889-4120 • Business Licenses (530) 889-4131 • Treasurer (530) 889-4140 • Bonds (530) 889-4143

21.94

PREFACE

Placer County Treasurer's Investment Report

May 31, 2004

Market values are only relevant if the investment is sold prior to maturity. Profit or loss would be realized only if the specific investment were to be sold.

The following report reflects the change from cash to accrual basis effective March 31, 2000. The current book value of the Placer County Treasurer's Investment Portfolio reflects this change.

For the purpose of clarity the following glossary of investment terms has been provided.

Book Value is the purchase price of a security plus amortization of any premium or discount. This may be more or less than face value, depending upon whether the security was purchased at a premium or at a discount.

Face Value is the principal amount of a security and the amount of principal that will be paid at maturity.

Market Value is the value at which a security can be sold at the time it is priced or the need to sell arises.

Government Code 53646 Compliance Report

The following information is a monthly update of funds on deposit in the Placer County Treasury pursuant to California Government code Section 53646. Further details of individual investments are included in the Treasurer's Monthly Investment Report. All investment transactions and decisions have been made with full compliance with California Government Code and Placer County's Statement of Investment Policy.

Individual securities are priced at the end of each month. The source of pricing is Bank of New York.

The Weighted Average Maturity of the investments with the Treasury is 456 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by $251,339,286.89 in cash and investments maturing in the next 180 days.

4.9.13

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Summary
May 31, 2004

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	44,750,212.31	44,429,381.24	45,000,000.00	4.98	1,172	1,030	2.592	2.628
Federal Agency Coupons	495,005,744.89	492,385,056.98	491,800,000.00	55.04	773	524	2.048	2.077
Medium Term Notes	183,260,575.67	182,977,735.33	175,595,000.00	20.38	772	488	2.331	2.363
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	0.95	365	71	1.153	1.169
Commercial Paper Disc. -Amortizing	36,978,941.67	36,978,941.67	37,000,000.00	4.11	28	18	1.037	1.052
Federal Agency Disc. -Amortizing	127,554,579.45	127,554,579.43	128,000,000.00	14.18	298	99	1.266	1.283
Strip Bonds -Amortizing	3,286,839.71	3,286,839.71	3,335,000.00	0.37	461	348	1.536	1.557
Investments	**899,336,893.70**	**896,112,534.36**	**889,230,000.00**	**100.00%**	**690**	**456**	**1.970**	**1.997**
Cash								
Passbook/Checking (not included in yield calculations)	12,839,286.89	12,839,286.89	12,839,286.89		1	1	0.000	0.000
Total Cash and Investments	**912,176,180.59**	**908,951,821.25**	**902,069,286.89**		**690**	**456**	**1.970**	**1.997**

Total Earnings	May 31 Month Ending	Fiscal Year To Date
Current Year	1,678,753.50	16,250,674.18
Average Daily Balance	**942,802,083.46**	**818,775,103.95**
Effective Rate of Return	**2.10%**	**2.16%**

Jenine Windeshausen 6/3/04

JENINE WINDESHAUSEN, TREASURER-TAX COLLECTOR

PLACER COUNTY 2003/2004
Investment Purchases Report
Sorted by Purchase Date
May 1, 2004 - May 31, 2004

CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
90262CE45	03478	1010	ACP	UBSF	38,000,000.00	05/03/2004	05/04 - At Maturity	37,998,923.33		1.020	05/04/2004	1.034	0.00
90262CE52	03479	1010	ACP	UBSF	37,000,000.00	05/04/2004	05/05 - At Maturity	36,998,972.22		1.000	05/05/2004	1.014	0.00
90262CE60	03480	1010	ACP	UBSF	50,000,000.00	05/05/2004	05/06 - At Maturity	49,998,625.00		0.990	05/06/2004	1.004	0.00
90262CE78	03481	1010	ACP	UBSF	50,000,000.00	05/06/2004	05/07 - At Maturity	49,998,611.11		1.000	05/07/2004	1.014	0.00
09151REH7	03483	1010	ACP	BISHOP	5,000,000.00	05/07/2004	05/17 - At Maturity	4,998,611.11		1.000	05/17/2004	1.014	0.00
90262CEA1	03482	1010	ACP	UBSF	49,000,000.00	05/07/2004	05/10 - At Maturity	48,995,998.33		0.980	05/10/2004	0.994	0.00
85520LEB7	03485	1010	ACP	SBIRD	45,000,000.00	05/10/2004	05/11 - At Maturity	44,998,775.00		0.980	05/11/2004	0.994	0.00
90262CEH6	03484	1010	ACP	UBSF	5,000,000.00	05/10/2004	05/17 - At Maturity	4,999,018.06		1.010	05/17/2004	1.024	0.00
90262CEC7	03486	1010	ACP	UBSF	47,000,000.00	05/11/2004	05/12 - At Maturity	46,998,746.67		0.960	05/12/2004	0.973	0.00
36959HEJ2	03488	1010	ACP	GE CAP	5,000,000.00	05/12/2004	05/18 - At Maturity	4,999,175.00		0.990	05/18/2004	1.004	0.00
90262CED5	03487	1010	ACP	UBSF	50,000,000.00	05/12/2004	05/13 - At Maturity	49,998,666.67		0.960	05/13/2004	0.973	0.00
02581REE9	03491	1010	ACP	AMEXP	8,000,000.00	05/13/2004	05/14 - At Maturity	7,999,780.00		0.990	05/14/2004	1.004	0.00
3133X4E80	03490	1010	FAC	FHLB	10,000,000.00	05/13/2004	08/19 - 02/19	9,912,900.00	35,000.00	1.500	08/19/2005	2.200	9,951,338.16
90262CEE3	03492	1010	ACP	UBSF	50,000,000.00	05/13/2004	05/14 - At Maturity	49,998,652.78		0.970	05/14/2004	0.983	0.00
912828BJ8	03489	1010	TRC	UST	5,000,000.00	05/13/2004	08/31 - 02/28	4,996,875.00	20,108.70	2.000	08/31/2005	2.048	5,017,108.70
02635PRD7	03493	1010	MTN	AIGF	5,000,000.00	05/14/2004	10/15 - 04/15	5,282,150.00	23,804.17	5.910	06/12/2006	3.086	5,299,541.67
90262CEH6	03494	1010	ACP	UBSF	48,000,000.00	05/14/2004	05/17 - At Maturity	47,996,040.00		0.990	05/17/2004	1.004	0.00
04821TEJ0	03496	1010	ACP	ATLASS	10,000,000.00	05/17/2004	05/18 - At Maturity	9,999,711.11		1.040	05/18/2004	1.054	0.00
90262CEJ2	03495	1010	ACP	UBSF	48,000,000.00	05/17/2004	05/18 - At Maturity	47,998,613.33		1.040	05/18/2004	1.054	0.00
3133X6R73	03498	1010	FAC	FHLB	5,000,000.00	05/18/2004	08/18 - Quarterly	4,991,000.00		2.000	11/18/2005	2.122	4,992,300.00
313384XA2	03497	1010	AFD	FMCDN	50,000,000.00	05/18/2004	05/19 - At Maturity	49,998,652.78		0.970	05/19/2004	0.983	0.00
90262CEL7	03499	1010	ACP	UBSF	32,000,000.00	05/19/2004	05/20 - At Maturity	31,999,128.89		0.980	05/20/2004	0.994	0.00
90262CEM5	03500	1010	ACP	UBSF	36,000,000.00	05/20/2004	05/21 - At Maturity	35,999,020.00		0.980	05/21/2004	0.994	0.00
90262CEQ6	03501	1010	ACP	UBSF	33,000,000.00	05/21/2004	05/24 - At Maturity	32,997,305.00		0.980	05/24/2004	0.994	0.00
90262CER4	03502	1010	ACP	UBSF	37,000,000.00	05/24/2004	05/25 - At Maturity	36,998,982.50		0.990	05/25/2004	1.004	0.00
90262CES2	03503	1010	ACP	UBSF	39,000,000.00	05/25/2004	05/26 - At Maturity	38,998,938.33		0.980	05/26/2004	0.994	0.00
3133X2ZF5	03505	1010	FAC	FHLB	5,000,000.00	05/26/2004	06/15 - 12/15	4,978,950.00	36,336.61	1.625	06/15/2005	2.031	5,015,564.51
90262CET0	03504	1010	ACP	UBSF	50,000,000.00	05/26/2004	05/27 - At Maturity	49,998,625.00		0.990	05/27/2004	1.004	0.00
74977KEU9	03507	1010	ACP	RABUSA	5,000,000.00	05/27/2004	05/28 - At Maturity	4,999,865.28		0.970	05/28/2004	0.983	0.00
90262CEU7	03506	1010	ACP	UBSF	50,000,000.00	05/27/2004	05/28 - At Maturity	49,998,611.11		1.000	05/28/2004	1.014	0.00
125569DJ9	03509	1010	MTN	CIT	5,000,000.00	05/28/2004	06/15 - 12/15	5,232,000.00	149,982.64	6.625	06/15/2005	2.120	5,380,136.49
617446DW6	03510	1010	MTN	M STAN	5,000,000.00	05/28/2004	06/15 - 12/15	5,290,700.00	175,451.39	7.750	06/15/2005	2.106	5,463,838.13
90262CF10	03508	1010	ACP	UBSF	32,000,000.00	05/28/2004	06/01 - At Maturity	31,996,373.33		1.020	06/01/2004	1.034	32,000,000.00

CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
			Total Purchases		949,000,000.00			949,646,996.94	440,683.71				73,119,827.66

Investment Type Codes:

ABA	Bankers Acceptance	LA5	Local Agency Inv Fund
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	ASB	Strip Bond-Amortizing
AFD	Federal Agency Discounts	TRC	U.S. Treasury - Coupons
		ATD	U.S. Treasury-Discounts

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
May 31, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Funds											
99-31-000	00000LAIF	LOCAL AGENCY INV FUND		07/01/2003	0.00	0.00	0.00		0.000	1	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0.000**	**0**	
U.S. Treasury Coupons											
912828BJ8	03489	U. S. TREASURY COUPON		05/13/2004	5,017,108.70	5,018,546.20	5,000,000.00	2.000	2.020	456	08/31/2005
912828CB4	03458	U. S. TREASURY COUPON		04/15/2004	9,950,466.01	9,889,062.50	10,000,000.00	1.625	2.006	637	02/28/2006
912828CD0	03459	U. S. TREASURY COUPON		04/15/2004	9,901,042.64	9,837,397.54	10,000,000.00	1.500	2.060	668	03/31/2006
912828BG4	03078	U. S. TREASURY COUPON		08/29/2003	9,929,840.04	9,875,000.00	10,000,000.00	3.250	3.386	1,536	08/15/2008
912828BK5	03093	U. S. TREASURY COUPON		09/15/2003	4,975,207.39	4,904,687.50	5,000,000.00	3.125	3.207	1,567	09/15/2008
912828BK5	03094	U. S. TREASURY COUPON		09/15/2003	4,976,547.53	4,904,687.50	5,000,000.00	3.125	3.200	1,567	09/15/2008
		Subtotal and Average	**42,802,917.58**		**44,750,212.31**	**44,429,381.24**	**45,000,000.00**		**2.592**	**1,030**	
Federal Agency Coupons											
3134A3YM2	03142	FED HOME LOAN MORT CORP		10/16/2003	10,061,272.86	10,059,375.00	10,000,000.00	6.250	1.180	44	07/15/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,998,836.77	10,018,750.00	10,000,000.00	2.250	2.278	73	08/13/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,999,050.63	10,018,750.00	10,000,000.00	2.250	2.267	73	08/13/2004
3134A4GW8	03183	FED HOME LOAN MORT CORP		11/07/2003	5,032,155.40	5,032,812.50	5,000,000.00	4.500	1.324	75	08/15/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,999,315.66	5,032,812.50	5,000,000.00	3.500	3.500	106	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,020,421.68	5,032,812.50	5,000,000.00	3.500	2.022	106	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,041,689.91	10,065,625.00	10,000,000.00	3.500	1.993	106	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,013,234.08	10,087,500.00	10,000,000.00	3.625	3.201	136	10/15/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,997,390.05	5,045,312.50	5,000,000.00	3.375	3.449	167	11/15/2004
3136F4ZV9	03257	FEDERAL NATIONAL MORT. ASSOC.		12/23/2003	5,003,401.14	5,002,943.06	5,000,000.00	1.630	1.443	216	01/03/2005
3134A4RV8	03256	FED HOME LOAN MORT CORP		12/23/2003	5,013,633.51	5,007,812.50	5,000,000.00	1.875	1.412	228	01/15/2005
3133X3P31	03462	FEDERAL HOME LOAN BANK		04/19/2004	5,010,738.64	4,999,000.00	5,000,000.00	1.300	1.441	267	02/23/2005
3133MYRS8	02424	FEDERAL HOME LOAN BANK		06/18/2003	5,009,336.35	4,979,687.50	5,000,000.00	1.500	1.280	346	05/13/2005
3133MYRS8	03289	FEDERAL HOME LOAN BANK		01/12/2004	4,997,369.23	4,979,687.50	5,000,000.00	1.500	1.534	346	05/13/2005
3133MYRS8	03342	FEDERAL HOME LOAN BANK		02/09/2004	10,003,691.19	9,959,375.00	10,000,000.00	1.500	1.440	346	05/13/2005
3133MNS69	03440	FEDERAL HOME LOAN BANK		04/08/2004	7,177,095.39	7,140,000.00	7,000,000.00	4.125	1.411	346	05/13/2005
3133X2ZF5	03451	FEDERAL HOME LOAN BANK		04/13/2004	5,033,012.98	5,006,319.44	5,000,000.00	1.625	1.479	379	06/15/2005
3133X2ZF5	03505	FEDERAL HOME LOAN BANK		05/26/2004	5,015,564.51	5,016,024.31	5,000,000.00	1.625	2.003	379	06/15/2005
3128X1MR5	02432	FED HOME LOAN MORT CORP		06/24/2003	10,000,000.00	9,927,600.00	10,000,000.00	1.350	1.332	388	06/24/2005
31339XVF8	02446	FEDERAL HOME LOAN BANK		06/30/2003	10,000,000.00	9,925,000.00	10,000,000.00	1.380	1.361	394	06/30/2005
31339XQT4	03004	FEDERAL HOME LOAN BANK		07/01/2003	5,000,000.00	4,967,187.50	5,000,000.00	1.450	1.430	395	07/01/2005
31339Y3T7	03010	FEDERAL HOME LOAN BANK		07/07/2003	5,000,000.00	4,957,812.50	5,000,000.00	1.300	1.282	401	07/07/2005
31339YJJ2	03450	FEDERAL HOME LOAN BANK		04/13/2004	6,017,280.71	5,982,625.00	6,000,000.00	1.500	1.549	409	07/15/2005
31339YHY1	03284	FEDERAL HOME LOAN BANK		01/09/2004	4,000,000.00	3,977,500.00	4,000,000.00	1.625	1.706	415	07/21/2005

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
May 31, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
3133X3ES8	03317	FEDERAL HOME LOAN BANK		01/26/2004	5,002,864.58	4,979,687.50	5,000,000.00	1.780	1.630	420	07/26/2005
3133X3ES8	03318	FEDERAL HOME LOAN BANK		01/26/2004	5,000,000.00	4,979,687.50	5,000,000.00	1.780	1.756	420	07/26/2005
3128X1TX5	03305	FED HOME LOAN MORT CORP		01/20/2004	4,996,931.22	4,964,650.00	5,000,000.00	1.500	1.611	423	07/29/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,005,120.22	10,090,625.00	10,000,000.00	3.000	2.915	440	08/15/2005
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,020,349.93	10,028,125.00	10,000,000.00	3.300	2.600	441	08/16/2005
3133X4E80	03490	FEDERAL HOME LOAN BANK		05/13/2004	9,951,338.16	9,953,750.00	10,000,000.00	1.500	2.170	444	08/19/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,705.09	5,046,875.00	5,000,000.00	3.000	2.964	462	09/06/2005
3133X56F0	03452	FEDERAL HOME LOAN BANK		04/13/2004	4,990,031.94	4,954,056.94	5,000,000.00	1.445	1.667	471	09/15/2005
31359MTB9	03115	FEDERAL NATIONAL MORT. ASSOC.		09/29/2003	5,003,417.56	4,975,000.00	5,000,000.00	1.875	1.794	471	09/15/2005
31359MTB9	03285	FEDERAL NATIONAL MORT. ASSOC.		01/09/2004	5,005,283.17	4,975,000.00	5,000,000.00	1.875	1.765	471	09/15/2005
3133X14X2	03114	FEDERAL HOME LOAN BANK		09/29/2003	5,008,706.60	4,998,437.50	5,000,000.00	2.300	2.000	485	09/29/2005
3133X4ZT1	03465	FEDERAL HOME LOAN BANK		04/21/2004	4,967,509.79	4,944,166.67	5,000,000.00	1.500	1.958	505	10/19/2005
3133MTL89	03467	FEDERAL HOME LOAN BANK		04/22/2004	5,029,876.38	5,006,250.00	5,000,000.00	2.500	2.052	532	11/15/2005
3133MTL89	03468	FEDERAL HOME LOAN BANK		04/22/2004	5,030,574.42	5,006,250.00	5,000,000.00	2.500	2.042	532	11/15/2005
3133X6R73	03498	FEDERAL HOME LOAN BANK		05/18/2004	4,992,300.00	4,968,750.00	5,000,000.00	2.000	2.093	535	11/18/2005
3128X1EQ6	02397	FED HOME LOAN MORT CORP		05/28/2003	10,000,000.00	9,952,600.00	10,000,000.00	2.050	1.997	545	11/28/2005
3136F2XZ6	02206	FEDERAL NATIONAL MORT. ASSOC.		12/27/2002	10,001,739.99	10,009,375.00	10,000,000.00	3.000	2.819	571	12/24/2005
3134A4CX0	03427	FED HOME LOAN MORT CORP		04/01/2004	5,341,839.65	5,271,041.67	5,000,000.00	5.250	1.628	593	01/15/2006
3134A4CX0	03437	FED HOME LOAN MORT CORP		04/07/2004	5,325,566.59	5,275,416.67	5,000,000.00	5.250	1.874	593	01/15/2006
3134A4CX0	03453	FED HOME LOAN MORT CORP		04/13/2004	5,435,768.08	5,385,387.50	5,100,000.00	5.250	1.884	593	01/15/2006
31359MTU7	03283	FEDERAL NATIONAL MORT. ASSOC.		01/09/2004	5,003,129.81	4,961,805.56	5,000,000.00	2.000	2.004	593	01/15/2006
31339YF56	03413	FEDERAL HOME LOAN BANK		03/25/2004	5,027,125.37	4,947,881.94	5,000,000.00	1.750	1.578	601	01/23/2006
3128X2PN9	03320	FED HOME LOAN MORT CORP		01/27/2004	4,999,377.78	4,962,000.00	5,000,000.00	2.010	2.003	605	01/27/2006
3128X2ZC2	03412	FED HOME LOAN MORT CORP		03/25/2004	5,021,469.68	4,963,576.39	5,000,000.00	2.000	1.806	632	02/23/2006
31359MUA9	03414	FEDERAL NATIONAL MORT. ASSOC.		03/25/2004	5,038,965.65	4,982,500.00	5,000,000.00	2.250	1.902	637	02/28/2006
3133MVHK2	03286	FEDERAL HOME LOAN BANK		01/09/2004	10,067,513.49	9,968,750.00	10,000,000.00	2.500	2.082	652	03/15/2006
31331TYV7	03432	FEDERAL FARM CREDIT BANK		04/05/2004	4,993,541.67	4,917,187.50	5,000,000.00	1.850	1.919	673	04/05/2006
31331TYS4	03435	FEDERAL FARM CREDIT BANK		04/07/2004	4,996,000.00	4,915,625.00	5,000,000.00	1.840	1.916	675	04/07/2006
3133MYRT6	03360	FEDERAL HOME LOAN BANK		02/20/2004	5,011,806.21	4,929,687.50	5,000,000.00	2.125	1.973	713	05/15/2006
3133MEU66	03361	FEDERAL HOME LOAN BANK		02/20/2004	5,322,790.56	5,237,500.00	5,000,000.00	5.375	1.955	713	05/15/2006
3133MEU66	03436	FEDERAL HOME LOAN BANK		04/07/2004	5,312,016.89	5,237,500.00	5,000,000.00	5.375	2.066	713	05/15/2006
3133MYCH8	03442	FEDERAL HOME LOAN BANK		04/08/2004	5,018,041.74	4,946,875.00	5,000,000.00	2.250	2.032	713	05/15/2006
3133MYCH8	03447	FEDERAL HOME LOAN BANK		04/12/2004	5,017,576.63	4,946,875.00	5,000,000.00	2.250	2.037	713	05/15/2006
31359MRL9	03446	FEDERAL NATIONAL MORT. ASSOC.		04/12/2004	4,013,911.71	3,955,000.00	4,000,000.00	2.250	2.039	713	05/15/2006
31359MRV7	03445	FEDERAL NATIONAL MORT. ASSOC.		04/12/2004	5,018,296.14	4,943,750.00	5,000,000.00	2.250	2.032	724	05/26/2006
3133MYZF7	02418	FEDERAL HOME LOAN BANK		06/12/2003	5,000,000.00	4,946,875.00	5,000,000.00	2.375	2.342	741	06/12/2006

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
May 31, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
31339XAZ7	03362	FEDERAL HOME LOAN BANK		02/20/2004	5,000,005.52	4,920,052.08	5,000,000.00	1.875	2.017	744	06/15/2006
31339XAZ7	03373	FEDERAL HOME LOAN BANK		03/01/2004	5,010,304.90	4,922,916.67	5,000,000.00	1.875	1.943	744	06/15/2006
3136F5FF3	03395	FEDERAL NATIONAL MORT. ASSOC.		03/15/2004	10,000,000.00	9,853,125.00	10,000,000.00	2.125	2.096	744	06/15/2006
31359MSE4	03383	FEDERAL NATIONAL MORT. ASSOC.		03/03/2004	5,013,137.61	4,903,090.28	5,000,000.00	1.750	2.066	745	06/16/2006
3136F5MC2	03431	FEDERAL NATIONAL MORT. ASSOC.		04/05/2004	10,000,000.00	9,803,125.00	10,000,000.00	1.920	1.894	764	07/05/2006
3134A4GK4	03438	FED HOME LOAN MORT CORP		04/07/2004	5,404,337.42	5,329,826.39	5,000,000.00	5.500	2.150	774	07/15/2006
3134A4GK4	03454	FED HOME LOAN MORT CORP		04/13/2004	5,405,753.25	5,334,409.72	5,000,000.00	5.500	2.180	774	07/15/2006
31331TTV3	03441	FEDERAL FARM CREDIT BANK		04/08/2004	5,018,816.12	4,929,913.19	5,000,000.00	2.125	2.082	776	07/17/2006
3133X3AC7	03323	FEDERAL HOME LOAN BANK		01/28/2004	5,000,000.00	4,979,687.50	5,000,000.00	2.800	2.762	787	07/28/2006
31339YPP1	03394	FEDERAL HOME LOAN BANK		03/15/2004	5,002,846.57	4,998,700.00	5,000,000.00	1.470	1.423	787	07/28/2006
31339YVA7	03444	FEDERAL HOME LOAN BANK		04/12/2004	7,032,375.00	6,925,187.50	7,000,000.00	2.250	2.385	787	07/28/2006
3136F46S8	03350	FEDERAL NATIONAL MORT. ASSOC.		02/17/2004	5,000,000.00	4,990,625.00	5,000,000.00	1.850	1.825	807	08/17/2006
3128X1C21	03269	FED HOME LOAN MORT CORP		01/02/2004	5,011,716.74	5,003,125.00	5,000,000.00	3.125	2.828	815	08/25/2006
31331TDH1	03086	FEDERAL FARM CREDIT BANK		09/08/2003	5,000,000.00	5,001,562.50	5,000,000.00	3.100	3.058	829	09/08/2006
3128X1G43	03171	FED HOME LOAN MORT CORP		11/04/2003	3,700,000.00	3,706,216.00	3,700,000.00	2.250	2.219	829	09/08/2006
3128X15N3	03195	FED HOME LOAN MORT CORP		11/17/2003	10,000,000.00	10,013,900.00	10,000,000.00	2.000	1.973	899	11/17/2006
3133X2AU9	03209	FEDERAL HOME LOAN BANK		11/24/2003	5,000,000.00	4,985,937.50	5,000,000.00	2.000	1.973	906	11/24/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,991,474.37	10,115,625.00	10,000,000.00	4.125	4.186	906	11/24/2006
3133X33X9	03291	FEDERAL HOME LOAN BANK		01/12/2004	5,000,000.00	4,956,250.00	5,000,000.00	2.000	1.973	955	01/12/2007
3133X35E9	03294	FEDERAL HOME LOAN BANK		01/13/2004	5,000,000.00	4,960,937.50	5,000,000.00	2.000	1.973	1,137	07/13/2007
		Subtotal and Average	**484,808,219.27**		**495,005,744.89**	**492,385,056.98**	**491,800,000.00**		**2.048**	**524**	
Medium Term Notes											
22237UAB8	03153	COUNTRYWIDE HOME LOAN		10/23/2003	5,010,662.93	5,009,250.00	5,000,000.00	6.850	1.303	14	06/15/2004
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,760.56	5,057,550.00	5,000,000.00	4.050	4.005	182	11/30/2004
459745FD2	02388	INTERNATIONAL LEASE FINANCE		05/20/2003	6,016,500.99	6,043,125.00	6,000,000.00	2.390	1.952	226	01/13/2005
524908CG3	03364	LEHMAN BROTHERS HOLDINGS		02/23/2004	5,241,285.39	5,213,252.78	5,000,000.00	7.750	1.234	228	01/15/2005
36962GXB5	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,995,923.32	5,082,200.00	5,000,000.00	4.250	4.323	241	01/28/2005
650905AF9	03359	CIT GROUP INC		02/20/2004	5,197,504.83	5,179,769.44	5,000,000.00	6.875	1.332	260	02/16/2005
45974VYT9	03358	AIG FUNDING INC		02/20/2004	5,166,508.95	5,139,400.00	5,000,000.00	5.540	1.342	293	03/21/2005
441812GL2	02427	HOUSEHOLD FINANCE CORP		06/20/2003	5,299,172.31	5,266,500.00	5,000,000.00	8.000	1.490	342	05/09/2005
00206HH72	03313	CIT GROUP INC		01/23/2004	5,234,386.44	5,165,625.00	5,000,000.00	6.600	1.598	348	05/15/2005
57629WAC4	03347	MASSMUTUAL GLOBAL FUNDING		02/13/2004	5,196,419.95	5,161,281.94	5,000,000.00	4.550	1.473	363	05/30/2005
00077QAA8	03348	ABN AMRO BK		02/13/2004	10,700,119.89	10,630,213.89	10,000,000.00	7.250	1.594	364	05/31/2005
79549BCF2	03477	CITIGROUP GLOBAL MARKETS		04/30/2004	5,388,582.30	5,375,856.25	5,000,000.00	6.875	1.775	379	06/15/2005
125569DJ9	03509	CIT GROUP INC		05/28/2004	5,380,136.49	5,361,582.64	5,000,000.00	6.625	2.091	379	06/15/2005

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
May 31, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Medium Term Notes											
617446DW6	03510	MORGAN STANLEY-DEAN WHITTER		05/28/2004	5,463,838.13	5,456,201.39	5,000,000.00	7.750	2.077	379	06/15/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,388,456.36	7,451,037.00	7,300,000.00	4.125	2.937	394	06/30/2005
929771AQ6	03314	WACHOVIA CORP		01/23/2004	5,330,756.35	5,279,677.78	5,000,000.00	7.450	1.589	409	07/15/2005
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,393,684.88	9,473,824.05	9,395,000.00	2.990	2.959	489	10/03/2005
90327QCN7	02223	USAA CAPITAL		01/13/2003	5,039,101.24	5,050,600.00	5,000,000.00	3.130	2.586	562	12/15/2005
441812JT2	03307	HOUSEHOLD FINANCE CORP		01/21/2004	10,714,388.66	10,595,600.00	10,000,000.00	6.500	2.023	602	01/24/2006
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,046,057.42	7,325,109.00	6,900,000.00	6.150	4.655	604	01/26/2006
59018YDN8	03308	MERRILL LYNCH		01/21/2004	5,332,379.31	5,308,050.00	5,000,000.00	6.150	1.997	604	01/26/2006
36962GA46	03425	GENERAL ELECTRIC CAPITAL CORP		03/31/2004	5,113,327.73	5,037,900.00	5,000,000.00	2.850	1.726	608	01/30/2006
073902BX5	03423	BEAR STEARNS CO INC		03/30/2004	10,854,276.96	10,637,500.00	10,000,000.00	6.500	1.904	699	05/01/2006
441812FT6	03382	HOUSEHOLD FINANCE CORP		03/03/2004	5,481,288.89	5,405,000.00	5,000,000.00	7.250	2.150	713	05/15/2006
459745FH3	03422	AIG FUNDING INC		03/30/2004	6,109,701.42	5,976,000.00	6,000,000.00	2.950	1.973	721	05/23/2006
02635PRD7	03493	AIG FUNDING INC		05/14/2004	5,299,541.67	5,299,004.17	5,000,000.00	5.910	3.044	741	06/12/2006
41011WAL4	03381	JOHN HANCOCK FINANCE		03/03/2004	10,807,978.72	10,623,625.00	10,000,000.00	5.625	2.091	756	06/27/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,054,772.63	5,200,150.00	5,000,000.00	5.000	4.421	866	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,004,060.95	5,172,850.00	5,000,000.00	4.750	4.646	866	10/15/2006
		Subtotal and Average	**190,908,095.19**		**183,260,575.67**	**182,977,735.33**	**175,595,000.00**		**2.331**	**488**	
Collateralized CDs											
CD592391544	02447	PLACER SIERRA SAVINGS BANK		06/30/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.090	1.075	28	06/29/2004
CD595006924	03007	PLACER SIERRA SAVINGS BANK		07/02/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.140	1.134	30	07/01/2004
CD592439459	03024	PLACER SIERRA SAVINGS BANK		07/18/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.090	1.090	45	07/16/2004
CD0830030773	03043	RIVER CITY BANK		08/04/2003	2,000,000.00	2,000,000.00	2,000,000.00	1.100	1.100	63	08/03/2004
CD830030579	03070	RIVER CITY BANK		08/25/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.000	1.000	84	08/24/2004
CD11809787	03120	WESTERN SIERRA BANK		09/12/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.390	1.390	101	09/10/2004
CD11809779	03109	WESTERN SIERRA BANK		09/23/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.390	1.410	113	09/22/2004
CD20411690	03162	AUBURN COMMUNITY BANK		10/29/2003	500,000.00	500,000.00	500,000.00	1.000	1.010	150	10/29/2004
		Subtotal and Average	**8,500,000.00**		**8,500,000.00**	**8,500,000.00**	**8,500,000.00**		**1.153**	**71**	
Commercial Paper Disc. -Amortizing											
90262CF10	03508	UBS FINANCE, INC - DELAWARE		05/28/2004	32,000,000.00	32,000,000.00	32,000,000.00	1.020	1.020	0	06/01/2004
90262CKC0	03456	UBS FINANCE, INC - DELAWARE		04/14/2004	4,978,941.67	4,978,941.67	5,000,000.00	1.140	1.147	133	10/12/2004
		Subtotal and Average	**63,487,476.69**		**36,978,941.67**	**36,978,941.67**	**37,000,000.00**		**1.037**	**18**	
Federal Agency Disc. -Amortizing											
313588XW0	03179	FED NAT'L MTG ASSOC DISC NT		11/06/2003	4,998,881.94	4,998,881.94	5,000,000.00	1.150	1.172	7	06/08/2004
313588YP4	03141	FED NAT'L MTG ASSOC DISC NT		10/16/2003	9,992,400.00	9,992,400.00	10,000,000.00	1.140	1.167	24	06/25/2004

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
May 31, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Disc. -Amortizing											
313588YP4	03156	FED NAT'L MTG ASSOC DISC NT		10/24/2003	9,992,266.67	9,992,266.67	10,000,000.00	1.160	1.188	24	06/25/2004
313588ZL2	03139	FED NAT'L MTG ASSOC DISC NT		10/16/2003	4,992,687.50	4,992,687.50	5,000,000.00	1.170	1.198	45	07/16/2004
313588ZR9	03149	FED NAT'L MTG ASSOC DISC NT		10/21/2003	9,982,916.67	9,982,916.67	10,000,000.00	1.230	1.260	50	07/21/2004
313384ZS1	03154	FED HOME LOAN BK DISC NT		10/23/2003	19,966,566.67	19,966,566.66	20,000,000.00	1.180	1.209	51	07/22/2004
313588E92	03193	FED NAT'L MTG ASSOC DISC NT		11/14/2003	4,982,986.11	4,982,986.11	5,000,000.00	1.250	1.280	98	09/07/2004
313588G33	03244	FED NAT'L MTG ASSOC DISC NT		12/16/2003	4,982,000.00	4,982,000.00	5,000,000.00	1.200	1.229	108	09/17/2004
313588K46	03192	FED NAT'L MTG ASSOC DISC NT		11/14/2003	17,912,885.00	17,912,884.99	18,000,000.00	1.310	1.344	133	10/12/2004
313588K79	03175	FED NAT'L MTG ASSOC DISC NT		11/05/2003	4,974,877.78	4,974,877.78	5,000,000.00	1.330	1.365	136	10/15/2004
313588K79	03176	FED NAT'L MTG ASSOC DISC NT		11/05/2003	9,949,755.56	9,949,755.56	10,000,000.00	1.330	1.365	136	10/15/2004
313588P33	03237	FED NAT'L MTG ASSOC DISC NT		12/11/2003	9,939,411.11	9,939,411.11	10,000,000.00	1.330	1.365	164	11/12/2004
313397AC5	03335	FED HM LN MTG CORP DISC NOTE		02/04/2004	4,963,100.00	4,963,100.00	5,000,000.00	1.230	1.261	216	01/03/2005
313589AG8	03337	FED NAT'L MTG ASSOC DISC NT		02/04/2004	4,962,111.11	4,962,111.11	5,000,000.00	1.240	1.272	220	01/07/2005
313397AL5	03336	FED HM LN MTG CORP DISC NOTE		02/04/2004	4,961,733.33	4,961,733.33	5,000,000.00	1.230	1.261	224	01/11/2005
		Subtotal and Average	**133,294,572.73**		**127,554,579.45**	**127,554,579.43**	**128,000,000.00**		**1.266**	**99**	
Strip Bonds -Amortizing											
31358CR65	03341	FNMA ZERO COUPON		02/09/2004	3,286,839.71	3,286,839.71	3,335,000.00	1.494	1.536	348	05/15/2005
		Subtotal and Average	**3,284,763.83**		**3,286,839.71**	**3,286,839.71**	**3,335,000.00**		**1.536**	**348**	
		Total Investments and Average	**927,086,045.29**		**899,336,893.70**	**896,112,534.36**	**889,230,000.00**		**1.970**	**456**	

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Cash
May 31, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity
Cash Accounts										
	00000	PLACER COUNTY CASH			11,604,156.79	11,604,156.79			0.000	1
	00000VAULT	PLACER COUNTY CASH			1,235,130.10	1,235,130.10			0.000	1
	Cash Subtotal and Average Balance		**15,716,038.18**		**12,839,286.89**	**Cash Account Total**				**1**
	Total Cash and Investments		**942,802,083.46**		**912,176,180.59**	**908,951,821.25**	**902,069,286.89**		**1.970**	**456**

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer

COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of JUNE 30, 2004

2976 Richardson Drive • Auburn, California 95603
Tax Collector (530) 889-4120 • Business Licenses (530) 889-4131 • Treasurer (530) 889-4140 • Bonds (530) 889-4143

4.19.23

PREFACE

Placer County Treasurer's Investment Report

June 30, 2004

Market values are only relevant if the investment is sold prior to maturity. Profit or loss would be realized only if the specific investment were to be sold.

The following report reflects the change from cash to accrual basis effective March 31, 2000. The current book value of the Placer County Treasurer's Investment Portfolio reflects this change.

For the purpose of clarity the following glossary of investment terms has been provided.

Book Value is the purchase price of a security plus amortization of any premium or discount. This may be more or less than face value, depending upon whether the security was purchased at a premium or at a discount.

Face Value is the principal amount of a security and the amount of principal that will be paid at maturity.

Market Value is the value at which a security can be sold at the time it is priced or the need to sell arises.

Government Code 53646 Compliance Report

The following information is a monthly update of funds on deposit in the Placer County Treasury pursuant to California Government code Section 53646. Further details of individual investments are included in the Treasurer's Monthly Investment Report. All investment transactions and decisions have been made with full compliance with California Government Code and Placer County's Statement of Investment Policy.

Individual securities are priced at the end of each month. The source of pricing is Bank of New York.

The Weighted Average Maturity of the investments with the Treasury is 436 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by $274,083,418.92 in cash and investments maturing in the next 180 days.

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Summary
June 30, 2004

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	44,760,713.40	44,395,006.24	45,000,000.00	5.17	1,172	1,000	2.592	2.628
Federal Agency Coupons	469,693,430.03	466,284,662.39	466,800,000.00	54.24	764	507	2.012	2.040
Medium Term Notes	177,061,064.64	176,338,497.62	170,595,000.00	20.45	788	472	2.363	2.396
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	0.98	365	84	1.321	1.339
Commercial Paper Disc. -Amortizing	59,979,841.67	59,979,841.67	60,000,000.00	6.93	18	10	1.392	1.412
Federal Agency Disc. -Amortizing	102,678,805.82	102,678,805.80	103,000,000.00	11.86	311	88	1.287	1.305
Strip Bonds -Amortizing	3,290,991.46	3,290,991.46	3,335,000.00	0.38	461	318	1.536	1.557
Investments	**865,964,847.02**	**861,467,805.18**	**857,230,000.00**	**100.00%**	**680**	**436**	**1.976**	**2.004**
Cash								
Passbook/Checking (not included in yield calculations)	17,583,418.92	17,583,418.92	17,583,418.92		1	1	0.000	0.000
Total Cash and Investments	**883,548,265.94**	**879,051,224.10**	**874,813,418.92**		**680**	**436**	**1.976**	**2.004**

Total Earnings	June 30 Month Ending	Fiscal Year To Date	Fiscal Year Ending
Current Year	1,512,627.57	17,763,301.75	17,763,301.75
Average Daily Balance	**910,524,710.11**	**826,295,563.47**	
Effective Rate of Return	**2.02%**	**2.14%**	

Jenne Windeshausen 7-6-04

JENNE WINDESHAUSEN, TREASURER-TAX COLLECTOR

PLACER COUNTY 2003/2004
Investment Purchases Report
Sorted by Purchase Date
June 1, 2004 - June 30, 2004

CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
90262CF28	03511	1010	ACP	UBSF	33,000,000.00	06/01/2004	06/02 - At Maturity	32,999,065.00		1.020	06/02/2004	1.034	0.00
90262CF36	03512	1010	ACP	UBSF	46,000,000.00	06/02/2004	06/03 - At Maturity	45,998,722.22		1.000	06/03/2004	1.014	0.00
90262CF44	03513	1010	ACP	UBSF	40,000,000.00	06/03/2004	06/04 - At Maturity	39,998,888.89		1.000	06/04/2004	1.014	0.00
90262CF77	03514	1010	ACP	UBSF	42,000,000.00	06/04/2004	06/07 - At Maturity	41,996,535.00		0.990	06/07/2004	1.004	0.00
90262CF85	03515	1010	ACP	UBSF	42,000,000.00	06/07/2004	06/08 - At Maturity	41,998,856.67		0.980	06/08/2004	0.994	0.00
90262CF93	03516	1010	ACP	UBSF	44,000,000.00	06/08/2004	06/09 - At Maturity	43,998,790.00		0.990	06/09/2004	1.004	0.00
90262CFA0	03517	1010	ACP	UBSF	44,000,000.00	06/09/2004	06/10 - At Maturity	43,998,802.22		0.980	06/10/2004	0.994	0.00
90262CFE2	03518	1010	ACP	UBSF	40,000,000.00	06/10/2004	06/14 - At Maturity	39,995,644.44		0.980	06/14/2004	0.994	0.00
85520LFF7	03519	1010	ACP	SBIRD	42,000,000.00	06/14/2004	06/15 - At Maturity	41,998,833.33		1.000	06/15/2004	1.014	0.00
95520LFG5	03520	1010	ACP	SBIRD	46,000,000.00	06/15/2004	06/16 - At Maturity	45,998,645.56		1.060	06/16/2004	1.075	0.00
90262CFH5	03521	1010	ACP	UBSF	42,000,000.00	06/16/2004	06/17 - At Maturity	41,998,845.00		0.990	06/17/2004	1.004	0.00
90262CFJ1	03522	1010	ACP	UBSF	42,000,000.00	06/17/2004	06/18 - At Maturity	41,998,833.33		1.000	06/18/2004	1.014	0.00
90262CFM4	03523	1010	ACP	UBSF	41,000,000.00	06/18/2004	06/21 - At Maturity	40,996,583.33		1.000	06/21/2004	1.014	0.00
90262CFN2	03524	1010	ACP	UBSF	40,000,000.00	06/21/2004	06/22 - At Maturity	39,998,888.89		1.000	06/22/2004	1.014	0.00
90262CFP7	03525	1010	ACP	UBSF	36,000,000.00	06/22/2004	06/23 - At Maturity	35,999,020.00		0.980	06/23/2004	0.994	0.00
56274LFQ2	03526	1010	ACP	MANASF	36,000,000.00	06/23/2004	06/24 - At Maturity	35,999,000.00		1.000	06/24/2004	1.014	0.00
90262CFR3	03527	1010	ACP	UBSF	47,000,000.00	06/24/2004	06/25 - At Maturity	46,998,694.44		1.000	06/25/2004	1.014	0.00
90262CFW2	03528	1010	ACP	UBSF	18,000,000.00	06/25/2004	06/30 - At Maturity	17,997,450.00		1.020	06/30/2004	1.034	0.00
90262CFU6	03529	1010	ACP	UBSF	41,000,000.00	06/25/2004	06/28 - At Maturity	40,996,515.00		1.020	06/28/2004	1.034	0.00
90262CFV4	03530	1010	ACP	UBSF	42,000,000.00	06/28/2004	06/29 - At Maturity	41,998,728.33		1.090	06/29/2004	1.105	0.00
CD592391544	03532	1010	BCD	PSB	1,000,000.00	06/29/2004	06/29 - At Maturity	1,000,000.00		2.500	06/29/2005	2.535	1,000,000.00
90262CFW2	03531	1010	ACP	UBSF	46,000,000.00	06/29/2004	06/30 - At Maturity	45,998,556.11		1.130	06/30/2004	1.146	0.00
56274LG81	03534	1010	ACP	MANASF	15,000,000.00	06/30/2004	07/08 - At Maturity	14,995,600.00		1.320	07/08/2004	1.339	14,996,150.00
85520LG17	03533	1010	ACP	SBIRD	40,000,000.00	06/30/2004	07/01 - At Maturity	39,998,388.89		1.450	07/01/2004	1.470	40,000,000.00
			Total Purchases		**906,000,000.00**			**905,957,886.65**	**0.00**				**55,996,150.00**

Investment Type Codes:

ABA	Bankers Acceptance	LA5	Local Agency Inv Fund
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	ASB	Strip Bond-Amortizing
AFD	Federal Agency Discounts	TRC	U.S. Treasury - Coupons
		ATD	U.S. Treasury-Discounts

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
June 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Funds											
99-31-000	00000LAIF	LOCAL AGENCY INV FUND		07/01/2003	0.00	0.00	0.00		0.000	1	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0.000**	**0**	
U.S. Treasury Coupons											
912828BJ8	03489	U. S. TREASURY COUPON		05/13/2004	5,017,306.07	5,009,171.20	5,000,000.00	2.000	2.020	426	08/31/2005
912828CB4	03458	U. S. TREASURY COUPON		04/15/2004	9,953,755.48	9,873,437.50	10,000,000.00	1.625	2.006	607	02/28/2006
912828CD0	03459	U. S. TREASURY COUPON		04/15/2004	9,905,762.92	9,824,897.54	10,000,000.00	1.500	2.060	638	03/31/2006
912828BG4	03078	U. S. TREASURY COUPON		08/29/2003	9,931,210.36	9,875,000.00	10,000,000.00	3.250	3.386	1,506	08/15/2008
912828BK5	03093	U. S. TREASURY COUPON		09/15/2003	4,975,682.04	4,906,250.00	5,000,000.00	3.125	3.207	1,537	09/15/2008
912828BK5	03094	U. S. TREASURY COUPON		09/15/2003	4,976,996.53	4,906,250.00	5,000,000.00	3.125	3.200	1,537	09/15/2008
		Subtotal and Average	**44,755,637.88**		**44,760,713.40**	**44,395,006.24**	**45,000,000.00**		**2.592**	**1,000**	
Federal Agency Coupons											
3134A3YM2	03142	FED HOME LOAN MORT CORP		10/16/2003	10,019,495.91	10,018,750.00	10,000,000.00	6.250	1.180	14	07/15/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,999,446.20	10,009,375.00	10,000,000.00	2.250	2.267	43	08/13/2004
3134A4GW8	03183	FED HOME LOAN MORT CORP		11/07/2003	5,019,119.42	5,018,750.00	5,000,000.00	4.500	1.324	45	08/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,014,530.81	5,020,312.50	5,000,000.00	3.500	2.022	76	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,029,663.98	10,040,625.00	10,000,000.00	3.500	1.993	76	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,010,271.23	10,062,500.00	10,000,000.00	3.625	3.201	106	10/15/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,997,867.48	5,035,937.50	5,000,000.00	3.375	3.449	137	11/15/2004
3136F4ZV9	03257	FEDERAL NATIONAL MORT. ASSOC.		12/23/2003	5,000,000.00	4,996,875.00	5,000,000.00	1.630	1.443	186	01/03/2005
3134A4RV8	03256	FED HOME LOAN MORT CORP		12/23/2003	5,011,807.59	5,003,125.00	5,000,000.00	1.875	1.412	198	01/15/2005
3133X3P31	03462	FEDERAL HOME LOAN BANK		04/19/2004	5,012,784.09	4,997,437.50	5,000,000.00	1.300	1.441	237	02/23/2005
3133MYRS8	02424	FEDERAL HOME LOAN BANK		06/18/2003	5,008,517.37	4,975,000.00	5,000,000.00	1.500	1.280	316	05/13/2005
3133MYRS8	03289	FEDERAL HOME LOAN BANK		01/12/2004	4,997,600.00	4,975,000.00	5,000,000.00	1.500	1.534	316	05/13/2005
3133MYRS8	03342	FEDERAL HOME LOAN BANK		02/09/2004	10,003,367.40	9,950,000.00	10,000,000.00	1.500	1.440	316	05/13/2005
3133MNS69	03440	FEDERAL HOME LOAN BANK		04/08/2004	7,161,560.71	7,118,125.00	7,000,000.00	4.125	1.411	316	05/13/2005
3133X2ZF5	03451	FEDERAL HOME LOAN BANK		04/13/2004	5,005,869.19	4,973,437.50	5,000,000.00	1.625	1.479	349	06/15/2005
3133X2ZF5	03505	FEDERAL HOME LOAN BANK		05/26/2004	4,980,893.93	4,973,437.50	5,000,000.00	1.625	2.003	349	06/15/2005
3128X1MR5	02432	FED HOME LOAN MORT CORP		06/24/2003	10,000,000.00	9,909,100.00	10,000,000.00	1.350	1.332	358	06/24/2005
31339XVF8	02446	FEDERAL HOME LOAN BANK		06/30/2003	10,000,000.00	9,909,375.00	10,000,000.00	1.380	1.361	364	06/30/2005
31339XQT4	03004	FEDERAL HOME LOAN BANK		07/01/2003	5,000,000.00	4,959,375.00	5,000,000.00	1.450	1.430	365	07/01/2005
31339Y3T7	03010	FEDERAL HOME LOAN BANK		07/07/2003	5,000,000.00	4,951,562.50	5,000,000.00	1.300	1.282	371	07/07/2005
31339YJJ2	03450	FEDERAL HOME LOAN BANK		04/13/2004	6,017,631.15	5,973,250.00	6,000,000.00	1.500	1.549	379	07/15/2005
31339YHY1	03284	FEDERAL HOME LOAN BANK		01/09/2004	4,000,000.00	3,972,500.00	4,000,000.00	1.625	1.706	385	07/21/2005
3133X3ES8	03317	FEDERAL HOME LOAN BANK		01/26/2004	5,001,302.08	4,971,875.00	5,000,000.00	1.780	1.630	390	07/26/2005
3133X3ES8	03318	FEDERAL HOME LOAN BANK		01/26/2004	5,000,000.00	4,971,875.00	5,000,000.00	1.780	1.756	390	07/26/2005

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
June 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
3128X1TX5	03305	FED HOME LOAN MORT CORP		01/20/2004	4,998,518.52	4,956,550.00	5,000,000.00	1.500	1.611	393	07/29/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,004,766.29	10,065,625.00	10,000,000.00	3.000	2.915	410	08/15/2005
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,012,209.96	10,012,500.00	10,000,000.00	3.300	2.600	411	08/16/2005
3133X4E80	03490	FEDERAL HOME LOAN BANK		05/13/2004	9,957,068.42	9,938,125.00	10,000,000.00	1.500	2.170	414	08/19/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,724.54	5,034,375.00	5,000,000.00	3.000	2.964	432	09/06/2005
3133X56F0	03452	FEDERAL HOME LOAN BANK		04/13/2004	4,991,039.75	4,947,806.94	5,000,000.00	1.445	1.667	441	09/15/2005
31359MTB9	03115	FEDERAL NATIONAL MORT. ASSOC.		09/29/2003	5,003,196.60	4,967,187.50	5,000,000.00	1.875	1.794	441	09/15/2005
31359MTB9	03285	FEDERAL NATIONAL MORT. ASSOC.		01/09/2004	5,004,941.58	4,967,187.50	5,000,000.00	1.875	1.765	441	09/15/2005
3133X14X2	03114	FEDERAL HOME LOAN BANK		09/29/2003	5,006,493.06	4,989,062.50	5,000,000.00	2.300	2.000	455	09/29/2005
3133X4ZT1	03465	FEDERAL HOME LOAN BANK		04/21/2004	4,969,492.13	4,937,916.67	5,000,000.00	1.500	1.958	475	10/19/2005
3133MTL89	03467	FEDERAL HOME LOAN BANK		04/22/2004	5,028,165.90	4,995,312.50	5,000,000.00	2.500	2.052	502	11/15/2005
3133MTL89	03468	FEDERAL HOME LOAN BANK		04/22/2004	5,028,823.98	4,995,312.50	5,000,000.00	2.500	2.042	502	11/15/2005
3133X6R73	03498	FEDERAL HOME LOAN BANK		05/18/2004	4,995,300.00	4,960,937.50	5,000,000.00	2.000	2.093	505	11/18/2005
3128X1EQ6	02397	FED HOME LOAN MORT CORP		05/28/2003	10,000,000.00	9,923,900.00	10,000,000.00	2.050	1.997	515	11/28/2005
3134A4CX0	03427	FED HOME LOAN MORT CORP		04/01/2004	5,327,126.14	5,241,354.17	5,000,000.00	5.250	1.628	563	01/15/2006
3134A4CX0	03437	FED HOME LOAN MORT CORP		04/07/2004	5,311,913.77	5,245,729.17	5,000,000.00	5.250	1.874	563	01/15/2006
3134A4CX0	03453	FED HOME LOAN MORT CORP		04/13/2004	5,421,881.87	5,355,106.25	5,100,000.00	5.250	1.884	563	01/15/2006
31359MTU7	03283	FEDERAL NATIONAL MORT. ASSOC.		01/09/2004	5,003,254.42	4,953,993.06	5,000,000.00	2.000	2.004	563	01/15/2006
31339YF56	03413	FEDERAL HOME LOAN BANK		03/25/2004	5,026,514.42	4,943,194.44	5,000,000.00	1.750	1.578	571	01/23/2006
3128X2PN9	03320	FED HOME LOAN MORT CORP		01/27/2004	4,999,711.11	4,946,950.00	5,000,000.00	2.010	2.003	575	01/27/2006
3128X2ZC2	03412	FED HOME LOAN MORT CORP		03/25/2004	5,020,029.13	4,947,951.39	5,000,000.00	2.000	1.806	602	02/23/2006
31359MUA9	03414	FEDERAL NATIONAL MORT. ASSOC.		03/25/2004	5,036,308.00	4,971,562.50	5,000,000.00	2.250	1.902	607	02/28/2006
3133MVHK2	03286	FEDERAL HOME LOAN BANK		01/09/2004	10,064,368.45	9,953,125.00	10,000,000.00	2.500	2.082	622	03/15/2006
31331TYV7	03432	FEDERAL FARM CREDIT BANK		04/05/2004	4,995,104.17	4,914,062.50	5,000,000.00	1.850	1.919	643	04/05/2006
31331TYS4	03435	FEDERAL FARM CREDIT BANK		04/07/2004	4,999,333.33	4,912,500.00	5,000,000.00	1.840	1.916	645	04/07/2006
3133MYRT6	03360	FEDERAL HOME LOAN BANK		02/20/2004	5,011,303.11	4,926,562.50	5,000,000.00	2.125	1.973	683	05/15/2006
3133MEU66	03361	FEDERAL HOME LOAN BANK		02/20/2004	5,309,035.28	5,220,312.50	5,000,000.00	5.375	1.955	683	05/15/2006
3133MEU66	03436	FEDERAL HOME LOAN BANK		04/07/2004	5,298,720.71	5,220,312.50	5,000,000.00	5.375	2.066	683	05/15/2006
3133MYCH8	03442	FEDERAL HOME LOAN BANK		04/08/2004	5,017,272.92	4,943,750.00	5,000,000.00	2.250	2.032	683	05/15/2006
3133MYCH8	03447	FEDERAL HOME LOAN BANK		04/12/2004	5,016,827.62	4,943,750.00	5,000,000.00	2.250	2.037	683	05/15/2006
31359MRL9	03446	FEDERAL NATIONAL MORT. ASSOC.		04/12/2004	4,013,318.88	3,950,000.00	4,000,000.00	2.250	2.039	683	05/15/2006
31359MRV7	03445	FEDERAL NATIONAL MORT. ASSOC.		04/12/2004	5,017,528.47	4,934,375.00	5,000,000.00	2.250	2.032	694	05/26/2006
3133MYZF7	02418	FEDERAL HOME LOAN BANK		06/12/2003	5,000,000.00	4,939,062.50	5,000,000.00	2.375	2.342	711	06/12/2006
31339XAZ7	03362	FEDERAL HOME LOAN BANK		02/20/2004	4,983,770.06	4,898,437.50	5,000,000.00	1.875	2.017	714	06/15/2006
31339XAZ7	03373	FEDERAL HOME LOAN BANK		03/01/2004	4,990,900.97	4,898,437.50	5,000,000.00	1.875	1.943	714	06/15/2006
3136F5FF3	03395	FEDERAL NATIONAL MORT. ASSOC.		03/15/2004	10,000,000.00	9,834,375.00	10,000,000.00	2.125	2.096	714	06/15/2006

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
June 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
31359MSE4	03383	FEDERAL NATIONAL MORT. ASSOC.		03/03/2004	5,000,000.00	4,881,250.00	5,000,000.00	1.750	2.066	715	06/16/2006
3136F5MC2	03431	FEDERAL NATIONAL MORT. ASSOC.		04/05/2004	10,000,000.00	9,781,250.00	10,000,000.00	1.920	1.894	734	07/05/2006
3134A4GK4	03438	FED HOME LOAN MORT CORP		04/07/2004	5,390,919.94	5,295,451.39	5,000,000.00	5.500	2.150	744	07/15/2006
3134A4GK4	03454	FED HOME LOAN MORT CORP		04/13/2004	5,392,460.15	5,300,034.72	5,000,000.00	5.500	2.180	744	07/15/2006
31331TTV3	03441	FEDERAL FARM CREDIT BANK		04/08/2004	5,018,761.18	4,925,225.69	5,000,000.00	2.125	2.082	746	07/17/2006
3133X3AC7	03323	FEDERAL HOME LOAN BANK		01/28/2004	5,000,000.00	4,971,875.00	5,000,000.00	2.800	2.762	757	07/28/2006
31339YPP1	03394	FEDERAL HOME LOAN BANK		03/15/2004	5,002,736.66	4,998,550.00	5,000,000.00	1.470	1.423	757	07/28/2006
31339YVA7	03444	FEDERAL HOME LOAN BANK		04/12/2004	7,032,375.00	6,916,437.50	7,000,000.00	2.250	2.385	757	07/28/2006
3136F46S8	03350	FEDERAL NATIONAL MORT. ASSOC.		02/17/2004	5,000,000.00	4,981,250.00	5,000,000.00	1.850	1.825	777	08/17/2006
3128X1C21	03269	FED HOME LOAN MORT CORP		01/02/2004	5,007,532.19	4,982,812.50	5,000,000.00	3.125	2.828	785	08/25/2006
31331TDH1	03086	FEDERAL FARM CREDIT BANK		09/08/2003	5,000,000.00	4,993,750.00	5,000,000.00	3.100	3.058	799	09/08/2006
3128X1G43	03171	FED HOME LOAN MORT CORP		11/04/2003	3,700,000.00	3,701,961.00	3,700,000.00	2.250	2.219	799	09/08/2006
3128X15N3	03195	FED HOME LOAN MORT CORP		11/17/2003	10,000,000.00	9,997,700.00	10,000,000.00	2.000	1.973	869	11/17/2006
3133X2AU9	03209	FEDERAL HOME LOAN BANK		11/24/2003	5,000,000.00	4,984,375.00	5,000,000.00	2.000	1.973	876	11/24/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,992,952.81	10,081,250.00	10,000,000.00	4.125	4.186	876	11/24/2006
3133X33X9	03291	FEDERAL HOME LOAN BANK		01/12/2004	5,000,000.00	4,956,250.00	5,000,000.00	2.000	1.973	925	01/12/2007
3133X35E9	03294	FEDERAL HOME LOAN BANK		01/13/2004	5,000,000.00	4,960,937.50	5,000,000.00	2.000	1.973	1,107	07/13/2007
		Subtotal and Average	**492,009,627.57**		**469,693,430.03**	**466,284,662.39**	**466,800,000.00**		**2.012**	**507**	
Medium Term Notes											
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,800.69	5,042,100.00	5,000,000.00	4.050	4.005	152	11/30/2004
459745FD2	02388	INTERNATIONAL LEASE FINANCE		05/20/2003	6,014,310.60	6,037,260.00	6,000,000.00	2.390	1.952	196	01/13/2005
524908CG3	03364	LEHMAN BROTHERS HOLDINGS		02/23/2004	5,214,448.43	5,187,352.78	5,000,000.00	7.750	1.234	198	01/15/2005
36962GXB5	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,996,439.36	5,062,800.00	5,000,000.00	4.250	4.323	211	01/28/2005
650905AF9	03359	CIT GROUP INC		02/20/2004	5,174,718.32	5,143,869.44	5,000,000.00	6.875	1.332	230	02/16/2005
45974VYT9	03358	AIG FUNDING INC		02/20/2004	5,149,283.89	5,114,500.00	5,000,000.00	5.540	1.342	263	03/21/2005
441812GL2	02427	HOUSEHOLD FINANCE CORP		06/20/2003	5,272,618.56	5,234,000.00	5,000,000.00	8.000	1.490	312	05/09/2005
00206HH72	03313	CIT GROUP INC		01/23/2004	5,213,945.76	5,131,550.00	5,000,000.00	6.600	1.598	318	05/15/2005
57629WAC4	03347	MASSMUTUAL GLOBAL FUNDING		02/13/2004	5,137,729.12	5,090,625.00	5,000,000.00	4.550	1.473	333	05/30/2005
00077QAA8	03348	ABN AMRO BK		02/13/2004	10,506,885.44	10,411,500.00	10,000,000.00	7.250	1.594	334	05/31/2005
79549BCF2	03477	CITIGROUP GLOBAL MARKETS		04/30/2004	5,238,846.42	5,209,150.00	5,000,000.00	6.875	1.775	349	06/15/2005
125569DJ9	03509	CIT GROUP INC		05/28/2004	5,211,692.31	5,186,400.00	5,000,000.00	6.625	2.091	349	06/15/2005
617446DW6	03510	MORGAN STANLEY-DEAN WHITTER		05/28/2004	5,265,254.11	5,243,650.00	5,000,000.00	7.750	2.077	349	06/15/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,381,634.54	7,412,420.00	7,300,000.00	4.125	2.937	364	06/30/2005
929771AQ6	03314	WACHOVIA CORP		01/23/2004	5,306,809.92	5,249,127.78	5,000,000.00	7.450	1.589	379	07/15/2005
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,393,766.74	9,441,129.45	9,395,000.00	2.990	2.959	459	10/03/2005

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
June 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Medium Term Notes											
90327QCN7	02223	USAA CAPITAL		01/13/2003	5,036,983.84	5,034,000.00	5,000,000.00	3.130	2.586	532	12/15/2005
441812JT2	03307	HOUSEHOLD FINANCE CORP		01/21/2004	10,678,247.58	10,540,625.00	10,000,000.00	6.500	2.023	572	01/24/2006
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,038,693.18	7,270,254.00	6,900,000.00	6.150	4.655	574	01/26/2006
59018YDN8	03308	MERRILL LYNCH		01/21/2004	5,315,620.69	5,268,300.00	5,000,000.00	6.150	1.997	574	01/26/2006
36962GA46	03425	GENERAL ELECTRIC CAPITAL CORP		03/31/2004	5,108,841.36	5,030,300.00	5,000,000.00	2.850	1.726	578	01/30/2006
073902BX5	03423	BEAR STEARNS CO INC		03/30/2004	10,817,134.49	10,585,200.00	10,000,000.00	6.500	1.904	669	05/01/2006
441812FT6	03382	HOUSEHOLD FINANCE CORP		03/03/2004	5,460,779.42	5,372,250.00	5,000,000.00	7.250	2.150	683	05/15/2006
459745FH3	03422	AIG FUNDING INC		03/30/2004	6,105,079.17	5,960,280.00	6,000,000.00	2.950	1.973	691	05/23/2006
02635PRD7	03493	AIG FUNDING INC		05/14/2004	5,288,225.49	5,274,454.17	5,000,000.00	5.910	3.044	711	06/12/2006
41011WAL4	03381	JOHN HANCOCK FINANCE		03/03/2004	10,676,508.39	10,465,100.00	10,000,000.00	5.625	2.091	726	06/27/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,052,848.53	5,179,250.00	5,000,000.00	5.000	4.421	836	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,003,918.29	5,161,050.00	5,000,000.00	4.750	4.646	836	10/15/2006
		Subtotal and Average	**179,913,360.78**		**177,061,064.64**	**176,338,497.62**	**170,595,000.00**		**2.363**	**472**	
Collateralized CDs											
CD595006924	03007	PLACER SIERRA SAVINGS BANK		07/02/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.140	1.134	0	07/01/2004
CD592439459	03024	PLACER SIERRA SAVINGS BANK		07/18/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.090	1.090	15	07/16/2004
CD0830030773	03043	RIVER CITY BANK		08/04/2003	2,000,000.00	2,000,000.00	2,000,000.00	1.100	1.100	33	08/03/2004
CD830030579	03070	RIVER CITY BANK		08/25/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.000	1.000	54	08/24/2004
CD11809787	03120	WESTERN SIERRA BANK		09/12/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.390	1.390	71	09/10/2004
CD11809779	03109	WESTERN SIERRA BANK		09/23/2003	1,000,000.00	1,000,000.00	1,000,000.00	1.390	1.410	83	09/22/2004
CD20411690	03162	AUBURN COMMUNITY BANK		10/29/2003	500,000.00	500,000.00	500,000.00	1.000	1.010	120	10/29/2004
CD592391544	03532	PLACER SIERRA SAVINGS BANK		06/29/2004	1,000,000.00	1,000,000.00	1,000,000.00	2.500	2.500	363	06/29/2005
		Subtotal and Average	**8,500,000.00**		**8,500,000.00**	**8,500,000.00**	**8,500,000.00**		**1.321**	**84**	
Commercial Paper Disc. -Amortizing											
85520LG17	03533	STARBIRD FUNDING		06/30/2004	40,000,000.00	40,000,000.00	40,000,000.00	1.450	1.450	0	07/01/2004
56274LG81	03534	MANHATTAN ASSET FUNDING		06/30/2004	14,996,150.00	14,996,150.00	15,000,000.00	1.320	1.320	7	07/08/2004
90262CKC0	03456	UBS FINANCE, INC - DELAWARE		04/14/2004	4,983,691.67	4,983,691.67	5,000,000.00	1.140	1.147	103	10/12/2004
		Subtotal and Average	**49,813,867.50**		**59,979,841.67**	**59,979,841.67**	**60,000,000.00**		**1.392**	**10**	
Federal Agency Disc. -Amortizing											
313588ZL2	03139	FED NAT'L MTG ASSOC DISC NT		10/16/2003	4,997,562.50	4,997,562.50	5,000,000.00	1.170	1.198	15	07/16/2004
313588ZR9	03149	FED NAT'L MTG ASSOC DISC NT		10/21/2003	9,993,166.67	9,993,166.67	10,000,000.00	1.230	1.260	20	07/21/2004
313384ZS1	03154	FED HOME LOAN BK DISC NT		10/23/2003	19,986,233.33	19,986,233.32	20,000,000.00	1.180	1.209	21	07/22/2004
313588E92	03193	FED NAT'L MTG ASSOC DISC NT		11/14/2003	4,988,194.44	4,988,194.44	5,000,000.00	1.250	1.280	68	09/07/2004
313588G33	03244	FED NAT'L MTG ASSOC DISC NT		12/16/2003	4,987,000.00	4,987,000.00	5,000,000.00	1.200	1.229	78	09/17/2004

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Investments
June 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Disc. -Amortizing											
313588K46	03192	FED NAT'L MTG ASSOC DISC NT		11/14/2003	17,932,535.00	17,932,534.99	18,000,000.00	1.310	1.344	103	10/12/2004
313588K79	03175	FED NAT'L MTG ASSOC DISC NT		11/05/2003	4,980,419.44	4,980,419.44	5,000,000.00	1.330	1.365	106	10/15/2004
313588K79	03176	FED NAT'L MTG ASSOC DISC NT		11/05/2003	9,960,838.89	9,960,838.89	10,000,000.00	1.330	1.365	106	10/15/2004
313588P33	03237	FED NAT'L MTG ASSOC DISC NT		12/11/2003	9,950,494.44	9,950,494.44	10,000,000.00	1.330	1.365	134	11/12/2004
313397AC5	03335	FED HM LN MTG CORP DISC NOTE		02/04/2004	4,968,225.00	4,968,225.00	5,000,000.00	1.230	1.261	186	01/03/2005
313589AG8	03337	FED NAT'L MTG ASSOC DISC NT		02/04/2004	4,967,277.78	4,967,277.78	5,000,000.00	1.240	1.272	190	01/07/2005
313397AL5	03336	FED HM LN MTG CORP DISC NOTE		02/04/2004	4,966,858.33	4,966,858.33	5,000,000.00	1.230	1.261	194	01/11/2005
		Subtotal and Average	**119,787,391.67**		**102,678,805.82**	**102,678,805.80**	**103,000,000.00**		**1.287**	**88**	
Strip Bonds -Amortizing											
31358CR65	03341	FNMA ZERO COUPON		02/09/2004	3,290,991.46	3,290,991.46	3,335,000.00	1.494	1.536	318	05/15/2005
		Subtotal and Average	**3,288,984.78**		**3,290,991.46**	**3,290,991.46**	**3,335,000.00**		**1.536**	**318**	
		Total Investments and Average	**898,068,870.19**		**865,964,847.02**	**861,467,805.18**	**857,230,000.00**		**1.976**	**436**	

PLACER COUNTY 2003/2004
Portfolio Management
Portfolio Details - Cash
June 30, 2004

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity
Cash Accounts										
	00000	PLACER COUNTY CASH			16,359,199.18	16,359,199.18			0.000	1
	00000VAULT	PLACER COUNTY CASH			1,224,219.74	1,224,219.74			0.000	1
	Cash Subtotal and Average Balance		**12,455,839.92**		**17,583,418.92**	**Cash Account Total**				**1**
	Total Cash and Investments		**910,524,710.11**		**883,548,265.94**	**879,051,224.10**	**874,813,418.92**		**1.976**	**436**

REPORTS

AND

COMMUNICATION

MISSION STATEMENT Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
2. Fosters 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, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP)___
Complies with Governance & Management Document ___
Complies with Mission Statement___
Funding Sign-Off by J. Stewart___

Personnel Sign-Off by B. Noyes___
Program Sign Off by S. Leaman___

SBLT Involvement ___ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
2004-05 Management Team Goals and Objectives

AGENDA ITEM AREA:
Report

REQUESTED BY:
Roger R. Yohe
Superintendent

ENCLOSURES:
Yes

MEETING DATE:
August 3, 2004

BACKGROUND:

A draft copy of the 2004-05 Management Team Goals and Objectives was given to the Board of Trustees for review.

SUPERINTENDENT'S RECOMMENDATION:

No action is required at this time.

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Western Placer Unified
School District

2004-2005 Goals & Objectives for the Management Team

Initial Draft
August 3, 2004

Board of Trustee Review

Administrative Review

Final Adoption

6.4.1

Western Placer Unified School District

2004 - 2005
GOALS AND OBJECTIVES FOR THE MANAGEMENT TEAM

Initial Draft, August 3, 2004

COMPONENT I: Quality Student Performance

Objective A: *Offer educational programs for student academic success and assist sites in meeting Annual Yearly Progress goals.*

BACKGROUND:
The District has annually focused on assisting all sites and all students in improving their annual test performance.

Goal #1 — **Assist sites in attaining goal of preparing their students for the STAR and other standardized tests.**

Objective B: *Conduct Coordinated Compliance Reviews District wide.*

BACKGROUND:
The District office and sites will be subject to review and visitations by a state review team during the 2004-05 school term. All district sites will conduct and complete a self-review this year.

Goal #2 — **Attend in-service, train staff, conduct self-review and successfully meet the requirements of the CCR.**

6.4.2

COMPONENT II: Curriculum Themes

Objective C: *Health Curriculum and Textbook Adoption*

BACKGROUND:
A selection committee, under the direction of the Assistant Superintendent of Educational Services, will analyze, review and recommend, a Health text and curriculum for adoption.

Goal #3 — **The district will review, evaluate and recommend for adoption a state approved Health text and curriculum for adoption during the 2004-05 school term, pending state funding.**

COMPONENT III: Special Student Services

Objective D: *Establish a full-day Pre-school Program for Special Education students within the district*

BACKGROUND:
The number of special education pre-school students has reached critical mass where it appears economically feasible to offer services within the district rather than sending these special needs students to other locations.

Goal #4 — **The District will analyze, explore and implement means by which to provide a local program for this special education sub-group.**

Objective E: *Explore options for establishing special classes and programs in partnerships within the county for emotionally disturbed students*

BACKGROUND:
The number of emotionally disabled students in the district and throughout Placer County require an in depth analysis of this issue.

Goal #5 **The District, in partnership with Placer County Office of Education, will attempt to identify and implement a cost efficient program for these special needs students.**

COMPONENT IV: Staff and Community Relations

Objective F: ***Encourage positive interaction between the people that comprise Western Placer Unified School District – Students, Parents, Teachers, Staff, Administrators, Board Members and Community.***

BACKGROUND:
Many external mandates are imposed on the District and the School Board. Standardized testing, API's, AYP's, No Child Left Behind, California High School Exit Exams, Peer Assistance and Review, and the Coordinated Compliance Reviews are a few examples of these requirements. The Board wants the school community to be more aware of these factors and understand the full mission of the Board. There is a desire to expand community interaction directly with the Board of Trustees.

Goal #6 **The District Board of Trustees will continue efforts to expand opportunities for students, parents, teachers, staff, administration and the community to interact with each other.**

Objective G: ***Continue to remain engaged with our constituents by reaching out to our expanding and changing community.***

BACKGROUND:
As one of the fastest growing cities in California, our community is ever changing. The District needs to keep abreast of these changes and make appropriate efforts to meet the community's needs as well as keeping the community informed.

Goal #7 — Continue to remain active with the community through the Lincoln Chamber of Commerce, Lincoln and Sheridan Municipal Advisory Councils, Lincoln Volunteer Center and other Community Organizations.

COMPONENT V: Facilities/Administration/Budget

Objective H: *Monitor and support the opening and operations of Twelve Bridges Elementary School*

BACKGROUND:
Twelve Bridges Elementary School is schedule to open on August 18, 2004.

Goal #8 — The District will support and assist the Administration, staff and faculty during their first year of operation at 2450 Eastridge Drive.

Objective I: *Construct a new K-5 Elementary School in the Foskett Ranch Community of Lincoln.*

BACKGROUND:
The School district master plan call for the construction of five (5) K-5 elementary schools; two (2) 6-8 middle schools and possibly, two (2) high schools over the next seven to ten years.

Goal #9 — Construct, equip and staff the new K-5 elementary school at Foskett Ranch for an August 2005 opening.

Objective J: *Plan, design, and construct future facilities to include: Lincoln Athletic complex, Central Kitchen, Twelve Bridges Middle School, Lincoln Crossings Elementary School, District Office and Lincoln Community Library.*

BACKGROUND:
Efforts with the City and Sierra Community College and the growth of the District require the development of these venues and projects.

Goal #10 To continue to work with NTD/Edge in the development of multiple projects.

Objective K: *Implement a fiscally sound and conservative budget approach to district financial Operations during the 2004-05 school term.*

BACKGROUND:
The District has just rebounded from its first Qualified Budget rating. The District must continue to monitor its expenditures carefully throughout the year.

Goal #11 To continue to monitor and control district expenditures and to capitalize on all potential revenue sources during the 2004-05 school term.

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World.		
BOARD OF TRUSTEE/DISTRICT GOALS	*COMPLIANCE CHECK LIST*	
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.	Complies with Board Polic Complies with Site Plan (LIP) Complies with Governance & Management Document	___ ___ ___
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals Complies with District Mission Statement	___ ___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart Personnel Sign-Off by B. Noyes	___ JH
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Program Sign Off by S. Leaman SBLT Involvement	 ___

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Program Focus Issue -
Final Academic Performance Index
and Adequate Yearly Progress Reports

AGENDA ITEM AREA:
Reports

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
August 3, 2004

BACKGROUND:

The final Academic Performance Index (API) and Adequate Yearly Progress (AYP) reports will be presented to the Board.

ADMINISTRATION'S RECOMMENDATION:
No action is required on this item.

6.5.2

California Department of Education
Policy and Evaluation Division

2003 Adequate Yearly Progress (AYP) Phase III Report

List of Schools - District Level
Revised July 6, 2004

County: Placer
County Code: 31
District: Western Placer Unified
District code: 66951

- Select the school name for a School AYP Report
- Select the district name for a District AYP Report

		Met 2003 AYP Criteria			
	Phase I Appeal Status	Phase I (AMOs & Participation)	Phase II		All Phase I & Phase II
			API	Grad Rate	
Western Placer Unified	None	No	Yes	Yes	No
Elementary Schools					
Coppin (Carlin C.) Elem.	None	Yes	Yes	N/A	Yes
Creekside Oaks Elementary	None	Yes	Yes	N/A	Yes
Firt Street	None	Yes	Yes	N/A	Yes
Sheridan Charter	None	Yes	Yes	N/A	Yes
Middle Schools					
Edwards (Glen) Middle	Denied	No	Yes	N/A	No
High Schools					
Horizon Instructional	None	No	Yes	Yes	No
Lincoln High (Char)	None	No	Yes	Yes	No
Lincoln North High (Cont.)	None	Yes	No	Yes	No
Phoenix High (Cont.)	None	No	No	Yes	No

Notes:

"Pending" means the school or school district has an appeal pending or the school district is correcting its 2003 STAR demographic data through the test

publisher and did not receive a 2002-2003 API Growth report in October 2003. Schools and districts that corrected their data will receive their 2002-2003 API Growth reports in December 2003. The 2003 AYP Phase I reports for these schools or districts may also change as a result of their data corrections. Program Improvement (PI) status for those schools receiving Title I funds will be reevaluated at that time.

For all school districts and schools with appeals pending, the column "Met 2003 AYP Criteria" for Phase I reflects the AYP determination as of the release of the September 30 revised Phase I AYP Report. This determination is subject to change as a result of final action on the appeal.

All Phase I and Phase II: "Yes" displayed in this column indicates the school or school district met all Phase I and Phase II criteria and the other criteria columns do not display a "No" or "Pending". Phase I includes Annual Measurable Objectives (AMOs) for percent proficient and participation rate. Phase II includes graduation rate and Academic Performance Index (API) criteria.

California Department of Education

February 16, 2004

2003 Title I Schools and Program Improvement Status Report

Western Placer Unified

Data Items

School Code: The school's unique identification code.

School Name: The school's name.

PI Baseline Year: The year in which the school was identified as PI.

Targeted Assistance: Indicates whether the school is a Targeted Assistance School.

Made AYP 2001-02: Indicates whether the school made AYP in 2001-2002. For a Targeted Assistance School this indicates whether the socioeconomically disadvantaged subgroup has met AYP. It does not indicate whether the school has met AYP as a whole.

A blank in this field indicates that these data were not necessary to determine PI status for 2003-04 or school was not Title I in 2001-02.

Made AYP 2002-03: Indicates whether the school made AYP in 2002-2003. For a Targeted Assistance School this indicates whether the socioeconomically disadvantaged subgroup has met AYP. It does not indicate whether the school has met AYP as a whole.

"No*" in this field indicates that although the school failed to make AYP in both years, the school was not identified for Program Improvement because it did not fail the same content area two years in a row. "No*" also indicates that the school did not meet their API or graduation rate in Phase III.

PI Year Placement 2003-04: The PI school's placement under NCLB for 2003-2004. Shown as Year 1, Year 2, Year 3, or Year 4.

Year of Exit From PI: The year a school exited from PI status.

For further details see the Explanatory Notes.

6.2.3

2003 Title I Schools and Program Improvement Status Report

Western Placer Unified

School Code	School Name	PI Baseline Year	Targeted Assistance	Made AYP 2001-02	Made AYP 2002-03	PI Year Placement 2003-04	Year of Exit From PI Status
6085252	Coppin (Carlin C.) Elementary Charter	Not in PI	Yes		Yes		
6098610	Creekside Oaks Charter Elementary	Not in PI	Yes		Yes		
6108351	Edwards (Glen) Middle	2002-2003	Yes	No	No	Year 1	
6117493	First Street Elementary	Not in PI	Yes		Yes		
3134657	Lincoln High Charter	Not in PI	Yes		Yes		
3130036	Phoenix High (Cont.)	Not in PI	Yes		Yes		
6031363	Sheridan Charter	Not in PI	Yes		Yes		

INFORMATION

DISCUSSION

ACTION ITEMS

MISSION STATEMENT Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy ___ Complies with Site Plan (LIP)___
2. Fosters a safe, caring environment where individual differencesare valued and respected.	Complies with Governance & Management Document ___ Complies with Mission Statement___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart___
4. Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.	Personnel Sign-Off by B. Hayes___ Program Sign Off by S. Leaman___
	SBLT Involvement ___ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
First Reading of New Policies
And Regulations

AGENDA ITEM AREA:
Information/Discussion

REQUESTED BY:
Roger R. Yohe
District Superintendent

ENCLOSURES:
New Policies/Regulations

MEETING DATE:
August 3, 2004

BACKGROUND:

The District Policy Committee and the Management Team have reviewed the following new policies/regulations/exhibits as per CSBA. These new policies are now being presented on a first reading basis.

*BP4117.13 Early Retirement Option
*AR4300 Management, Supervisory and Confidential Personnel
*AR6142.8 Comprehensive Health Education
*AR6178.1 Work Experience Education

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees accept the new policies and regulations on a first reading basis, as submitted.

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WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 4117.13 (a)
BP 4317.13 (a)

PERSONNEL

Certificated Personnel

Early Retirement Option

The Governing Board may offer certificated employees the option to retire early in accordance with law when it is beneficial to the district.

As an incentive to early retirement for certificated employees participating in the State Teachers' Retirement System (STRS), the Board may offer such employees an additional two years of service credit or, until January 1, 2005, an additional two years of service and age credit. (Education Code 22714, 22714.5, 44929, 44929.1)

(cf. 4117.12/4317.12 - Retirement Consultancy Contracts)

Before taking formal action to approve either of these service incentives, the Board shall determine that encouraging early retirement would be in the best interest of the district due to the curtailment of services or changes in the manner in which services are performed and that the retirement will result in a net savings to the district. (Education Code 22714, 22714.5, 44929)

The Board may also consider the impact of the early retirement options on the staffing needs of district schools and the ability to satisfy federal requirements for highly qualified teachers pursuant to 20 USC 6319.

In order to offer two years of service and two years of age incentive to represented certificated employees, the Board shall enter into a memorandum of understanding between the district and the employee organization. For certificated employees who are not represented by an employee organization, the Board shall take formal action to make this incentive applicable to such employees. (Education Code 22714.5)

The Board shall demonstrate and certify to the County Superintendent that the formal action taken would result in a net savings to the district. (Education Code 22714, 22714.5)

To be eligible for the two years of service credit option, the employee must have five or more years of service credit and must retire during a period of 60 to 120 days after the Board takes formal action to implement the option. (Education Code 22714)

PERSONNEL

Certificated Personnel

Early Retirement Option (continued)

To be eligible for the two years of service credit and two years of age credit option, the employee must have five or more years of service credit and must retire within the period designated in the memorandum of understanding or formal action described above. (Education Code 22714.5)

In providing the early retirement options, the district shall meet all conditions as specified in Education Code 22714, 22714.5, 44929, and 44929.1.

Legal Reference:
EDUCATION CODE
22714 Service credit under STRS; additional two years
22714.5 2+2 service and year credit option under STRS
44929 Service credit under STRS; additional two years
44929.1 2+2 service and year credit option under STRS
UNITED STATES CODE, TITLE 20
6319 Highly qualified teachers
COURT DECISIONS
United Teachers-Los Angeles. v. Los Angeles Unified School District (1994) 24 Cal.App. 4th 1510

Management Resources:
WEB SITES
California State Teachers' Retirement System: http://www.calstrs.com

Adopted:

Q:4000b/bp4117.13

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 4300(a)

PERSONNEL

Management, Supervisory and Confidential Personnel

Management, supervisory and confidential positions shall be classified as follows: (Government Code 3540.1)

1. Management employees are those having significant responsibilities for formulating district policies or administering district programs and who serve in a position which the Governing Board has legally designated as a management position.

2. Supervisory employees are those who, using independent judgment, have the authority, in the interest of the district, to make or effectively recommend:

a. Hiring, transfer, suspension, layoff, recall, promotion, discharge, assignment, reward, or discipline

b. Assigning work to employees and directing them

c. Adjudicating employee grievances

(cf. 2220 - Administrative Staff Organization)

3. Confidential employees are those who are required to develop or present management positions with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management positions.

PERSONNEL

Management, Supervisory and Confidential Personnel

Senior Management of the Classified Service

A senior management employee is either a fiscal advisor to the Superintendent or an employee in the highest position not requiring certification in a principal district program area, with districtwide responsibility for formulating policy or administering the program. (Education Code 45108.5)

Employees designated as senior management are part of the classified service and shall have the same rights, benefits and duties except the right to permanent status in these positions. (Education Code 45100.5)

(cf. 4312.1 - Contracts)

Adopted:

Q:4000\ar4300

INSTRUCTION

Comprehensive Health Education

Content of Instruction

The district's health education program shall include instruction to aid students in making decisions in matters of personal, family and community health, including the following topics: (Education Code 51890)

1. The use of health care services and products
2. Mental and emotional health and development
3. Use and misuse of drugs, including tobacco and alcohol
4. Family health and child development, including the legal and financial aspects and responsibilities of marriage and parenthood
5. Oral health, vision and hearing
6. Nutrition, which may include related topics such as obesity and diabetes prevention
7. Exercise, rest and posture
8. Diseases and disorders, including sickle cell anemia and related genetic diseases and disorders
9. Environmental health and safety
10. Community health

Instruction also shall include injury prevention and safety, which may include but not be limited to prevention of brain and spinal cord injuries.

Involvement of Health Professionals

The district's health education program shall be designed to actively involve the community, including professional health and safety personnel, in classroom teaching of health education. (Education Code 51913)

INSTRUCTION

Comprehensive Health Education

Health care professionals also shall be involved in the development and implementation of the district's health education plan and in course evaluation. Such professionals shall represent, at the district's option, the varied fields of health care, including voluntary collaborations with managed health care and health care providers; local public and private health, safety and community service agencies; and other appropriate community resources. (Education Code 51913)

Health care professionals, health care service plans, health care providers and other entities participating in a voluntary initiative with the district are prohibited from communicating about a product or service in a way that is intended to encourage persons to purchase or use the product or service. However, the following activities may be allowed: (Education Code 51890)

1. Health care or health education information provided in a brochure or pamphlet that contains the logo or name of a health care service plan or health care organization, if provided in coordination with the voluntary initiative

2. Outreach, application assistance and enrollment activities relating to federal, state or county-sponsored health care insurance programs

Adopted:

Q:6000(b)\ar6142.8

INSTRUCTION

Work Experience Education

Criteria for Credit

Upon the satisfactory completion of a work experience education program, a student shall be granted credit in an amount not to exceed 40 semester credits, no more than 10 of which shall be awarded in any one semester, provided that the student satisfies all of the following requirements: (Education Code 51760.3)

1. At the time of enrollment, the student is at least 16 years of age or, if under the age of 16 years, fulfills one of the following criteria:

   a. The student is enrolled in grade 11 or higher.

   b. The principal certifies that the student is in need of immediate work experience education in order to pursue employment opportunities.

   c. The principal certifies that there is a probability that the student will no longer be enrolled as a full-time student without being provided the opportunity to enroll in a work experience education program.

   d. The student's individualized education program prescribes the type of training for which participation in a work experience education program is deemed appropriate.

(cf. 6159 - Individualized Education Program)

2. During the course of the student's enrollment in the program, the student receives at least the equivalent of one instructional period per week of related classroom instruction or counseling by a certificated employee. The work experience instruction or counseling shall be offered in sessions scheduled intermittently throughout the semester.

3. The work experience education program meets all of the requirements of law.

INSTRUCTION

Work Experience Education

Minimum Day

The minimum day for students enrolled in a work experience education program shall be four periods totaling at least 180 minutes in duration, with the following exceptions:

1. A different schedule may be established for students who are enrolled in a continuation school or class pursuant to Education Code 48402. (Education Code 46144, 54729)

(cf. 0420.3 - School-Based Student Motivation and Maintenance Program)
(cf. 6184 - Continuation Education)

2. When a school's regularly scheduled period is greater than 60 minutes, the minimum day shall be one or more periods totaling at least 180 minutes in duration. (Education Code 46144)

Work Experiences and Related Instruction

The district shall enter into a formal training agreement with each employer to provide one or more of the following paid and unpaid types of on-the-job experiences: (5 CCR 10071)

1. Vocational work experience education which reinforces and extends vocational learning opportunities for students through a combination of related classroom instruction in work experience education and supervised paid employment in the occupation for which their vocational course in school prepares them

2. General work experience education which has as its purpose the application of basic skills of reading, writing and computation, and which enables students to acquire general and specific occupational skills through a combination of a supervised paid employment in any occupational field and related classroom instruction in work experience education

3. Nonpaid exploratory work experience education which provides students opportunities to observe and sample systematically a variety of conditions of work for the purpose of ascertaining their interest and suitability for the occupation they are exploring

(cf. 6030 - Integrated Academic and Vocational Education)
(cf. 6178 - Vocational Education)

INSTRUCTION

Work Experience Education

The Superintendent or designee may establish and supervise work experience programs in areas outside the district, either within California or in a contiguous state. (Education Code 51767)

All laws or rules applicable to minors in employment relationships shall be applicable to students enrolled in work experience courses. (Education Code 51763)

A work permit may be issued to a minor between under the age of 18 and over the age of 14 who is regularly enrolled in a high school or community college or who has been assigned to a vocational course in a place of employment, and who will work part-time as a student enrolled in a work experience education course. (Education Code 49113)

(cf. 5113.2 - Work Permits)

Responsibilities of Teacher-Coordinator

The work experience teacher-coordinator shall conduct the related classroom instruction, prepare individual training plans, observe and consult with students, and make at least two on-site contacts per semester with each work station supervisor and at least one on-site contact during summer school to evaluate student performance. (5 CCR 10074)

Adopted:
Q:6000(a)\ar6178.1

MISSION STATEMENT Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
2. Fosters a safe, caring environment where individual differencesare 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, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LIP)___
Complies with Governance & Management Document ___
Complies with Mission Statement___
Funding Sign-Off by J. Stewart___

Personnel Sign-Off by B. Noyes___
Program Sign Off by S. Leaman___

SBLT Involvement ___ Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Adoption and Revised Policies and Regulations

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Roger R. Yohe
District Superintendent

ENCLOSURES:
Revised Policies/Regulations

MEETING DATE:
August 3, 2004

BACKGROUND:

The District Policy Committee and the Management Team have reviewed the following new policies/regulations/exhibits as per CSBA. These revisions are now being presented for approval by the Board of Trustees.

*BP0420.4 Charter Schools
*AR04203.4 Charter Schools
*BP0450 Comprehensive Safety Plan
*AR0450 Comprehensive Safety Plan
*BP0510 School Accountability Report Card
*AR0510 School Accountability Report Card - DELETED
*BP1400 Community Relations
*AR3515.1 Crime Data Reporting - DELETED
*BP3515.5 Sex Offender Information
*BP4030 Nondiscrimination in Employment
*AR4117.11 Pre-Retirement Part-Time Employment
*BP4117.12 Retirement Consultancy Contracts
*AR4117.12 Retirement Consultancy Contracts
*AR4117.13 Early Retirement Option
*AR4161.2 Personal Leaves
*AR4217.3 Layoff/Rehire
*BP4222 Teacher Aides/Paraprofessionals
*AR4222 Qualifications and Duties of Paraprofessionals

*E4222 Teacher Aides/Paraprofessionals
*BP4300 Management, Supervisory and Confidential Personnel
*BP5121 Grades/Evaluation of Student Achievement
*AR5121 Grades/Evaluation of Student Achievement
*AR5144.1 Suspension and Expulsion/Due Process
*BP6111 School Calendar
*BP6142.1 Family Life/Sex Education
*AR6142.1 Family Life/Sex Education
*BP6142.2 Aids Prevention Instruction - DELETED
*AR6142.2 Aids Prevention Instruction - DELETED
*BP6142.8 Comprehensive Health Education
*AR6143 Courses of Study
*AR6145.2 Athletic Competition
*BP6146.1 High School Graduation Requirements
*AR6146.1 High School Graduation Requirements
*AR6159 Individualized Education Program
*BP6162.53 Golden State Examination - DELETED
*AR6164.4 Identification of Individuals with Exceptional Needs
*AR6172 Gifted and Talented Student Program
*BB9270 Conflict of Interest

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the revisions of the policies and regulations as submitted by the committee.

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PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

Charter Schools

The Governing Board believes that charter schools may provide an opportunity to implement school-level reform and to support innovations which improve student learning. These schools shall operate under the provisions of, their individual charters, federal laws, specified state laws and general oversight of the Board.

As needed, the Superintendent or designee may work with charter school petitioners to establish workable plans for technical assistance or contracted services which the district may provide to the proposed charter school.

In determining whether to grant or deny a charter, the Board shall carefully review the proposed charter and any supplementary information, consider public and staff input, and determine whether the charter petition adequately addresses all the provisions required by law. The Board shall not deny a charter school petition unless specific written factual findings are made pursuant to law and administrative regulation.

The Board shall ensure that any charter granted by the Board contains adequate processes and measures for holding the school accountable for fulfilling the terms of its charter. These shall include, but not be limited to, fiscal accountability systems as well as multiple measures for evaluating the educational program. To assist the Board in its general oversight responsibility, charters shall provide for regular reports to the Board related to the charter provisions.

(cf. 0500 - Accountability)

The district shall not require any student to attend a charter school and shall not require any district employee to work at a charter school. (Education Code 47605)

Legal Reference:
EDUCATION CODE
33054 Waivers
41365 Charter school revolving loan fund
42100 Annual statement of receipts and expenditures
42238.51-42238.53 Funding for charter districts
44237 Criminal record summary
44830.1 Certificated employees, conviction of a violent or serious felony
45122.1 Classified employees, conviction of a violent or serious felony
46201 Instructional minutes
47600-47616.7 Charter Schools Act of 1992, as amended
47640-47647 Special education funding for charter schools
47652 Funding of first-year charter schools

48000 Minimum age of admission (kindergarten)
48010 Minimum age of admission (first grade)
48011 Minimum age of admission from kindergarten or other school
51745-51749.3 Independent study
52052 Alternative accountability system
54032 Limited English or low-achieving pupils
56026 Special education
56145-56146 Special education services in charter schools
60600-60649 Assessment of academic achievement, including:
60605 Academic content and performance standards; assessments
60640-60649 Standardized Testing and Reporting Program
GOVERNMENT CODE
3540-3549.3 Educational Employment Relations Act
54950-54963 The Ralph M. Brown Act
PENAL CODE
667.5 Definition of violent felony
1192.7 Definition of serious felony
CODE OF REGULATIONS, TITLE 5
11700.1-11705 Independent study
11960-11969 Charter schools
UNITED STATES CODE, TITLE 20
6311 Adequate yearly progress
6319 Qualifications of teachers and paraprofessionals
8061-8067 Charter schools program
8071 Charter school facilities
CODE OF FEDERAL REGULATIONS, TITLE 34
200 Accountability
ATTORNEY GENERAL OPINIONS
80 Ops.Cal.Atty.Gen. 52 (1997)
78 Ops.Cal.Atty.Gen. 297 (1995)

Management Resources:
CSBA PUBLICATIONS
Charter Schools: A Manual for Governance Teams, 2002
CDE PUBLICATIONS
Special Education and Charter Schools: Questions and Answers, September 10, 2002
USDOE DRAFT NONREGULATORY GUIDANCE
Charter School Program, August 31, 2003
The Impact of the New Title I Requirements on Charter Schools, March 24, 2003
WEB SITES
CSBA: http://www.csba.org
CDE: http://www.cde.ca.gov/charter
Education Commission of the States: http://www.ecs.org
NSBA: http://www.nsba.org
U.S. Department of Education: http://www.ed.gov

Adopted: 1994
Revised: 1/6/98, 1/19/99, 5/2/00, 8/5/03
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WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 0420.4(a)

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS

Petition Signatures

To be considered by the Governing Board, charter school petitions must be signed by one of the following (Education Code 47605)

1. A number of parents/guardians equivalent to at least one-half of the number of students that the charter school estimates will enroll in the charter school for its first year of operation

2. A number of teachers equivalent to at least one-half of the number of teachers that the charter school estimates will be employed at the school during its first year of operation

If the charter petition calls for an existing public school to be converted to a charter school, the petition must be signed by at least 50 percent of the permanent status teachers currently employed at the school. (Education Code 47605)

(cf. 4116 - Permanent/Probationary Status)

In circulating a petition, the petitioners shall include a prominent statement explaining that a signature means that the parent/guardian is meaningfully interested in having his/her child attend the charter school or, in the case of a teacher's signature, that the teacher is meaningfully interested in teaching at the charter school. The proposed charter shall be attached to the petition. (Education Code 47605)

Components of Charter Petition

A charter petition shall include affirmations of the conditions described in Education Code 47605(d) as well as descriptions of all of the following: (Education Code 47605, 47611.5)

1. The educational program of the school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an "educated person" in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling students to become self-motivated, competent, and lifelong learners.

If the proposed school will serve high school students, the petition shall describe how the charter school will inform parents/guardians about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. Courses offered by the charter school that are accredited by the Western

Association of Schools and Colleges may be considered transferable, and courses approved by the University of California or the California State University as creditable under the "A" to "G" admissions criteria may be considered to meet college entrance requirements.

2. The measurable student outcomes identified for use by the charter school. "Student outcomes" means the extent to which all students of the school demonstrate that they have attained the skills, knowledge and attitudes specified as goals in the school's educational program.

3. The method by which student progress in meeting those student outcomes is to be measured.

4. The means by which the school will ensure that special education services are provided to eligible students.

5. The governance structure of the school, including, but not limited to, the process to be followed by the school to ensure parental involvement.

6. The services requested from the district and the financial agreement for provisions of these services.

7. The qualifications to be met by individuals to be employed by the school.

8. The procedures that the school will follow to ensure the health and safety of students and staff. These procedures shall include the requirement that each school employee furnish the school with a criminal record summary as described in Education Code 44237.

9. The means by which the school will achieve a racial and ethnic balance among its students that is reflective of the general population residing within the district's territorial jurisdiction.

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

10. Nondiscriminatory admission requirements if applicable

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12. The manner in which annual independent financial audits shall be conducted, which shall employ generally accepted accounting principles and the manner in which audit exceptions and deficiencies shall be resolved to the satisfaction of the Board.

13. The procedures by which students can be suspended or expelled.

14. The manner by which staff members of the charter schools will be covered by the State Teachers' Retirement System, the Public Employee's Retirement System, or federal social security.

15. The public school attendance alternatives for students residing within the district who choose not to attend charter schools.

16. A description of the rights of any district employee upon leaving district employment to work in a charter school, and of any rights of return to the district after employment at a charter school.

17. The procedures to be followed by the charter school and the Board to resolve disputes relating to charter provisions.

18. A declaration as to whether or not the charter school shall be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining under Government Code 3540-3549.3.

19. The procedures to be used if the charter school closes. The procedures shall ensure a final audit of the charter school to determine the disposition of all assets and liabilities of the school, including plans for disposing of any net assets and for the maintenance and transfer of student records.

Charter school petitioners shall provide information to the Board regarding the proposed

operation and potential effects of the school, including but not limited to: (Education Code 47605)

1. The facilities to be used by the school, including where the school intends to locate

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

(cf. 7160 – Charter School Facilities)

2. The manner in which administrative services of the school are to be provided

3. Potential civil liability effects, if any, upon the school and district

4. Financial statements that include a proposed first-year operational budget, including start-up costs, and cash-flow and financial projections for the first three years of operation

Location of Charter School

Any charter petition submitted to the Board on or after July 1, 2002, unless otherwise exempted by law, shall identify a single charter school that will operate within the geographic boundaries of the district. A charter school may propose to operate at multiple sites within the district as long as each location is identified in the petition. (Education Code 47605, 47605.1)

A charter school that is unable to locate within the district's jurisdictional boundaries may establish one site outside district boundaries but within the county, if: (Education Code 47605, 47605.1)

1. The Board is notified prior to approval of the petition.

2. The County Superintendent of Schools and Superintendent of Public Instruction are notified before the charter school begins operations.

3. The school has attempted to locate a single site or facility to house the entire program but such a facility or site is unavailable in the area in which the school chooses to locate, or the site is needed for temporary use during a construction or expansion project.

A charter school may establish a resource center, meeting space or other satellite facility located in an adjacent county if both the following conditions are met: (Education Code 47605.1)

1. The facility is used exclusively for the educational support of students who are enrolled in non classroom-based independent study of the charter school.

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

2. The charter school provides its primary educational services in, and a majority of the students it serves are residents of, the county in which the school is authorized.

All charter schools shall be subject to these requirements by June 30, 2005, or upon the expiration of a charter that is in existence on January 1, 2003, whichever is later. Until this date, any charter school that provided educational services before July 1, 2002, shall be subject to these requirements only for new educational services or school sites it establishes or acquires. (Education Code 47605.1)

Charter Approval/Denial

Within thirty (30) days of receiving a petition to establish a charter school, the Board shall hold a public hearing to determine the level of support for the petition teachers other employees of the District, and parents/guardians. (Education Code 47605)

(cf. 9320 – Meetings and Notices)

Within sixty (60) days of receiving a petition, or within ninety (90) days with the consent of the petitioners and the Board, the Board shall either grant or deny the request to establish a charter school. Education Code 47605)

The Board shall grant the charter if doing so is consistent with sound educational practice. A charter shall be denied only if the Board presents written specific factual findings that one or more of the following conditions exist: (Education Code 47605)

1. The charter school presents an unsound educational program for the students to be enrolled in the charter school.

2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.

3. The petition does not contain the number of signatures required.

4. The petition does not contain an affirmation of each of the conditions described in Education Code 47605 (d).

5. The petition does not contain reasonably comprehensive descriptions of charter provisions in Education Code 47605 (b) listed in "Components of Charter Petition" above.

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

The Board also shall not grant any charter that authorizes the conversion of a private school to a charter school. (Education Code 47602)

The Board shall not approve any charter petition that proposes to serve students in a grade level that is not served by the district, unless the petition proposes to serve students in all the grade levels served by the district. (Education Code 47605)

The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll disabled students who reside outside the special education local plan area (SELPA) in which the district participates. (Education Code 47605.7, 47647)

The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board. (Education Code 47611.5)

In granting charter petitions, the Board shall give preference to schools best able to provide comprehensive learning experiences for academically low-achieving students according to standards established by the California Department of Education under Education Code 54032. (Education Code 47605)

The Board may initially grant a charter for a specified term not to exceed five years. (Education Code 47607)

It shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the California Department of Education and the State Board of Education. (Education Code 47605)

Revisions

Material revisions to a charter may be made only with Board approval and shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. (Education Code 47607)

If, after receiving approval of its petition, a charter school proposes to establish operations at one or more additional sites within the district's boundaries, the charter school shall request a material revision to its charter and shall notify the Board of those

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

additional locations. The Board shall consider approval of the additional locations at an open meeting. (Education Code 47605)

Renewals

A charter school seeking renewal of the charter shall submit a written request to the Board at least 120 days before the term of the charter is due to expire.

At least 90 days before the term of the charter is due to expire; the Board shall conduct a public hearing to receive input on whether or not to extend the charter. At least 60 days before the expiration date, the Board shall either grant or deny the request for renewal.

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. (Education Code 47607)

In addition, beginning on January 1, 2005, or after a charter school has been in operation for four years, whichever is later, a charter school shall meet at least one of the following criteria prior to receiving a charter renewal: (Education Code 47607)

1. The charter school attains its Academic Performance Index (API) growth target in the prior year or in two of the last three years, or in the aggregate for the prior three years.

2. The charter school ranks in deciles 4-10 on the API in the prior year or in two of the last three years.

3. The charter school ranks in deciles 4-10 on the API for a demographically comparable school in the prior year or in two of the last three years.

4. The Board determines that the academic performance of the charter school is at least equal to the academic performance of the public schools that the charter school students would otherwise have been required to attend, as well as the academic performance of district schools, taking into account the composition of the student population that is served at the charter school.

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

a. The Board's determination shall be based on documented, clear and convincing data; student achievement data from the Standardized Testing and Reporting Program, and any other available assessments, for demographically similar student populations in comparison schools; and information submitted by the charter school. The Board shall submit to the Superintendent of Public Instruction copies of supporting documentation and a written summary of the basis for its determination.

b. A charter renewal may not be granted to a charter school prior to 30 days after the school submits related materials.

5. The charter school qualifies for an alternative accountability system pursuant to Education Code 52052(h).

Each renewal shall be for a period of five years. (Education Code 47607)

Revocations

The Board may revoke a charter whenever it finds that the charter school has done any of the following:

1. Committed a material violation any of the conditions, standards, or procedures set forth in the charter

2. Failed to meet or pursue any of the student outcomes identified in the charter

3. Failed to meet generally accepted accounting principles or engaged in fiscal mismanagement

4. Violated any provision of law

Prior to revocation, the Board shall notify the charter school of any violation and give the school a reasonable opportunity to correct the violation unless the Board determines, in writing, that the violation constitutes a severe and imminent threat to the health or safety of the students. (Education Code 47607)

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

Requirements for Charter Schools

In providing general oversight of a charter school, the Board shall determine whether the school meets the legal requirements applicable to charter schools. Each charter school shall:

1. Be nonsectarian in its programs, admission policies, employment practices and all other operations (Education Code 47605)

2. Not charge tuition (Education Code 47605)

3. Not discriminate against any student on the basis of ethnicity, national origin, gender or disability (Education Code 47605)

4. Adhere to all laws establishing minimum age for public school attendance (Education Code 47610)

(cf. 5111 - Admission)

5. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965. (Education Code 47612)

6. Serve students with disabilities in the same manner as such students are served in other public schools (Education Code 47646, 56145)

(cf. 0430 - Comprehensive Local Plan for Special Education)
(cf. 6159 - Individualized Education Program)
(cf. 6164.4 - Identification of Individuals for Special Education)

7. Admit all students who wish to attend the school, according to the following criteria and procedures: (Education Code 47605)

   a. Admission to the charter school shall not be determined according to the student's place of residence, or that of his/her parents/guardians, within this state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within the school's former attendance area.

7.2.12

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

However, if a charter school will be physically located in a public elementary school attendance area in which 50 percent or more of the student enrollment is eligible for free or reduced price meals, it may also establish an admissions preference for students who are currently enrolled in the public elementary school and for students who reside in the public school attendance area. (Education Code 47603.3)

b. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance shall be determined by a public random drawing, except that preferences shall be extended to students currently attending the charter school and students who reside in the district, except as provided for in Education Code 47614.5. In the event of a drawing, the Board shall make reasonable efforts to accommodate the growth of the charter school and shall not take any action to impede the charter school from expanding enrollment to meet student demand.

c. Other admissions preferences permitted by the Board on an individual school basis as consistent with law.

8. Require its teachers to hold a Commission on Teacher Credentialing certificate, permit or other document equivalent to that which a teacher in other public schools would be required to hold. (Education Code 47605)

(cf. 4112.2 - Certification)

9. Require its teachers of core academic subjects to satisfy requirements for "highly qualified teachers" as defined by the State Board of Education (20 USC 6319)

10. Not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by law. (Education Code 44830.1, 45122.1)

(cf. 4112.5 /4312.5 - Criminal Record Check)
(cf. 4212.5 - Criminal Record Check)

11. Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System. (Education Code 47610)

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

12. Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment. (Education Code 47611.5)

13. If applicable, meet federal requirements for qualifications of paraprofessionals working in programs supported by Title I funds (20 USC 6319)

14. Meet all statewide standards and conduct the student assessments required by Education Code 60605 and any other statewide standards or student assessments applicable to non-charter public schools. (Education Code 47605, 47612.5)

(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51- Standardized Testing and Reporting Program)

15. Offer, at a minimum, the same number of instructional minutes set forth in Education Code 46201 for the appropriate grade levels. (Education Code 47612.5)

(cf. 6111 - School Calendar)

16. Meet the requirements of Education Code 51745-51749.3 if it provides independent study, except that it may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e). (Education Code 47612.5, 51747.3; 5 CCR 11705)

(cf. 6158 - Independent Study)

17. Identify and report to the Superintendent of Public Instruction any portion of its average daily attendance that is generated through non classroom-based instruction, including but not limited to independent study, home study, work study, and distance and computer-based education. (Education Code 47612.5, 47634.2)

18. On a regular basis, consult with parents/guardians and teachers regarding the school's educational programs. (Education Code 47605)

7.2.14

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

The charter school shall annually prepare and submit financial reports to the Board and the County Superintendent of Schools in accordance with the following reporting cycle:

For the current fiscal year:

19. Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection. (Education Code 47612.5)

20. Promptly respond to all reasonable inquiries from the district, the county office of education or the Superintendent of Public Instruction, including but not limited to inquiries regarding its financial records. (Education Code 47604.3)

Financial Relationship

The charter school shall annually prepare and submit financial reports to the Board and the County Superintendent of Schools in accordance with the following reporting cycle:

For the current fiscal year:

1. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement. (Education Code 47604.33)

2. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. (Education Code 47604.33)

3. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31. (Education Code 47604.33)

For the prior fiscal year:

4. By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year. (Education Code 42100, 47604.33)

5. By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the district's audit. The audit report shall also be submitted

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)
to the state Controller and the California Department of Education. (Education Code 47605)

Administrative and Other District Services

The district may charge for the actual costs of supervisorial oversight of a charter school not to exceed one percent of the charter school's revenue. If the district is able to provide substantially rent-free facilities to the charter school, the district may charge actual costs up to three percent of the charter school's revenue for supervisorial oversight. (Education Code 47613)

The charter school may separately purchase administrative or other services from the district or any other source. (Education Code 47613)

At the request of a charter school, the Superintendent or designee shall create and submit any reports required by the State Teachers' Retirement System and the Public Employees' Retirement System on behalf of the charter school. The charter school may be charged for the actual costs of the reporting services, but shall not be required to purchase payroll processing services from the district as a condition for creating and submitting these reports. (Education Code 47611.3)

Waivers

If a charter school submits to the district an application for a waiver of any state Education Code provisions, the Board shall hold a public hearing on the waiver request no later than 90 days following receipt of the request. (Education Code 33054)

The Superintendent or designee shall subsequently prepare a summary of the public hearing to be forwarded with the waiver request to the State Board of Education. If the Board recommends against approval of the waiver request, it shall set forth the reasons for its disapproval in written documentation that shall be forwarded to the State Board of Education. (Education Code 33054)

Accountability

For each charter school under its authority, the Superintendent shall: (Education Code 47604.32, 47604.33)

7.2.16

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

CHARTER SCHOOLS (continued)

1. Identify at least one staff member as a contact person for the charter school

2. Visit the charter school at least annually

3. Ensure that the charter school complies with all reports required of charter schools by law

4. Monitor the fiscal condition of the charter school based on any financial information obtained from the charter school, including but not limited to the reports listed above in "Requirements for Charter Schools"

5. Provide timely notification to the California Department of Education if a renewal of the charter is granted or denied, the charter is revoked, or the charter school will cease operation for any reason

The Board and the Superintendent or designee may inspect or observe any part of the charter school at any time. (Education Code 47607)

The Board shall monitor each charter school to determine whether it makes "adequate yearly progress" as defined by the State Board of Education and federal Title I accountability requirements. If a charter school fails to make adequate yearly progress for two or more consecutive years, the Board shall take action for program improvement in accordance with law, Board policy and administrative regulations.

(cf. 0520.2 - Title I Program Improvement Schools)

Adopted: 1/20/98
Revised: 8/4/98, 1/19/99, 5/2/00, 8/5/03

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7.2.17

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Philosophy-Goals-Objectives and Comprehensive Plans BP 0450 (a)

COMPREHENSIVE SAFETY PLAN

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment. Strategies for violence prevention, high expectations for student behavior, including respect for others are elements of this policy. (See AR 0450)

(cf. 5131 – Conduct)

The Superintendent or designee shall oversee the development of a comprehensive districtwide safety plan that identifies major safety concerns as well as the district's goals and priorities for safe schools. The plan shall include violence prevention strategies and actions to be taken in the event of a crisis. The Superintendent or designee may appoint a district-level safety committee to assist with the development of the safety plan.

Each principal or designee shall ensure the development of a comprehensive site-level safety plan, in accordance with law, tailored to the specific concerns of each school. The plan shall take into account the school's staff, available resources and building design, as well as other factors unique to the site.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)

The district's comprehensive safety plan shall be regularly reviewed and updated in order to reflect changed circumstances and to evaluate the district's progress in achieving safety goals and objectives. In addition, school safety plans and programs shall be reviewed and revised as needed to ensure consistency with the goals and objectives of the district's comprehensive plan.

The school's safety plan shall be reviewed and updated annually by March 1 of each year. Each school shall forward the safety plan to the district for approval. New school campuses shall develop a safety plan within one year of initiating operation. (Education Code 35294.6)

(cf. 0510 - School Accountability Report Card)

Each school shall forward the safety plan to the Board for approval. The Board shall approve the plan at a regularly scheduled meeting of the Board and the adoption of the plan shall not be a consent item. At a minimum, the Board shall discuss both of the following: (Education Code 35294.8, 35294.21, 35294.22)

7.2.18

COMPREHENSIVE SAFETY PLAN

1. How the safety plan addresses the needs of the school and students within that school

2. How the school site council or safety planning committee considered the "three essential components" when writing the plan, including (a) assuring each student a safe physical environment; (b) assuring each student a safe, respectful, accepting and emotionally nurturing environment; and (c) providing each student resiliency skills

The Board shall review the comprehensive districtwide and/or school safety plan(s) in order to ensure compliance with state law, Board policy and administrative regulation.

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 35294.1. (Education Code 35294.8)

The principal or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 35294.2)

(cf. 1340 - Access to District Records)

Legal Reference:
EDUCATION CODE
200-262.4 Prohibition of sex discrimination
32260-32262 Interagency School Safety Demonstration Act of 1985
32270 School safety cadre
32280-32288 School safety plans
32290 Safety devices
35147 School site councils and advisory committees
35183 School dress code; uniforms
35291 Rules
35291.5 School-adopted discipline rules
35294.10-35294.15 School Safety and Violence Prevention Act
35294.20-35294.25 Double Your Cash Program
48900-48926 Suspension and expulsion
48950 Speech and other communication
67381 Violent crime, definition
PENAL CODE
628-628.6 Reporting of school crime
11164-11174.3 Child Abuse and Neglect Reporting Act
CALIFORNIA CONSTITUTION
Article I, Section 28(c) Right to Safe Schools

7.2.19

COMPREHENSIVE SAFETY PLAN

UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act

Management Resources:
CSBA PUBLICATIONS
Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999
CDE PUBLICATIONS
Safe Schools: A Planning Guide for Action, 2002
WEB SITES
CDE, Safe Schools Office: http://www.cde.ca.gov/spbranch/safety
CSBA: http://www.csba.org
National Alliance for Safe Schools: http://www.safeschools.org
School/Law Enforcement Partnership: http://www.cde.ca.gov/spbranch/safety/slep/partnership.asp
National School Safety Center: http://www.nssc1.org
U.S. Department of Education, Safe Schools: http://www.ed.gov/about/offices/list/osers/osep/gtss.html

Management Resources:
CSBA PUBLICATIONS
Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999
CDE PUBLICATIONS
Safe Schools: A Planning Guide for Action, 1995
WEB SITES
CDE, Safe Schools Office: http://www.cde.ca.gov/spbranch/safety/safetyhome
CSBA: http://www.csba.org
National Alliance for Safe Schools: http://www.safeschools.org
School/Law Enforcement Partnership: http://www.cde.ca.gov/spbranch/safety/slep/partnership.asp
National School Safety Center: http://www.nssc1.org

Adopted: 1997
Revised: 11/19/02, 8/5/03
Q:1000b\bp0450

7.2.20

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 0450 (a)

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

Comprehensive Safety Plan
Development and Review of Safety Plan

The Site Based Leadership Team/School Site Council shall write and develop a comprehensive safety plan relevant to the needs and resources of that particular school. The Site Based Leadership Team/School Site Council shall consult with local law enforcement in the writing and development of the plan, as well as other Site Based Leadership Team and safety committees, when practical. *(Education Code 35294.1, 35294.2)*

(cf. 0420- School Plans/Site Councils)

In addition, the Site Based Leadership Team/School Site Council may consult with other local agencies as appropriate, including health care and emergency service providers.

(cf. 1400 - Relations between other Governmental Agencies and the Schools)

The Site Based Leadership Team/School Site Council may delegate the responsibility for writing and developing a school safety plan to a school safety planning committee. This committee shall be composed of the following members: *(Education Code 35294.1)*

1. The principal or designee

2. One teacher who is a representative of the recognized certificated employee organization

3. One Parent/guardian whose child attends the school

4. One classified employee who is a representative of the recognized classified employee organization.

5. Other members, if desired

Before adopting its comprehensive school safety plan, the Site Based Leadership Team/School Site Council or School Safety Planning school committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the school safety plan. *(Education Code 35294.8)*

(cf. 1220 - Citizen Advisory Committees)

7.2.21

The school site council or safety planning committee shall notify, in writing, the following persons and entities of the public meeting: (Education Code 35294.8)

1. The local mayor

2. A representative of the local school employee organization

3. A representative of each parent organization at the school site, including the parent teacher association and parent teacher clubs

(cf. 1230 - School-Connected Organizations)

4. A representative of each teacher organization at the school site

(cf. 4140/4240 - Bargaining Units)

5. A representative of the student body government

6. All persons who have indicated that they want to be notified

In addition, the school site council or safety planning committee may notify, in writing, the following entities of the public meeting: (Education Code 35294.8)

1. A representative of the local churches

2. Local civic leaders

3. Local business organizations

(cf. 1220 - Citizen Advisory Committees)
(cf. 1700 - Relations between Private Industry and the Schools)

The school site council or safety planning committee may consider incorporating into the plan the following "three essential components" and/or the strategies recommended in Education Code 35294.21:

7.2.22

1. Assuring each student a safe physical environment

2. Assuring each student a safe, respectful, accepting and emotionally nurturing environment

3. Providing each student resiliency skills

The school site council or safety planning committee shall evaluate, and amend as necessary, the safety plan at least once a year to ensure that the plan is properly implemented. (Education Code 35294.2)

Content of the Safety Plan

The districtwide and/or school site safety plan shall include, but not be limited to: *(Education Code 35294.2)*

1. An assessment of the current status of school crime committed on campuses and at school-related functions

(cf. 3515.1 - Crime Data Reporting)

2. Appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, which shall include the development of all of the following

   a. Child abuse reporting procedures consistent with Penal Code 11164

(cf. 5141.4 - Child Abuse Reporting Procedures)

   b. Routine and emergency disaster procedures including, but not limited to, adaptations for students with disabilities in accordance with the Americans with Disabilities Act

(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 3516.1 - Fire Drills and Fires)
(cf. 3516.2 - Bomb Threats)
(cf. 3516.3 - Earthquake Emergency Procedure System)
(cf. 3516.5 – Emergency Schedules)
(cf. 3543 - Transportation Safety and Emergencies)

7.2.23

c. Policies pursuant to Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion or mandatory expulsion recommendations.

(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

d. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

(cf. 4158/4258/4358 - Employee Security)

e. A discrimination and harassment policy consistent with the prohibition against discrimination pursuant to Education Code 200-262.4

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 4119.11/4219.11/4319.11 – Sexual Harrassment)

f. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel," the provisions of that dress code and the definition of "gang-related apparel."

(cf. 5132 - Dress and Grooming)

g. Procedures for safe ingress and egress of students, parents/guardians and employees to and from school

(cf. 5142 - Safety)

h. A safe and orderly environment conducive to learning at the school

(cf. 5131 - Conduct)
(cf. 5137 - Positive School Climate)

i. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5

(cf. 5144 - Discipline)

7.2.24

j. Hate crime reporting procedures pursuant to Penal Code 628-268.6

(cf. 3515.1 - Crime Data Reporting)
(cf. 5145.9 - Hate-Motivated Behavior)

Among the strategies for providing a safe environment, the plan may also include:

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management and conflict resolution.

(cf. 5138 – Conflict Resolution/Peer Mediation)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5113 - Absences and Excuses)
(cf. 5136 - Gangs)
(cf. 5145.12 - Search and Seizure

2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying and hazing, as well as behavioral expectations and consequences for violations.

3. Curriculum that emphasizes prevention and alternatives to violence. This curriculum may include multicultural education, character/values education, media analysis skills, conflict resolution and service learning.

(cf. 6141.6 - Multicultural education)
(cf. 6142.4 - Learning through Community Service)
(cf. 1240 - Volunteer Assistance)
(cf. 6020 - Parent Involvement)
(cf. 5020 – Parent Rights and Responsibilities)

4. Parent involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus.

5. Prevention and intervention strategies related to the sale or use of drugs and alcohol. These prevention efforts shall reflect expectations for drug-free schools and support for recovering students.

7.2.25

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.61 - Drug Testing)
(cf. 5131.62 - Tobacco)

6. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system and the schools that lead to the development of a set of common goals and community wide strategies for violence prevention and instruction.

7. Procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of the school

(cf. 3514.1 - Hazardous Substances)
(cf. 3514.2 - Integrated Pest Management)
(cf. 1020 - Youth Services)

8. Procedures for receiving verification from law enforcement that a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime

9. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures. Ground security measures may include procedures for the closing of campuses to outsiders, securing the campus perimeter, and protecting buildings against vandalism. In addition, methods for effective enforcement and prevention shall be considered, including the presence of law enforcement on campus.

(cf. 1250 - Visitors/Outsiders)
(cf. 3515 - Campus Security)
(cf. 3515.3 - District Police Department)
(cf. 3530 - Risk Management/Insurance)
(cf. 5112.5 - Open/Closed Campus)
(cf. 5131.5 - Theft, Vandalism and Graffiti)

10. Districtwide and school-site crisis intervention strategies, which may include the following:

    a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate

7.2.26

(cf. 3515.2 – Disruptions)
(cf. 3515.5 – Sex Offender Notification)
(cf. 5131.4 – Campus Disturbances)

b. Assignment of staff members responsible for each identified task and procedure

c. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan

d. Coordination of communication to schools, Governing Board members, parents/guardians, and the media

(cf. 1112 – Media Relations)
(cf. 9010 – Public Statements)

e. Development of a districtwide method for the reporting of violent incidents

f. Development of follow-up procedures that may be required after the crisis has occurred, such as counseling

11. Staff training in violence prevention and intervention techniques, including preparation to implement the elements of the school's safety plan

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Adopted: 6/3/97
Revised: 10/20/98, 5/2/00, 11/19/02, 8/05/03
Q:1000\AR0450

7.2.27

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

School Accountability Report Card

The Governing Board shall annually issue a school accountability report card for each school site. (Education Code 35256)

Such report cards shall be designed to inform parents/guardians and the community about conditions, needs and progress at each school and to help provide data by which parents/guardians can make meaningful comparisons between schools. The Board believes that the process of developing the report cards gives school staff opportunities to review achievements, identify areas for improvement, enlist local support and establish a vision for the future.

The Superintendent or designee shall maintain a process for developing annual report cards for each school site with input from all segments of the school community. The Superintendent or designee shall develop strategies for communicating the information contained in the cards to all stakeholders, including opportunities for staff and the community to discuss their content.

(cf. 0420 - School Plans/Site Councils)
(cf. 0500 - Accountability)
(cf. 1112 - Media Relations)
(cf. 6190 - Evaluation of the Instructional Program)

Notification

The Board shall publicize the issuance of school accountability report cards and notify parents/guardians that a copy will be provided upon request. (Education Code 35256)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall ensure that the information contained in the school accountability report card is accessible on the Internet and that the information is updated annually. (Education Code 35258)

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

School Accountability Report Card

Legal Reference:
EDUCATION CODE
33126 School Accountability Report Card
33126.1 School Accountability Report Card model template
33126.2 Secretary of Education school accountability report card study
35256 School Accountability Report Card
35256.1 Information required in the School Accountability Report Card
35258 Internet access to the School Accountability Report Card
41409 Calculation of statewide averages
41409.3 Salary information required in the School Accountability Report Card
46112 Minimum school day for grades 1, 2 and 3
46113 Minimum school day for grades 4 through 8
46117 Minimum kindergarten school day
46141 Minimum school day (high school)
51225.3 Requirements for graduation
52052 Academic performance index
52053 Immediate intervention/underperforming schools program
52056 Meeting growth targets
60600-60618 General provisions
60640-60648 Standardized testing and reporting program
60800 Physical fitness testing
60850 High school exit examination
60851 High school exit examination
CALIFORNIA CONSTITUTION
Article 16, Section 8.5(e) Allocations to State School Fund
UNITED STATES CODE, TITLE 20
6311 State plans

Management Resources:
U.S. DEPARTMENT OF EDUCATION GUIDANCE
Report Cards, September 12, 2003
WEB SITES
CSBA, SARC Select: http://www.csba.org/ds/SARC.htm
CDE: http://www.cde.ca.gov
U.S. Department of Education: http://www.ed.gov
No Child Left Behind: http://www.nclb.gov

Adopted: 5/7/96
Revised: 10/20/98, 6/18/01
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WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 0510 (a)

PHILOSOPHY, GOALS, OBJECTIVES AND COMPREHENSIVE PLANS

School Accountability Report Card

Contents

Each year the principal or designee at each school shall prepare an annual school accountability report card which shall include, but is not limited to, an assessment of the following school conditions: *(Education Code 33126, 35294.6)*

1. Student achievement by grade level, as measured by the Standardized Testing and Reporting Programs pursuant to Education Code 60640-60648

a. Student achievement in and progress toward meeting reading, writing, arithmetic and other academic goals, including results by grade level from the assessment tool used by the district, using percentiles when available for the most recent three-year period

(cf. 6162.5 - Student Assessment)

b. Upon adoption of a statewide assessment system, pursuant to Education Code 60600-60618 and 60800, the results of the statewide assessment by grade level, as measured by the results of the statewide assessment

c. For secondary schools with high school seniors, the average verbal and math Scholastic Assessment Test scores to the extent provided to the school and the percentage of seniors taking that exam for the most recent three-year period

2. Progress toward reducing dropout rates, including the one-year dropout rate listed in the California Basic Education Data System for the school over the most recent three-year period and the graduation rate, as defined by the State Board of Education, over the most recent three-year period when available pursuant to Education Code 52052

(cf. 0420.3 - School-Based Student Motivation and Maintenance Program)
(cf. 5147 - Dropout Prevention)

3. Estimated expenditures per student and types of services funded.

7.2.30

4. Progress toward reducing class sizes and teaching loads including the distribution of class sizes at the school by grade level, the average class size, and if applicable the percentage of students in grade K-3 participating in the Class Size Reduction Program, using California Basic Education Data System information from the most recent three-year period.

(cf. 6151 - Class Size)

5. The total number of the school's fully credentialed teachers, the number of teachers relying upon emergency credentials, the number of teachers working without credentials and any assignment of teachers outside their subject areas of competence for the most recent three-year period.

6. Quality and currency of textbooks and other instructional materials, including whether textbooks and other materials meet state standards and have been adopted by the State Board of Education for grades kindergarten through 8 and by the Board for grades 9 through 12, the ratio of textbooks per student and the year the textbooks were adopted

(cf. 6161 - Equipment, Books and Materials)

7. The availability of qualified personnel to provide counseling and other student support services.

(cf. 6164.2 - Guidance/Counseling Services)

8. Availability of qualified substitute teachers.

(cf. 4121 - Temporary/Substitute Personnel

9. Safety, cleanliness, and adequacy of school facilities.

10. Adequacy of teacher evaluations and opportunities for professional improvement, including the annual number of school days dedicated to staff development for the most recent three-year period.

(cf. 4115 - Evaluation/Supervision)

11. Classroom discipline and climate for learning, including suspension and expulsion rates for the most recent three-year period.

(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities)

7.2.31

12. Teacher and staff training and curriculum improvement programs.

(cf. 4131 - Staff Development)
(cf. 4131.5 - Professional Growth)
(cf. 4131.6/4231.6/4331.6 - Professional Development Program)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

13. Quality of school instruction and leadership.

14. The degree to which students are prepared to enter the work force.

(cf. 6030 - Integrated Academic and Vocational Instruction)

15. The total number of instructional minutes offered in the school year, separately stated for each grade level, as compared to the total number of the instructional minutes per school year required by state law, separately stated for each grade level.

16. The total number of minimum days in the school year, as specified in Education Code 46112, 46113, 46117, and 46141.

(cf. 6111 - School Calendar)

17. The number of Advanced Placement courses offered, by subject

(cf. 6141.5 - Advanced Placement)

18. The Academic Performance Index including: (a) the disaggregation of subgroups as set forth in Education Code 52052 and the decile rankings and a comparison of schools, and (b) a description of the school's ranking on the Academic Performance Index and the components of the ranking

19. Whether the school qualifies for the Immediate Intervention for Underperforming Schools Program pursuant to Education Code 52053, and whether the school applied for, and received a grant pursuant to that program

(cf. 0520 - Intervention for Underperforming Schools)

20. Whether the school qualifies for the Governor's Performance Award Program

(cf. 0530 - Awards for School Performance)

21. When available, the percentage of students, including the disaggregation of subgroups as set forth in Education Code 52052, completing grade 12 who successfully complete the high school exit examination as set forth in Education Code 60850 and 60851, as compared to the percentage of students in the district and statewide completing grade 12 who successfully complete the examination

(cf. 6146.1 - High School Graduation Requirements)

22. Contact information pertaining to any organized opportunities for parental involvement

(cf. 6020 - Parent Involvement)

23. For secondary schools, the percentage of graduates who have passed course requirements for entrance to the University of California and California State University pursuant to Education Code 51225.3 and the percentage of students enrolled in those courses, as reported by the California Basic Education Data System or any successor data system

24. Whether the school has a college admission test preparation program

25. The status of its school safety plan, including a description of the plan's key elements

(cf. 0450 - Comprehensive Safety Plan)

School accountability report cards shall also include the following information: *(Education Code 41409.3)*

1. The beginning, median, and highest salary paid to teachers in the district, as reflected in the district's salary scale.

2. The average salary for school site principals in the district.

3. The salary of the Superintendent.

4. The percentage of the district's budget allocated to teachers' salaries.

5. The percentage of the district's budget allocated to administrative salaries.

6. As provided by the state, for items #1-5 above the statewide average in districts of the same size and type.

7.2.33

~~**Notifications**~~

~~The Governing Board shall annually issue a school accountability report card for each school site, publicize such reports, and notify parents/guardian that a copy will be provided upon request.~~

~~The Superintendent or designee shall ensure that the district makes the information contained in the school accountability report card accessible on the Internet. He/she shall ensure that this information is updated annually. *(Education Code 35258)*~~

~~New - Fall 1994 (Total District Policy Book Review)~~
~~Adopted: 5/7/96~~
~~Revised: 10/20/98, 5/2/00, 6/18/01~~
~~Q:1000\ar0510~~

COMMUNITY RELATIONS

Relations between Other Governmental Agencies and the Schools

The Governing Board recognizes that agencies at all levels of government share its concern and responsibility for the welfare, health and safety of youth. The Board and district shall take every opportunity to work cooperatively with these agencies for the benefit of our students. The Superintendent or designee shall initiate and maintain good working relationships with representatives of these agencies in order to help District schools and students make use of the resources which governmental agencies can provide.

(cf. 1020 - Youth Services)
(cf. 3515.2 - Disruptions)
(cf. 3515.3 - District Police/Security Department)
(cf. 3515.5 - Sex Offender Notification)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.4 - Child Abuse Reporting Procedures)
(cf. 5145.11 - Questioning and Apprehension)
(cf. 5145.12 - Search and Seizure)
(cf. 7131 - Relations with Local Agencies)

The district may enter into agreements with other agencies which involve the exchange of funds and reciprocal services. Such agreements shall be approved by the Board and executed in writing.

Elections/Voter Registration

If a city or county elections official specifically requests the use of a school building as a polling place, the Board shall allow its use for such purpose. The Board may authorize the use of school buildings as polling places on any election day, and may also authorize the use of school buildings, without cost, for the storage of voting machines and other vote-tabulating devices. If school sessions will continue, the Board shall identify to elections officials the specific areas of the school buildings not occupied by school activities that will be allowed for use as polling places. (Elections Code 12283)

COMMUNITY RELATIONS

Relations Between Other Governmental Agencies and the Schools

(cf. 6111 - School Calendar)

When a school is used as a polling place, the Superintendent or designee shall provide the elections official a site with an adequate amount of space that will allow the precinct board to perform its duties in a manner that will not impede, interfere or interrupt the normal process of voting, and shall make a telephone line for Internet access available for use by local elections officials if so requested. He/she shall make a reasonable effort to ensure that the site is accessible to disabled persons. (Elections Code 12283)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

To encourage students to participate in the elections process when they are eligible, the Superintendent or designee may distribute to high school seniors voter registration forms provided by the Secretary of State. He shall determine the most effective means of distributing the forms, which may include but not be limited to distributing forms at the start of the school year, with orientation materials, at central locations, and/or with graduation materials.

Legal Reference:
EDUCATION CODE
10900-10914.5 Cooperative community recreation programs
12400 Authority to receive and expend federal funds
12405 Authority to participate in federal programs
17050 Joint use of library facilities
17051 Joint use of park and recreational facilities
32001 Fire alarms and drills
35160 Authority of governing boards
35160.1 Broad authority of school districts
48902 Notification of law enforcement agencies
48909 District attorney may give notice re student drug use, sale or possession
49305 Cooperation of police and California Highway Patrol
49402 Contracts with city, county or local health departments
49403 Cooperation in control of communicable disease and immunization
51202 Instruction in personal and public health and safety
ELECTIONS CODE
2145-2146 Distribution of voter registration forms
12283 Polling places: schools

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

School Accountability Report Card

WELFARE AND INSTITUTIONS CODE
828 Disclosure of information re minors by law enforcement agency
828.1 School district police department; disclosure of juvenile criminal records

Management Resources:
WEB SITES
California Secretary of State: http://www.ss.ca.gov
California Voter Foundation: http://www.calvoter.org
Cities, Counties, and Schools Partnership: http://www.ccspartnership.org

Adopted: 5/23/83
Revised: 1/3/95
1994/1995 School Year (Total District Policy Book Review)
q:1000b\bp1400

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WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 3515.1 (a)

BUSINESS

Business and Non-Instructional Operations

Crime Data Reporting

The principal or designee at each school shall complete a California Safe Schools Assessment (CSSA) incident form for each incident of school crime, including hate-motivated incidents and hate crimes. The information on the form includes, but is not limited to, identification of the crime or hate-motivated incident, victim characteristics, suspect characteristics if known at the time of the incident, and the actual or estimated dollar loss to the district resulting from a criminal act directed against district property. (Penal Code 628.2; 5 CCR 701)

(cf. 3515.1 - Recovery for Property Loss or Damage)
(cf. 5145.9 - Hate-Motivated Behavior)

The principal or designee shall use the crime and hate-motivated incident classifications specified in 5 CCR 700 and the reporting guidelines specified in 5 CCR 702 to determine if an incident is reportable. (5 CCR 701)

Each month, the principal shall report the data to the Superintendent or designee. (5 CCR 701)

On or before February 1 and August 1 of each year, the Superintendent or designee shall aggregate the data reported by the schools and report this aggregated data to the California Department of Education or its designee. (5 CCR 701)

(cf. 3515.3 - District Police/Security Department)

The Superintendent or designee shall certify to the best of his/her knowledge and belief that the information in each CSSA form is true, accurate and complete prior to submission to the California Department of Education or its designee. (5 CCR 704)

Copies of CSSA incident forms and any districtwide aggregated data shall be made available to the public upon request. (Penal Code 628.2)
(cf. 1112 - Media Relations)

Supporting Data

The district shall make available, for at least three years from the date the report was submitted, supporting data which verifies information contained on the CSSA forms. Such data shall include, but not be limited to: (5 CCR 702)

7.2.38

1. Reports to local law enforcement officers for the crime classifications specified in Education Code 48915(a)-(d)

2. Suspension and expulsion reports which have been reported to the Governing Board for the crime classifications specified in Education Code 48915(a)-(d)

(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

3. Insurance claims, maintenance records and other documents to verify economic loss, if applicable

(cf. 0510 - School Accountability Report Card)
(cf. 1340 - Access to District Records)
(cf. 3515 - Campus Security)
(cf. 3530 - Risk Management/Insurance)

Legal Reference:
EDUCATION CODE
14044 - Crimes committed on school grounds
48915 - Expulsion
PENAL CODE
628-628.6 - Reporting of school crime
CODE OF REGULATIONS, TITLE 5
700-705 - Safe schools assessment programs

Management Resources:
CSBA Publications
Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1995, revised 1999
CDE PUBLICATIONS
Understanding and Reporting School Crime, California Safe Schools Assessment, California Department of Education and Butte County Office of Education, 1995
WEB SITES
CDE Safe Schools and Violence Prevention Office: http://www.cde.ca.gov/spbranch/safety/safetyhome.html
Butte County Office of Education (CDE's designee): http://www.essa.butte.k12.ca.us
CSBA: http://www.csba.org

Adopted: 4/3/95
Revised: 5/18/99
1994/1995 School Year (Total District Policy Book Review)
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7.2.39

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 3515.5

BUSINESS & NON-INSTRUCTIONAL OPERATIONS

Sex Offender Information

In order to protect students while they are traveling to and from school, attending school or at a school-related activity, the Governing Board believes it is important that the district respond appropriately when a law enforcement agency contacts the district about registered sex offenders who may reside or work within district boundaries.

The Superintendent or designee shall establish an ongoing relationship with law enforcement officials to coordinate the receipt and dissemination of such information. To the extent authorized by law, the Superintendent or designee also shall establish procedures for notifying appropriate staff as necessary.

The district and its employees shall be immune from liability for the good faith dissemination of sex offender information provided by a law enforcement agency or an employee of a law enforcement agency, so long as the dissemination is in the manner and to the extent authorized by the law enforcement agency. (Penal Code 290)

The Superintendent or designee shall annually notify parents/guardians of the availability of the CD-ROM regarding registered sex offenders and recommend that they utilize the information contained on the disk.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 1240 - Volunteer Assistance)
(cf. 1250 - Visitors/Outsiders)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 3515 - Campus Security)
(cf. 3515.3 - District Police Department)
(cf. 5142 - Safety)
Legal Reference:

7.2.40

EDUCATION CODE
32211 Threatened disruption or interference with classes; offense
35160 Authority of boards
35160.1 Board authority of school districts
PENAL CODE
290 Registration of sex offenders
290.4 Sex offender registration; compilation of information; 900 number
626.8 Disruptive entry or entry of sex offender upon school grounds
UNITED STATES CODE, TITLE 42
14071 Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Program Act
Management Resources:
WEB SITES
California Department of Justice: http://www.caag.state.ca.us

Adopted: 5/5/98
Revised: 10/5/99
q:3000(a)\BP3515.5

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 4030 (a)

PERSONNEL

All Personnel

Nondiscrimination in Employment

The Governing Board prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, hysical or mental disability, medical condition, veteran status, gender, or sexual orientation, at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy.

(cf. 4031 – Complaints Concerning Discrimination in Employment)
(cf. 4032 - Reasonable Accommodation)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

Any district employee who engages or participates in unlawful discrimination, or who aids, abets, incites, compels or coerces another to discriminate, is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 4318 - Suspension/Disciplinary Action)

Any district employee who observes or has knowledge of an incident of unlawful discrimination or harassment shall report the incident to the principal, district administrator or Superintendent as soon as practical after the incident. Failure of a district employee to report discrimination or harassment may result in disciplinary action.

The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin or application form that is used in employee recruitment. (34 CFR 100.6. 106.9)

The district's policy and administrative regulation shall be posted in all schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960.

Nondiscrimination in Employment

The Board designates the following position as Coordinator for Nondiscrimination in Employment:

Director of Human Services
810 "J" Street, Lincoln
916 645-6350

Other Remedies

An employee may, in addition to filing a discrimination complaint with the district, file a complaint with either the Equal Employment Opportunity Commission (EEOC) or the California Department of Fair Employment and Housing (DFEH). The time limits for filing such complaints are as follows:

1. To file a valid complaint with EEOC, the employee must file his/her complaint within one year of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960. (Government Code 12960)

2. To file a valid complaint with DFEH, the employee must file his/her complaint within 180 days of the alleged discriminatory act(s). To file a valid complaint with EEOC after filing a complaint with DFEH, the employee must file the complaint within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier. (42 USC 2000e-5)

Employees wishing to file complaints with the DFEH and EEOC should contact the nondiscrimination coordinator for more information.

Legal Reference:
CIVIL CODE
51.7 Freedom from violence or intimidation
GOVERNMENT CODE
11135 Unlawful discrimination
12900-12996 Fair Employment and Housing Act
PENAL CODE
422.76 Definitions, hate crimes
CODE OF REGULATIONS, TITLE 2
7287.6 Terms, conditions and privileges of employment
CODE OF REGULATIONS, TITLE 5

Nondiscrimination in Employment

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance
UNITED STATES CODE, TITLE 20
1681-1688 Discrimination based on sex or blindness, Title IX
UNITED STATES CODE, TITLE 29
794 Section 504 of the Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
2000d-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended
2000h-2-2000h-6 Title IX, 1972 Education Act Amendments
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34
100.6 Compliance information
104.8 Notice
106.8 Designation of responsible employee and adoption of grievance procedures
106.9 Dissemination of policy
COURT DECISIONS
Carter v. California Department of Veterans Affairs (2003) 2003 Cal.LEXIS 5694
Shephard v. Loyola Marymount (2002) 102 CalApp.4th 837

Management Resources:
EQUAL EMPLOYMENT OPPORTUNITY COMMISSION
Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999
Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, March, 1999
U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS
Notice of Non-Discrimination, January, 1999
WEB SITES
EEOC: http://www.eeoc.gov
OCR: http://www.ed.gov/offices/OCR
DFEH: http://www.dfeh.ca.gov

Adopted: 4/6/93
Reviewed: 5/2/95
Revised: 12/7/99, 5/2/00, 9/17/02
1994/1995 School Year (Total District Policy Book Review)
q:4000\bp4030

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 4117.11 (a)
4317.11

PERSONNEL

Certificated Personnel

PRE-RETIREMENT PART-TIME EMPLOYMENT

A certificated employee may be allowed to work on a part-time basis without losing retirement benefits under the following conditions: *(Education Code 22713, 44922)*

1. The employee shall have his or her retirement allowance, as well as other benefits to which the employee is entitled, based upon the compensation that the employee would have received if he or she had been employed on a full-time basis.

(cf. 4154/4254/4354 - Health and Welfare Benefits)

2. The option to reduce the employee's workload shall be exercised at the request of the employee and can be revoked only with the mutual consent of the Superintendent or designee and the employee.

3. The employee shall have been employed full time to perform creditable service for a minimum of 10 years including five years immediately preceding the reduction in workload.

4. The employee shall not have had a break in service during the five years immediately preceding the reduction in workload. Sabbaticals and other approved leaves of absence and unpaid absences for personal reasons shall not constitute a break in service. However, time on a sabbatical or other approved leave of absence shall not be used in computing the five-year full-time requirement.

5. The employee shall have reached the age of 55 years prior to the reduction in workload.

6. The period of the reduced workload shall not exceed 10 years.

7. The reduced workload shall be equal to one-half of the full-time equivalent required by the employee's contract of employment in accordance with Education Code 22138.5 during his or her final year full-time employment.

8. The employee shall be paid a compensation that is the pro rata share of the compensation the employee would have earned had the employee not opted to reduce his or her workload.

7.2.45

The Superintendent or designee shall verify the employee's eligibility prior to the reduction of an employee's workload. This shall be done in conjunction with the administrative staff of STRS and PERS, in accordance with law. *(Education Code 22713)*

Adopted: 5/5/98
Revised:

Q:4000a\AR4117.11

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 4117.12
CERTIFICATED PERSONNEL **4317.12**

Retirement Consultancy Contracts

The Governing Board recognizes that because of their experience and knowledge of district programs and procedures, retired certificated employees may be uniquely suited to performing specialized work of limited duration.

The Board may offer retirement consultancy contracts to certificated individuals who meet the qualifications required by law and administrative regulation.

Legal Reference:
EDUCATION CODE
22119.5 Creditable service
22461 Notice of earnings limitation
22714 Encouragement of retirement
22714.5 2+2 service and year credit option under STRS
22715 Additional service credit
22716 Unpaid services
24214 Reemployment of retirant
24216 Payments to retirants in excess of limitation
35046 Consultancy contracts
41320.1 Appointment of trustee
42120-42128 Budget completion
44929 Service credit under STRS; additional two years
44929.1 2+2 service and year credit option under STRS

Management Resources:
WEB SITES
California State Teachers' Retirement System: http://www.calstrs.com

Adopted: 11/4/97
Revised:
Q:4000(a)\BP4117.12

Retirement Consultancy Contracts

Retired certificated employees serving as consultants shall be retained as employees, and their services shall be limited in accordance with retirement system rules and regulations. *(Education Code 35046)*

To be eligible for consideration for a retirement consultancy contract, the retired certificated employee must have served the district or the County Superintendent of Schools for at least 10 years and be at least 55 years old. (Education Code 35046)

Retirees employed under this program shall not make contributions to the retirement fund or accrue service credit based on compensation earned from program service. (Education Code 24214)

Retirement consultancy contracts are renewable annually for up to five years or until the employee reaches age 65, whichever comes first. (Education Code 35046)

Retirees employed under this program shall be paid at a rate commensurate with that of other employees performing comparable duties. The employee may earn compensation for creditable service up to the limitation specified by law. This limit applies only to earnings for service that would be creditable for State Teachers' Retirement System purpose if performed by a current employee. *(Education Code 22119.5, 24214, 35046)*

A retiree shall be exempt from the above limitation for a maximum period of two years if appointed by the Superintendent of Public Instruction as a trustee or administrator pursuant to Education Code 41320.1 or if assigned to a position by the County Superintendent of Schools pursuant to Education Code 42120 et seq. *(Education Code 24216)*

Emergency Exemptions from Postretirement Compensation Limitation

A retiree shall be exempt from the above limitation for a maximum period of two years if appointed by the Superintendent of Public Instruction as a trustee or administrator pursuant to Education Code 41320.1 or if assigned to a position by the

County Superintendent of Schools pursuant to Education Code 42120-42129. (Education Code 24216)

Until January 1, 2008, a retiree shall also be exempt from the above limitation up to an additional one-half of the full-time equivalent for the same position when employed in an emergency situation to fill a vacant administrative position requiring highly specialized skills, provided that all of the following conditions are met: (Education Code 24216)

1. The vacancy occurred due to circumstances beyond the district's control.

2. The recruitment process to fill the vacancy on a permanent basis is expected to extend over several months.

3. The employment is reported in a public meeting of the Governing Board.

The above exemptions shall not apply to any retiree who has received additional retirement service credit pursuant to Education Code 22714, 22715 or 22716. *(Education Code 24216)*

(cf. 4117.13 - Early Retirement Option)

When employing a retiree eligible for any of the above exemption, the Superintendent or designee shall submit all required documentation to substantiate this eligibility. (Education Code 24216)

Adopted: 11/4/97
Revised:
Q:4000a\AR4117.12

DELETE

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 4117.13 (a)

PERSONNEL

Certificated Personnel

Early Retirement Option

As an incentive to early retirement, the Governing Board may offer the addition of two years' service credit to a certificated employee under the State Teachers' Retirement System (Golden Handshake). (Education Code 22714)

Before taking formal action to implement this option, the Board shall determine that encouraging early retirement would be in the best interest of the district due to the curtailment of services or changes in the manner in which services are performed. The Board shall also consider the availability of teachers or academic employees to fill the positions that would be vacated. (Education Code 22714)

The Board shall certify to the County Superintendent that at least one of the following results is expected:

1. A net savings to the district.

2. A reduction of the number of certificated employees as a result of declining enrollment.

3. The retention of certificated employees who are credentialed to teach in disciplines where a teacher shortage exists. (Education Code 22714)

To be eligible for this option, the employee must have five or more years of service credit and must retire during a period of 60 to 120 days after the Board takes formal action to implement the option. (Education Code 22714)

In providing the early retirement option, the district shall meet all additional conditions as found in Education Code 22714.

7.2.50

Certificated Personnel

Early Retirement Option (continued)

Participation in the early retirement option shall be in accordance with law and the provisions of negotiated agreements.

Legal Reference:
EDUCATION CODE
22714 Service credit under STRS; additional two years
United Teachers - Los Angeles, v. Los Angeles Unified School District (1994) 94 Daily Journal D.A.R. 6337

Adopted: 5/2/95
New - 1994/1995 School Year (Total District Policy Book Review)
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7.2.51

WESTERN PLACER UNIFIED SCHOOL DISTRICT

~~AR~~ 4161.2 (a)
AR 4261.2 (a)
AR 4361.2 (a)

PERSONNEL

All Personnel

Personal Leaves

Whenever possible, employees shall request personal leaves in advance and prepare suitable lesson plans or instructions for a substitute employee.

Bereavement

Employees are entitled to a leave of up to three days, or five days if out-of-state travel is required, upon the death of any member of the employee's immediate family. No deduction shall be made from the employee's salary, nor shall such leave be deducted from any other leave to which the employee is entitled. *(Education Code 44985, 45194)*

(cf. 4161/4261 - Leaves)
(cf. 4361 - Leaves)

Members of the immediate family shall include: the mother, father, grandmother, grandfather, or grandchild of the employee or the employee's spouse; the employee's spouse, son, son-in-law, daughter, daughter-in-law, brother, or sister; or any relative living in the employee's immediate household. *(Education Code 44985, 45194)*

At his/her discretion, the Superintendent or designee may grant additional unpaid bereavement leave.

At the employee's request, bereavement leave may be extended under personal necessity leave provisions. *(Education Code 44981, 45207)*

Personal Necessity

Employees may use up to seven days of their accrued sick leave during each contract year for reasons of personal necessity. (Education Code 44981, 45207)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)
(cf. 4261.1 - Personal Illness/Injury Leave)

Acceptable reasons for the use of personal necessity leave include:

1. Death of a member of the immediate family when the number of days of absence exceeds the limits set by bereavement leave provisions *(Education Code 44981, 45207)*

2. An accident involving the employee's person or property or the person or property of a member of the employee's immediate family *(Education Code 44981, 45207)*

3. A serious illness of a certificated member's immediate family. (Education Code 44981)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

4. A classified employee's appearance in any court or before any administrative tribunal as a litigant, party or witness under subpoena or other order (Education Code 45207)

5. Fire, flood, or other immediate danger to the home of the employee

6. Personal business of a serious nature which the employee cannot disregard

Leave for personal necessity may be allowed for other reasons at the discretion of the Superintendent or designee. However, no such leave shall be granted for purposes of personal convenience, for the extension of a holiday or vacation, or for matters which can be taken care of outside of working hours. The Superintendent or designee shall have final discretion as to whether a request reflects true personal necessity.

Advance permission shall not be required of any employee in cases involving the death or serious illness of a member of the employee's immediate family or an accident involving the employee's person or property or the person or property of a member of his/her immediate family. (Education Code 44981 and 44981) For certificated employees, advance permission also shall not be required in cases involving the serious illness of a member of the employee's immediate family. (Education Code 45207)

After any absence due to personal necessity, the employee shall verify the absence by submitting a completed and signed district absence form to his/her immediate supervisor.

Legal Duties

Classified employees called for jury duty shall be granted leave with pay up to the amount of the difference between the employee's regular earnings and any amount received for jury or witness fees. (Education Code 44037)

Certificated employees also shall be granted leave for jury duty with pay up to the amount of the difference between the employee's regular earnings and any amount received as juror's fees.

Employees shall be granted leaves to appear in court as witnesses other than litigants or to respond to an official order from another governmental jurisdiction for reasons not brought about through the connivance or misconduct of the employee. Such employees shall receive pay up to the amount of the difference between the employee's regular earnings and any amount received for witness fees.

An employee may take time off work in order to: (Labor Code 230)

1. Serve on an inquest jury or trial jury

2. Comply with a subpoena or other court order to appear as a witness, including but not limited to cases in which the employee is a victim of a crime

Notices, summons and subpoenas for court appearances shall be submitted to the district office when requesting leave.

Leaves for Crime Victims

An employee may be absent from work in order to attend judicial proceedings related to a crime when he/she is a victim, immediate family member of a victim, registered domestic partner of a victim, or child of a registered domestic partner of a victim of the following crimes: (Labor Code 230.2)

1. A violent felony as defined in Penal Code 667.5(c)

2. A serious felony as defined in Penal Code 1192.7(c)

3. A felony provision of law proscribing theft or embezzlement

For these purposes, the employee may use vacation, personal leave, sick leave, compensatory time off that is otherwise available to the employee, or unpaid leave. (Labor Code 230.2)

Prior to taking time off, an employee shall give his/her supervisor a copy of the notice of each scheduled proceeding that is provided by the responsible agency, unless advance notice is not feasible. When advance notice is not feasible or an unscheduled absence occurs, the employee shall, within a reasonable time after the absence, provide documentation evidencing the judicial proceeding from the court or government agency setting the hearing, the district attorney or prosecuting attorney's office, o or the victim/witness office that is advocating on behalf of the victim. (Labor Code 230.2)

The supervisor and Superintendent or designee shall keep confidential any records pertaining to the employee's absence from work. (Labor Code 230.2)

Leaves for Victims of Domestic Violence or Sexual Assault

An employee who is a victim of domestic violence or sexual assault as defined by law may take time off work to obtain or attempt to obtain or attempt to obtain any relief, including but not limit to a temporary restraining order, restraining order or other injunctive relief to help ensure the health, safety or welfare of the employee or his/her child. (Labor Code 230)

In addition, an employee who is a victim of domestic violence or sexual assault may take time off work to attend to the following activities: (Labor Code 230.1)

1. Seek medical attention for injuries caused by domestic violence or sexual assault

2. Obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence or sexual assault

3. Obtain psychological counseling related to an experience of domestic violence or sexual assault

4. Participate in safety planning and take other actions to increase safety from future domestic violence or sexual assault, including temporary or permanent relocation

An employee who is a victim of domestic violence or sexual assault may use vacation, personal leave, or compensatory time off that is otherwise available to the employee under the applicable terms of employment, unless otherwise provided by a collective bargaining agreement. (Labor Code 230.1)

7.2.55

Prior to taking this time off, an employee shall give reasonable notice to his/her supervisor, unless advance notice is not feasible. When an unscheduled absence occurs, the employee shall provide to his/her supervisor sufficient certification of the absence in the form of any of the following documents: (Labor Code 230)

1. A police report indicting that the employee was a victim of domestic violence or sexual assault

2. A court order protecting or separating the employee from the perpetrator of an act of domestic violence or sexual assault, or other evidence from the court or prosecuting attorney that the employee has appeared in court

3. Documentation from a medical professional, domestic violence advocate, or advocate for victims of sexual assault health care provider, or counselor that the employee was undergoing treatment for physical or mental injuries or abuse resulting from an act of domestic violence or sexual assault

The supervisor and Superintendent or designee shall maintain the confidentiality of such an employee to the extent authorized by law. (Labor Code 230, 230.1)

Personal Leave for a Child's School Activities

Any employee who is a parent, guardian or grandparent having custody of one or more children in grades K-12, or attending a licensed day care facility, may use up to 40 hours of personal leave, vacation or compensatory time off each school year in order to participate in school or day care activities. Such leave shall not exceed eight hours in any month of the school year, and the employee shall give reasonable advance notice of the absence. *(Labor Code 230.8)*

(cf. 1240 - Volunteer Assistance)

If both parents of a child are employed at the same work site, this leave shall be allowed for the first parent who applies; simultaneous absence by the second parent may be granted by the Superintendent or designee. *(Labor Code 230.8)*

The employee shall use existing vacation, personal leave or compensatory time off for purposes of this leave. *(Labor Code 230.8)*

In lieu of using vacation, personal leave or compensatory time off, eligible employees giving reasonable advance notice may take up to 40 hours without pay each school year for this purpose, not to exceed eight hours in any month.

Upon request by the Superintendent or designee, the employee shall provide documentation from the school or licensed day care facility to prove that he/she participated in school or licensed day care facility activities at the time of the leave. (Labor Code 230.8)

Service on Education Boards, Committees and State or Employee Organizations

Employees shall be granted up to 20 days of paid leave per school year for service performed within the state on any education boards, commissions, committees or groups authorized by Education Code 44987.3, provided that the service is in the state of California, the board, commission, organization or group informs the district in writing of the service and the board, commission, organization or group agrees, prior to service to reimburses the district, upon the district's request, for compensation paid to the employee's substitute and for actual related administrative costs. (Education Code 44987.3)

Employees may take a leave of absence without loss of compensation to serve as an elected officer of a district employee organization or any statewide or national employee organization with which the local organization is affiliated. The leave shall include, but is not limited to, absence for purposes of attending periodic, stated, special or regular meetings of the body of the organization. (Education Code 44987, 45210)

Religious Leave

Employees may take up to three days of leave per year for religious purposes as long as such leaves do not cause additional district expenditures, the neglect of assigned duties or

any other unreasonable hardship on the district.. The Superintendent or designee may grant such leave provided that it is requested in advance.

The Superintendent or designee shall deduct the cost of a substitute, when required, from the wages of the employee who takes religious leave.

No employee shall be discriminated against for using this leave or any additional days of unpaid leave granted for religious observances at the discretion of the Superintendent or designee, as long as such leaves do not cause additional district expenditures, the neglect of assigned duties or any other unreasonable hardship on the district.

Leave for Emergency Duty

An employee may take time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel. (Labor Code 230.3)

An employee who is a volunteer firefighter shall be permitted to take temporary leaves of absence, not to exceed an aggregate total of 14 days per calendar year, for the purpose of engaging in fire or law enforcement training. (Labor Code 230.4)

Legal Reference:
EDUCATION CODE
44036-44037 Leaves of absence for judicial and official appearances
44963 Power to grant leaves of absence (certificated)
44981 Leave of absence for personal necessity (certificated)
44985 Leave of absence due to death in immediate family (certificated)
44987 Service as officer of employee organization (certificated)
44987.3 Leave of absence to serve on certain boards, commissions, etc.
45190 Leaves of absence and vacations (classified)
45194 Bereavement leave of absence (classified)
45198 Effect of provisions authorizing leaves of absence
45207 Personal necessity (classified)
45210 Service as officer of employee organization (classified)
FAMILY CODE
297.5 Domestic partner rights
GOVERNMENT CODE
3543.1 Release time for representatives of employee organizations
LABOR CODE
230-230.2 Leave for victims of domestic violence, sexual assault or specified felonies
230.3 Leave for emergency personnel
230.4 Leave for volunteer firefighters
230.8 Leave to visit child's school
233 Illness of child, parent, spouse, domestic partner or domestic partner's child
234 Absence control policy
PENAL CODE
667.5 Violent felony, defined
1192.7 Serious felony, defined
CALIFORNIA CONSTITUTION
Article 1, Section 8 Religious discrimination
UNITED STATES CODE, TITLE 42
2000d-2000d-7 Title VII, Civil Rights Act of 1964

7.2.58

COURT DECISIONS
Rankin v. Commission on Professional Competence (1988) 24 Cal.3d 167

Management Resources:
WEB SITES
California Teachers Association: http://www.cta.org
California Federation of Teachers: http://www.cft.org
California School Employees Association: http://www.csea.com

Adopted: 5/2/95
Revised: 10/20/98, 5/2/00, 6/18/01,8/05/03
New - 1994/1995 School Year (Total District Policy Book Review)
Q:4000\AR4161.2

PERSONNEL

Classified Personnel

Layoff/Rehire

Classified employees shall be subject to layoff for lack of work or lack of funds. (Education Code 45114, 45308)

Order of Layoff: Determination of Seniority

The order of layoff within the class shall be determined by length of service. (Education Code 45114, 45308)

The Superintendent or designee shall maintain a current determination of each employee's seniority in the district.

Length of service shall be determined by the date of hire. The employee who has been employed the shortest time by the district shall be laid off first.

Length of service credit shall be granted for military leave of absence, including voluntary or involuntary active duty during a period of national emergency or war as a member of the Military Reserve or the National Guard. (Education Code 45297, 45308)

Length of service credit shall not be granted for unpaid leaves. (Education Code 45308)

Persons employed under Education Code Section 45105(b) or 45259 in "restricted" positions do not acquire permanent status under Education Code 45113 or 45301 and do not acquire seniority credits for the purpose of layoff for lack of work or lack of funds. However, after completing six months of satisfactory service, persons hired into these positions shall be given the opportunity to take qualifying examinations that are required for all other persons serving in the same class in the classified service. If they successfully complete the examination, they shall be entitled to the full rights, benefits and burdens of regular classified employees, and his/her service for layoff purposes shall be counted from the original date of employment in the "restricted" position. (Education Code 45105)

Layoff/Rehire (continued)

Layoff Procedures (continued)

A classified employee shall not be laid off if a short-term employee is retained to render a service that the classified employee is qualified to render. (Education Code 45117)

(cf. 4121 - Temporary/Substitute Personnel)

Short-term or substitute employees may be separated at the completion of their assignment without regard to the procedures in this regulation.

(cf. 4121 - Temporary/Substitute Personnel)

Notice of Layoff

Classified employees subject to layoff because of lack of work in the event of a bona fide reduction or elimination of service being performed shall receive notice of the layoff 45 before the effective date. They shall be informed of their reemployment rights and displacement rights, if any. (Education Code 45117)

In cases where positions in specially funded programs expire at the end of any school year, classified employees subject to layoff for lack of funds shall receive written notice on or before April 29. The notice shall inform them of the layoff effective at the end of the school year and of their displacement and reemployment rights. If the termination date of the specially funded program is other than June 30, the notice shall be given at least 45 days before the effective date of the layoff. (Education Code 45117)

The district is not bound to provide 45 day's notice in the event that it is unable to pay the salaries of classified employees due to an actual and existing financial inability, or if layoff is caused by conditions not foreseeable or preventable by the district. The district will provide information about reemployment and displacement rights, if any, to all employees laid off under these conditions. (Education Code 45117)

The district also is not bound to provide 45 day's notice to any person hired as a short-term employee for a period not exceeding 45 days. (Education Code 45117)

7.2.61

Layoff/Rehire (continued)

Voluntary Demotion or Voluntary Reduction of Hours

Employees may sometimes take voluntary demotions or voluntary reductions in assigned time in lieu of layoff or in order to remain in their present position rather than be

reclassified or reassigned. Employees who do so shall be granted the same rights as persons laid off. (Education Codes 45114, 45298)

Reemployment Eligibility

Classified employees laid off because of lack of work or lack of funds are eligible for reemployment within a period of 39 months and shall be reemployed in preference to new applicants. Persons so laid off also have the right to apply and establish their qualification for vacant promotional positions within the district during the 39-month period. (Education Code 45114, 45298)

Employees who take voluntary demotions or voluntary reductions in assigned time in lieu of layoff, reclassification or reassignment shall retain eligibility to be considered for reemployment in a position of the previously held class or positions with increased number of hours for an additional period of time, provided that the same tests of fitness under which they qualified for appointment to the class are still applicable. The length of this additional period of time shall be determined by the Board on a class-by-class basis and shall not exceed 24 months. (Education Code 45114, 45298)

Employees who take voluntary demotions or voluntary reductions in assigned time in lieu of layoff shall have the option of returning to a position in their former class or to positions with increased assignment time as vacancies become available, and without limitation of time. If there is a valid reemployment list they shall be ranked on the list in accordance with their proper seniority. (Education Code 45114, 45298)

Upon rejecting two offers of reemployment, the employee's name will be removed from the reemployment list and he/she will forfeit all rights to which he/she would otherwise be entitled.

When an employee is notified of a vacancy and fails to respond or report to work within time limits specified by district procedures, his/her name will be removed from the reemployment list and he/she will forfeit all reemployment rights to which he/she would otherwise be entitled.

Layoff/Rehire (continued)

Reemployment Procedures

Reemployment shall be in reverse order of layoff. (Education Code 45114, 45298, 45308)

In order to be reinstated, an employee must be fully capable of performing the normal and customary duties of the job. Employees whose physical condition is such that they cannot be reinstated at the time called for reemployment will be kept on the reemployment list until physically capable of returning to work or for a period not to exceed 39 calendar months.

When a vacancy occurs, the senior employee who has held prior permanency in the position will be so notified by certified U.S. mail at his/her last known address and given the opportunity to accept or reject appointment into the vacant position. The employee must advise the district of his/her decision no later than ten calendar days following notification. If the employee accepts, he/she must report to work on the date specified by the district.

When a laid-off employee is reemployed, all accumulated sick leave credit shall be restored.

A laid-off permanent employee will be reemployed with all rights and benefits accorded to him/her at the time of layoff. A laid-off probationary employee will be reemployed as a probationary employee, and the time served toward the completion of the required probationary period will be counted. He/she will also be reemployed with all rights and benefits accorded to him/her at the time of layoff.

A laid-off employee, when reemployed, will be placed on the salary step held at the time of layoff. An employee who bumped into a lower class shall, when reinstated to the previous class, be placed on the salary step to which he/she would have progressed had he/she remained there. An adjusted anniversary date shall be established for step increment purposes so as to reflect the actual amount of time served in the district.

Legal Reference:
EDUCATION CODE
45101 Definitions
45103 Classified service in districts not incorporating the merit system
45105 Positions under various acts not requiring certification qualifications; classification
45113 Rules and regulations for classified service in districts not incorporating the merit system
45114 Layoff and reemployment procedures; definitions
45115 Layoff: Reinstatement from service retirement
45117 Notice of layoff

7.2.63

Classified Personnel

Layoff/Rehire (continued)

45286 Limited term employees
45297 Right to take equivalent examination while employee in military service
45298 Reemployment and promotional examination preference of persons laid off; voluntary demotions or reductions in time
45308 Order of layoff and reemployment; length of service
45309 Reinstatement of permanent noncertified employees after resignation
UNITED STATES CODE, TITLE 38
4301-4307 Veterans' Reemployment Rights
COURT DECISIONS
San Mateo City School District v. Public Employment Relations Board (1983) 33 Cal.3d 850, 866

Management Resources:
WEB SITES
California School Employees Association: http://www.csea.com

Adopted: 5/2/95
New - 1994/1995 School Year (Total District Policy Book Review)
Q:4000\ics\ar4217.3

Western Placer Unified School District

BP 4222 (a)

Personnel
TEACHER AIDES/PARAPROFESSIONALS

The Governing Board recognizes that paraprofessionals support student learning by providing valuable assistance to teachers and other certificated personnel and enabling greater individualized instruction and supervision of students. Such employees may perform instructional and/or administrative tasks in accordance with law, Board policy and administrative regulation.

(cf. 1240 - Volunteer Assistance)
(cf. 4200 - Classified Personnel)
(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that paraprofessionals possess the qualifications required by law for their positions.

Each paraprofessional shall be provided with a clear definition of his/her roles and responsibilities.

Paraprofessionals shall be under the immediate supervision and direction of certificated personnel.

In determining the assignment of paraprofessionals, the Superintendent or designee shall consider the greatest benefit to students based on such factors as class size, grade levels, student needs, subject matter and teacher workload.

The Superintendent or designee shall ensure that all paraprofessionals have appropriate training for their positions, ongoing support and regular performance assessments. Teachers shall receive training in how to collaborate effectively with an assistant and are expected to assign duties consistent with written job descriptions for paraprofessionals.

(cf. 4212 - Appointment and Conditions of Employment)
(cf. 4215 - Evaluation/Supervision)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)

The Board encourages qualified paraprofessionals to pursue opportunities that lead to attainment of a teaching credential and enable them to increase their skills and experience in the classroom.

(cf. 4112.2 - Certification)
(cf. 4112.21 - District Interns)

7.2.65

Personnel
TEACHER AIDES/PARAPROFESSIONALS

Legal Reference:
EDUCATION CODE
44390-44393 California School Paraprofessional Teacher Training Program
44833 Postsecondary students as nonteaching aides
44835 Duties of nonteaching work study aides
45330 Paraprofessionals
45340-45349 Instructional aides
45350-45354 Teacher assistants
45360-45367 Teacher aides
54480-54486 Special Teacher Employment Programs
CODE OF REGULATIONS, TITLE 5
12065-12070 Teacher aides for Special Teacher Employment Programs
UNITED STATES CODE, TITLE 20
6311 State plans
6314 Schoolwide programs
6315 Targeted assistance schools
6318 Parent involvement
6319 Qualifications for teachers and paraprofessionals
CODE OF FEDERAL REGULATIONS, TITLE 34
200.58-200.59 Qualifications and duties of paraprofessionals

Management Resources:
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Roles for Education Paraprofessionals in Effective Schools, 1997
WEB SITES
CTC Paraprofessional Teacher Training Program: http://www.ctc.ca.gov/para
CDE: http://www.cde.ca.gov
CSBA: http://www.csba.org
U.S. Department of Education: http://www.ed.gov
California School Employees Association: http://www.csea.com
National Resource Center for Paraprofessionals: http://www.nrcpara.org
National Clearinghouse for Paraeducator Resources:
http://www.usc.edu/dept/education/CMMR/Clearinghouse.html

Adopted: 8/19/03
Revised:

Q:4000b\bp4222

Personnel
TEACHER AIDES/PARAPROFESSIONALS

Qualifications and Duties of Paraprofessionals

(Districts maintaining high schools)

No person shall be initially assigned to assist in instruction as a paraprofessional unless he/she has demonstrated proficiency in reading, writing and mathematics skills up to or exceeding that required for the district's high school seniors pursuant to Education Code 51220(a) and (f). (Education Code 45330, 45344.5, 45361.5)

A paraprofessional who has passed a comparable proficiency test in another district shall be considered to have met the district's proficiency standards unless the district determines that the other district's test is not comparable. (Education Code 45344.5, 45361.5)

Instructional aides shall perform only such duties as, in the judgment of the certificated personnel to whom the instructional aide is assigned, may be performed by a person not licensed as a classroom teacher. These duties shall not include assignment of grades to students. (Education Code 45344)

Instructional aides need not perform their duties in the physical presence of the teacher, but the teacher shall retain responsibility for the instruction and supervision of the students in his/her charge. (Education Code 45344)

Additional Qualifications and Duties of Paraprofessionals in Title I Programs

All paraprofessionals hired after January 8, 2002, to work in a program supported by federal Title I funds shall have received a high school diploma or its equivalent. (20 USC 6319; 34 CFR 200.58; Education Code 45330)

(cf. 6171 - Title I Programs)

In addition, such paraprofessionals shall have met at least one of the following criteria: (20 USC 6319; 34 CFR 200.58; Education Code 45330)

1. Completed at least two years of study (48 semester units or equivalent quarter units) at an institution of higher education

2. Obtained an associate's degree or higher

Personnel
TEACHER AIDES/PARAPROFESSIONALS

3. In a manner other than receipt of a high school diploma, met a rigorous standard of quality and demonstrated, through a locally determined assessment, knowledge of and the ability to assist in instructing either:

   a. Reading, writing and mathematics

   b. Reading readiness, writing readiness and mathematics readiness

All paraprofessionals hired before January 8, 2002, and working in a program supported by Title I funds shall satisfy one of the above requirements by January 8, 2006. (20 USC 6319; 34 CFR 200.58; Education Code 45330)

A paraprofessional hired on or before January 1, 2003, shall be deemed to have met the proficiency exam requirements of item #3 above if he/she has previously demonstrated, through a local assessment, knowledge of, and an ability to assist in, instructing reading, writing and mathematics. (Education Code 45330)

When a paraprofessional has previously worked in another district, the Superintendent or designee may determine whether any assessments conducted by the previous district satisfy the proficiency criteria of item #3 above.

Items #1-3 above shall not apply to any paraprofessional who is proficient in English and a language other than English and who provides services primarily to enhance the participation of children in Title I programs by acting as a translator, or whose duties consist solely of conducting parental involvement activities consistent with (20 USC 6318, 6319; 34 CFR 200.58; Education Code 45330)

Paraprofessionals working in a program supported by Title I funds may be assigned to (20 USC 6319; 34 CFR 200.58)

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Personnel
TEACHER AIDES/PARAPROFESSIONALS

1. Provide one-on-one tutoring for eligible students, if the tutoring is scheduled at a time when a student would not otherwise receive instruction from a teacher

2. Assist with classroom management, such as organizing instructional and other materials

3. Provide assistance in a computer laboratory

4. Conduct parental involvement activities

5. Provide support in a library or media center

6. Act as a translator

7. Provide instructional services to students, provided that the paraprofessional is working under the direct supervision of a teacher

Title I paraprofessionals may assume limited duties that are assigned to similar personnel in non-Title I programs, including duties beyond classroom instruction or that do not benefit Title I students, in the same proportion of total work time as non-Title I paraprofessionals.

The Principal of each school operating a Title I program shall annually attest in writing as to whether the school is in compliance with federal legal requirements regarding the qualifications and duties of paraprofessionals listed above. Copies of attestations shall be maintained at the school and district office and shall be available to the public upon request. (20 USC 6311)

Parental Notification

At the beginning of each school year, parents/guardians shall be notified that they may request information regarding whether their children are provided services by paraprofessionals and, if so, their qualifications. (P.L. 107-110, Section 1111)

(cf. 5145.6 - Parental Notifications)

Adopted: 8/19/03
Revised:
Q:4000b\ar4222

7.2.69

Personnel

TEACHER AIDES/PARAPROFESSIONALS

ATTESTATION REGARDING TITLE I PARAPROFESSIONALS

The following certification must be annually completed and signed by each principal in a school that operates a Title I program pursuant to 20 USC 6314 (schoolwide program) or 20 USC 6315 (targeted assistance school).

School:_____ Principal:_____

1. I certify that every paraprofessional hired after January 8, 2002, and working in a program supported by Title I funds, unless he/she is exempted by law, has received a high school diploma or its equivalent and has met at least one of the following criteria pursuant to 20 USC 6319

   a. Completed at least two years of study at an institution of higher education

   b. Obtained an associate's or higher degree

   c. Met a rigorous standard of quality and demonstrated, through a formal state or local academic assessment, knowledge of and the ability to assist in instructing either reading, writing and mathematics or reading readiness, writing readiness and mathematics readiness.

2. All paraprofessionals working in a Title I program are performing duties consistent with 20 USC 6319.

_____
Signature of Principal

Adopted: 8/19/03
Revised:
Q:4000(B)\E4222

7.2.70

PERSONNEL

Management, Supervisory and Confidential Personnel

The Governing Board recognizes that effective management is vital to the success of district operations. Management personnel are expected to demonstrate initiative and good judgment in the development, implementation and oversight of district programs. Supervisors shall promote the productivity, professional growth and teamwork of district staff.

The Board shall adopt policies related to management, supervisory and confidential personnel insofar as they are needed to comply with law and describe circumstances of employment within the district.

The Board may, by resolution, establish or abolish positions designated as senior management of the classified service.

Legal Reference:
EDUCATION CODE
35031 Term of employment
45100.5 Senior management positions
45104.5 Abolishment of senior classified management positions
45108.5 Definitions of senior classified management employees
45108.7 Waiver of provisions of 45108.5
45128 Overtime
45130 Exclusion from overtime provisions
45256.5 Designation of certain positions

Management, Supervisory and Confidential Personnel (continued) BP 4300(b)

GOVERNMENT CODE
3540.1 Definitions
3543.4 Management position; representation
3545 Appropriateness of unit; basis
COURT DECISIONS
Auer v. Robbins, (1997) 117 S.Ct. 905

Adopted: 9/26/83
Revised: 2/2/99
Fall 1994 (Total District Policy Book Review)
\q:4000\bp4300

7.2.7

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 5121 (a)

STUDENTS

Grades/Evaluation of Student Achievement

The Governing Board believes that grades serve a valuable instructional purpose by helping students and parents/guardians identify the student's areas of strength and those areas needing improvement. Parents/guardians and students have the right to receive course grades that represent an accurate evaluation of the student's achievement.

(cf. 5020 - Parent Rights and Responsibilities)

The teacher of each course shall determine the student's grade. The grade assigned by the teacher shall not be changed by the Board or the Superintendent except as provided by law, Board policy and administrative regulation. (Education Code 49066)

(cf. 5125.3 - Challenging Student Records)

Teachers shall evaluate a student's work in relation to standards which apply to all students at his/her grade level. The Superintendent or designee shall establish and regularly evaluate a uniform grading system, and principals shall ensure that student grades conform to this system. Teachers shall inform students and parents/guardians how student achievement will be evaluated in the classroom.

(cf. 5124 - Communication with Parents/Guardians)
(cf. 6011 - Academic Standards)

Grades should be based on impartial, consistent observation of the quality of the student's work and his/her mastery of course content and objectives. Students shall have the opportunity to demonstrate this mastery through a variety of methods such as classroom participation, homework, tests and portfolios.

(cf. 5125 - Student Records)

When reporting student grades to parents/guardians, teachers may add narrative descriptions, observational notes and/or samples of classroom work in order to better describe student progress in specific skills and subcategories of achievement.

Students in grades K-3 shall receive narrative evaluations rather than letter grades in order to give parents/guardians more information about their children's developmental levels and also promote students' self-esteem and experiences of success.

7.2.12

Unexcused Absences

The Board desires to emphasize the importance of school attendance. Therefore, students with excessive unexcused absences (7 absences per semester) shall receive a failing grade and shall not receive credit for the class(es).

If a student misses class without an excuse and does not subsequently turn in homework, take a test or fulfill another class requirement which he/she missed, the teacher may lower the student's grade for nonperformance. Teachers shall inform students about the class grading system at the beginning of the semester.

Grade Point Average (GPA)

The Superintendent or designee shall recommend to the Board the methodology to be used in calculating students' grade point averages.

The Superintendent or designee shall also recommend to the Board whether extra grade weighting will be assigned for honors courses that are substantially similar in depth, breadth and rigor to an Advanced Placement course, an entry-level college course or a community college level course.

(cf. 6141.5 - Advanced Placement)

Legal Reference:
EDUCATION CODE
48070 Promotion and retention
48205 Excused absences
48431.6 Required systematic review
49066 Grades; finalization; physical education class
49067 Mandated regulations regarding student's achievement
49069.5 Students in foster care, grades and credits
CODE OF REGULATIONS, TITLE 5
10060 Criteria for reporting physical education achievement, high schools
UNITED STATES CODE, TITLE 20
1232g Family Education Rights and Privacy Act (FERPA)
6101-6251 School-to-Work Opportunities Act of 1994
COURT DECISIONS
Owasso Independent School District v. Falvo (2002) 122 S.Ct. 934
Las Virgenes Educators Association v. Las Virgenes Unified School District (2nd Appellate District 2001) 86 Cal.App.4th 1
Swany v. San Ramon Valley Unified School District (N.D.Cal. 1989) 720 F.Supp. 764

7.2.73

Johnson v. Santa Monica-Malibu Unified School District Board of Education (App. 2 Dist. 1986) 224 Cal. Rptr. 885, 179 C.A. 3d 593

Management Resources:
CDE PUBLICATIONS
Elementary Makes the Grade!, 2001
WEB SITES
CDE: http://www.cde.ca.gov
Advanced Placement Challenge Project: http://www.apchallenge.net

Adopted: 5/14/84
Revised: 5/19/95, 11/19/02
1994/1995 School Year (Total District Policy Book Review)
Q:5000\\bp5121

STUDENTS

Grades/Evaluation of Student Achievement

Grades for Achievement

Grades for achievement shall be reported each reporting period.

Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. (Education Code 49067)

(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 5124 - Communication with Parents/Guardians)

An incomplete is given only when a student's work is not finished because of illness or other excused absence. If not made up within three weeks, the incomplete will become an F.

Grades for Physical Education

No grade of a student participating in a physical education class may be adversely affected due to the fact that the student, because of circumstances beyond his/her control, does not wear standardized physical education apparel. (Education Code 49066)

(cf. 6145 - Extracurricular and Cocurricular Activities)

Criteria for determining grades for achievement may include but are not limited to:

1. Preparation of assignments, including accuracy, legibility and promptness.

2. Contribution to classroom discussions.

3. Demonstrated understanding of concepts in tests.

4. Application of skills and principles to new situations.

5. Organization and presentation of written and oral reports.

6. Originality and reasoning ability when working through problems.

7.2.75

Student performance in high school physical education courses shall be based upon evaluation of the student's individual progress, attainment of goals in each instructional area, tests designed to determine skill and knowledge, and physical performance tests.

(cf. 6142.7 - Physical Education)

Grades for Citizenship and Effort

Grades for citizenship and effort shall be reported each marking period.

Criteria for determining grades for citizenship may include but are not limited to:

1. Student obeys rules.

2. Student respects public and personal property.

3. Student maintains courteous, cooperative relations with teachers and fellow students.

4. Student works without disturbing others.

Honor Roll

Each school may post an Honor Roll. To qualify for the Honor Roll a student must meet the requirements established at each school site.

Advanced Placement/Honors Courses (High School Level)

The district wishes to encourage students to take advanced placement and honors courses in academic subjects. Because of the extra work involved, the evaluation system shall be weighted to reflect the more rigorous nature of these courses. Grades received in these courses will be counted on the following scale:

A = 5 points
B = 4 points
C = 3 points
D = 1 point
F = 0

Peer Grading

At their discretion, teachers may use peer grading of student tests, papers and assignments as appropriate to reinforce lessons.

7.2.16

(cf. 5125 - Student Records)

Pass/Fall Grading

With parental approval, students may elect to earn a "Pass" or "Fail" grade instead of an A-F grade in the following courses:

1. All courses taken in the Alternative Education Program.

2. All courses taken in the Special Education Program.

3. 9-12th grade noncollege preparatory courses taken in summer school.

Students who receive a "Pass" grade will acquire the appropriate semester units of credit for the course, and the grade will not be counted in determining class rank, honors list, or membership in the California Scholarship Federation. Students who receive a "Fail" grade will not receive credit for taking the course.

Students shall be graded Pass/Fail for classes in which they serve as student aides unless predetermined goals and objectives related to specific subject knowledge are on file and have been approved by the principal or designee.

Repeated Classes

With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. The student shall receive credit only for taking the course once.

The highest grade received will be the permanent grade on the student's transcript.

Unexcused Absences

When an unexcused absence occurs, the student and parent/guardian shall be notified and informed of the district's policy regarding excessive unexcused absences. The student and parent/guardian shall have a reasonable opportunity to explain the absence. (Education Code 49067)

If the absence is not verified as excusable within 3 school days, it shall be recorded as unexcused. The person receiving any explanation of the absence by the parent/guardian shall make a record of this explanation and the date when it was given.

If a student receives a failing grade because of unexcused absences, school records shall specify that the grade was given because of excessive unexcused absences. (Education Code 49067)

7.2.77

(cf. 5113 - Absences and Excuses)

(cf. 5125 - Student Records)

Grades for a student in foster care shall not be lowered if the student is absent from school due to either of the following circumstances: (Education Code 49069.5)

1. A decision by a court or placement agency to change the student's placement, in which case the student's grades and credits shall be calculated as of the date the student left school

2. A verified court appearance or related court-ordered activity

Progress Reports

Progress reports will be sent home with the student at mid-quarter.

Grade Weighting for Advanced Placement/Honors Courses

When calculating a student's grade point average, extra grade weighting shall not be assigned to a course that covers a subject required for admission to the University of California or the California State University unless the Superintendent or designee has submitted the course curriculum to the President of the University of California and received confirmation that the university approves the course for extra grade weighting and includes the course on its list of honors courses. Application of this requirement shall follow a four-year implementation schedule beginning with ninth-grade students in the 2005-06 school year. (Education Code 51220.3)

(cf. 6141.5 - Advanced Placement)

Adopted: 5/19/95
Revised: 2/4/03
New - 1994/1995 School Year (Total District Policy Book Review)
Q:\5000\ar5121

7.2.78

16. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma. (Education Code 48900(p))

17. Engaged in, or attempted to engage in, hazing as defined in Education Code 32050. (Education Code 48900(q))

18. Made terrorist threats against school officials and/or school property (Education Code 48900.7)

A student in grades 4 through 12 is also subject to suspension or recommendation for expulsion when it is determined that he/she:

19. Committed sexual harassment as defined in Education Code 212.5 *(Education Code 48900.2)*

(cf. 5145.7 - Sexual Harassment)

20. Caused, attempted to cause threatened to cause, or participated in an act of hate violence as defined in Education Code 233 *(Education Code 48900.3)*

21 Intentionally engaged in harassment, threats or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment (Education Code 48900.4)

(cf. 5145.3 - Nondiscrimination/Harassment)

A student may be suspended or expelled for any of the acts listed above if the act is related to school activity or school attendance occurring at any district school under the jurisdiction of the Superintendent or principal or within any other school district, including but not limited to the following circumstances: *(E.C. 48900)*

1. While on school grounds.

2. While going to or coming from school

3. During the lunch period, whether on or off the school campus.

4. During, going to, or coming from a school-sponsored activity.

(cf. 5113 - Absences and Excuses)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

7.2.79

shall place the student in a classroom instructional program, any other instructional program, a rehabilitation program, or any combination of these programs after consulting with district staff, including the student's teachers and with the student's parent/guardian. *(Education Code 48918(e))*

If expulsion is recommended, finding of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. *(Education Code 48918 (Q))*

In accordance with Board policy, the hearing officer or administrative panel may recommend that the Board suspend the expulsion for a period of one year. (See "Suspension of Expulsion" below.)

The Board shall make its decision about the student's expulsion within 40 school days after the date of the student's removal from school unless the student requests in writing that the decision be postponed. *(Education Code 48918 (a))*

Final Action by the Board

Whether the expulsion hearing is conducted in closed or public session by the Board, a hearing officer, or an administrative panel, the final action to expel must be taken by the Board at a public meeting. *(Education Code 48918 (i))*

(cf. 9321.1 - Closed Session Actions and Reports)

If the Board conducts the hearing and reaches a decision not to expel, this decision shall be final and the student shall be reinstated immediately.

Upon ordering an expulsion, the Board shall set a date when the student shall be reviewed for readmission to a school within the district. For a student expelled for an act listed under "Mandatory Recommendation and Mandatory Expulsion" above, this date shall be one year from the date the expulsion occurred, except that the Board may set an earlier date on a case-by-case basis. For a student expelled for other acts, this date shall be no later than the last day of the semester following the semester in which the expulsion occurred. If an expulsion is ordered during the summer session, the Board shall set a date when the student shall be reviewed for readmission not later than the last day of the semester following the summer session in which the expulsion occurred. (Education Code *48916)*

At the time of the expulsion order, the Board shall recommend a plan for the student's rehabilitation, which may include: *(Education Code 48916)*

1. Periodic review and assessment at the time of application for readmission.

2. Recommendations for improved academic performance, tutoring, special education assessments, job training, counseling, employment, community service and other rehabilitation programs.

With parental consent, students who have been expelled for reasons relating to controlled substances or alcohol may be required to enroll in a county-sponsored drug rehabilitation program before returning to school. *(Education Code 48916.5)*

Written Notice to Expel

The Superintendent or designee shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed in Education Code 48900(a)-(q), Education Code 48900.2-48900.4, 48900.8 and Education Code 48915(c) *(Education Code 48900.8)*

2. The fact that a description of readmission procedures will be made available to the student and his/her parent/guardian *(Education Code 48916)*

3. Notice of the right to appeal the expulsion to the County Board of Education (*Education Code 48918).*

4. Notice of the alternative educational placement to be provided to the student during the time of expulsion *(Education Code 488918)*

5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1 *(Education Code 48918)*

Decision Not to Enforce Expulsion Order

In accordance with Board policy, when deciding whether to suspend the enforcement of an expulsion, the Board shall take into account the following criteria:

1. The student's pattern of behavior

2. The seriousness of the misconduct

3. The student's attitude toward the misconduct and his/her willingness to follow a rehabilitation program

In cases of mandatory expulsion, the enforcement of an expulsion order shall not be suspended.

The suspension of the enforcement of an expulsion shall be governed by the following: *(Education Code 48917)*

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class or program appropriate for the student's rehabilitation. This rehabilitation program may provide for the involvement of the student's parent/guardian in the student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program.

2. During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status.

3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion" above or violates any of the district's rules and regulations governing student conduct.

4. When the suspension of the enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order.

5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school. Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings.

6. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board of Education.

7. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian. The notice shall also inform the parent/guardian of the right to appeal the expulsion to the County Board of Education. *(Education Code 48918(j))*

Right to Appeal

The student or parent/guardian is entitled to file an appeal of the Board's decision to the County Board of Education. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion action is suspended and the student is placed on probation. *(Education Code 48919)*

The student shall submit a written request for a copy of the written transcripts and supporting documents from the district simultaneously with the filing of the notice of appeal with the County Board of Education. The district shall provide the student with

these documents witnin 10 school days following the student's written request. (Education Code 48919)

Post-Expulsion Placements

At the time an expulsion of a pupil is ordered, the governing board of the school district shall ensure that an educational program is provided to the pupil who is subject to the expulsion order for the period of the expulsion, but only to the extent funds are appropriated for this purpose in the annual Budget Act or other legislation or both. *(Education Code 48916.1)*

The Board shall refer expelled students to a program of study that meets all the following conditions: *(Education Code 48915, 48915.01)*

1. Is appropriately prepared to accommodate students who exhibit discipline problems.

2. Is not provided at a comprehensive middle, junior or senior high school or at any elementary school, unless the program is offered at a community day school established at such a site.

3. Is not housed at the school site attended by the student at the time of suspension

(cf. 6185 - Community Day School)

When the placement described above is not available, and when the County Superintendent Schools so certifies, students expelled for acts described in items #6 through #13 and #18 through 21 under "Grounds for Suspension and Expulsion" above may be instead referred to a program of study that is provided at another comprehensive middle, junior, or senior high school, or at an elementary school.

The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)

Readmission After Expulsion - Readmission procedures shall be as follows

1. On the date set by the Board when it ordered the expulsion, the district shall consider readmission of the student. *(Education Code 48916)*

2. The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.

7.2.83

ATTACHMENT #3

ADMINISTRATIVE GUIDELINES

SUSPENSION AND EXPULSION

OFFENSE – Ed. Code #48900	MINIMUM CONSEQUENCE	MAXIMUM CONSEQUENCE
48900 (k) – Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.	Alternative means of correction, 1-3 days suspension, &/or Saturday School.	3-5 days suspension &/or Saturday School
48900 (l) – Knowingly received stolen property or private property	3-5 days suspension, &/or Saturday School, report to police.	5-day suspension and recommendation for expulsion.
48900 (m) – Possessed and imitation firearm, i.e. replica of a firearm that it is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.	3-5 day suspension, report to police.	5-day suspension & recommendation for expulsion.
48900 (n) – Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.	3-5 day suspension, report to police.	5-day suspension & recommendation for expulsion.
48900 (o) – Harassed, threatened, or intimidated a pupil who is a complaining witness in a school disciplinary proceeding.	3-5 day suspension, report to police.	5-day suspension, recommendation for expulsion.
48900 (p) – Unlawfully offered, arranged to sell, negotiate to sell, or sold the prescription drug Soma.	3-5 day suspension, confiscation, report to police.	5-day suspension, police report, recommendation for expulsion.
48900 (q) – Engaged in, or attempted to engage in, hazing as defined in E.C. 48900 (q)	3-5 day suspension	5-day suspension, recommendation for expulsion
48900 (r) – Aiding and abetting the infliction of physical injury on another person.	3-5 day suspension, report to police.	5-day suspension, recommendation for expulsion.
48900 (s) – Causing or attempting to cause damage to school property, stealing or attempting to steal school property including computer information.	3-5 day suspension, report to police, possible recommendation for expulsion.	5-day suspension, police report, recommendation for expulsion.
48900 (.2) – Committed sexual harassment (Grades 4-12).	3-5 day suspension, police report, possible recommendation for expulsion.	5-day suspension, police report, recommendation for expulsion.
48900 (.3) – Attempted, threatened, caused, or participated in hate violence (Grades 4-12).	3-5 days suspension, police report, possible recommendation for expulsion.	5-day suspension, police report, recommendation for expulsion.

7.2.84

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 6111 (a)

INSTRUCTION

School Calendar

The Superintendent or designee shall recommend to the Governing Board a calendar for each school that will meet the requirements of law as well as the needs of the community, students and the work year as negotiated for all personnel.

(cf. 4143/4243 - Negotiations/Consultation)

The school calendar shall be negotiated in accordance with provisions of the Western Placer Teachers Association Agreement.

The school calendar shall show the beginning and ending ~~of~~ school dates, legal and local holidays, orientation meeting days, minimum days, number of teaching days, vacation periods, and other pertinent dates.

(cf. 6112 - School Day)
(cf. 6115 - Ceremonies and Observances)
(cf. 6117 - Year-Round Schedules)
(cf. 6118 - Weather-Related Schedules)
(cf. 6177 - Summer School)

As required by law, the district shall certify to the Superintendent of Public Instruction that the district offers 180 or more days of instruction per school year.

Staff development days shall not be counted as instructional days.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)

Notifications of the schedule of minimum days shall be sent to all parents/guardians at the beginning of the school year. If any minimum days are added to the schedule, the district shall notify the parents/guardians of the affected students as soon as possible and at least one month before the scheduled minimum day. *(Education Code 48980)*

(cf. 5145.6 - Parental Notifications)

If a school will be used as a polling place on an election day, the Board shall determine whether to continue school in session, designate the day for staff training and development or close the school to students and nonclassified staff. (Elections Code 12283)

(cf. 1400 - Relations Between Governmental Agencies and the Schools)
(cf. 5113 - Absences and Excuses)

7.2.85

Legal Reference:
EDUCATION CODE
37200-37202 School calendar
37220-37223 Holidays
37252-37253.5 Summer school
37300-37307 Year-Round School Demonstration Project
37600-37672 Continuous school programs: year-round schools, especially:
37618 School calendar
37700-37707 Four-day week
41422 Schools not maintained for 175 days
44579-44579.5 Instructional Time and Staff Development Reform Program
46200-46205 Incentives for longer instructional day and year
46206 Waiver
48980 Notice at beginning of term
ELECTIONS CODE
12283 School closures, election days

Management Resources:
WEB SITES
CDE: http://www.cde.ca.gov
Secretary of State's Office: http://www.ss.ca.gov

Adopted: 8/19/85
Reviewed: 8/1/95, 5/18/99
Revised: 8/4/98

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7.2.86

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 6142.1 (a)

INSTRUCTION

Family Life/Sex Education

The Governing Board recognizes that accurate information about family life and human sexuality may contribute to a decreased risk for sexually transmitted diseases or unintended pregnancies. The Board also recognizes that Human Immunodeficiency Virus (HIV) infection and Acquired Immune Deficiency Syndrome (AIDS) pose a public health crisis and that education is a necessary component for helping to slow the spread of this disease. The Board therefore desires to provide a well-planned sequence of instruction on comprehensive sexual health and HIV/AIDS prevention.

(cf. 6142.8 - Comprehensive Health Education)

The district's curriculum shall be based on medically accurate and factual information and shall help students understand the biological, psychological, social, moral and ethical aspects of human sexuality. The district's program shall comply with the requirements of law and administrative regulation and shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

(cf. 5141.22 - Infectious Diseases)
(cf. 5141.23 - Infectious Disease Prevention)
(cf. 5141.25 - Availability of Condoms)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

Parent/Guardian Notification and Excuse

At the beginning of each school year, or at the time of a student's enrollment, parents/guardians shall be notified about instruction in comprehensive sexual health education and HIV/AIDS prevention education, as well as research on student health behaviors and risks, planned for the coming year. The notice shall advise parents/guardians: (Education Code 48980, 51938)

7.2.87

INSTRUCTION

Family Life/Sex Education

1. That written and audiovisual educational materials to be used in comprehensive sexual health and HIV/AIDS prevention education are available for inspection

2. Whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by district personnel or outside consultants

3. That parents/guardians have a right to request a copy of Education Code 51930-51938

4. That parents/guardians may request in writing that their child not receive comprehensive sexual health or HIV/AIDS prevention education

(cf. 5145.6 - Parental Notifications)

The district may administer to students in grades 7-12 anonymous, voluntary and confidential research instruments, including tests and surveys, containing age-appropriate questions about their attitudes or practices relating to sex. Prior to administering such a survey or questionnaire, parents/guardians shall receive written notice that the survey is to be administered. Parents/guardians shall be given an opportunity to review the material and to request in writing that their child not participate. (Education Code 51938)

(cf. 5022 - Student and Family Privacy Rights)

Parents/guardians shall be asked to sign and return to the school an acknowledgment that they have received the notification.

Upon a written request from his/her parent/guardian, a student shall be excused from participating in comprehensive sexual health or HIV/AIDS prevention education or from participating in questionnaires or surveys regarding health behaviors and risks. While the instruction is being delivered or the survey instrument is being administered, an alternative educational activity shall be made available to the student. (Education Code 51939)

A student shall not be subject to disciplinary action, academic penalty or other sanction if the student's parent/guardian declines to permit the student to receive the instruction. (Education Code 51939)

7.2.88

INSTRUCTION

Family Life/Sex Education

Legal Reference:
EDUCATION CODE
48980 Notice at beginning of term
51202 Instruction in personal and public health and safety
51930-51939 Comprehensive Sexual Health and HIV/AIDS Prevention Education Act
HEALTH AND SAFETY CODE
1255.7 Parents surrendering physical custody of a baby
PENAL CODE
243.4 Sexual battery
261.5 Unlawful sexual intercourse
271.5 Parents voluntarily surrendering custody of a baby
UNITED STATES CODE, TITLE 20
1232h Protection of Student Rights
7906 Sex education

Management Resources:
CDE PUBLICATIONS
Health Framework for California Public Schools, 2003
CSBA PUBLICATIONS
Saving Lives: AIDS Issues for California Schools, 1994
WEB SITES
CDE: http://www.cde.ca.gov
California Department of Health Services: http://www.dhs.ca.gov
California Department of Social Services: http://www.dss.cahwnet.gov
Centers for Disease Control and Prevention: http://www.cdc.gov
California Healthy Kids Resource Center: http://www.hkresources.org
California Safe Schools Coalition: http://www.casafeschools.org

Adopted: 1994
Revised: 8/5/03
New - 1994/1995 School Year (Total District Policy Book Review)
Q: 6000\\bp6142.1

7.2.89

Family Life/Sex Education

Course Material/Instruction

In all sex education courses that discuss sexual intercourse, course material and instruction shall: *(Education Code 51553)*

1. Emphasize that abstinence from sexual intercourse is the only protection that is 100% effective against unwanted teenage pregnancy, sexually transmitted diseases and acquired immune deficiency syndrome (AIDS) when transmitted sexually.

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6142.2 - AIDS Prevention Instruction)

2. Be age appropriate.

3. Present factual information, including but not limited to medical, psychiatric, psychological, empirical and statistical statements, that is medically accurate.

   Medically accurate means verified or supported by research conducted in compliance with scientific methods and published in peer-review journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the Centers for Disease Control and Prevention.

4. When discussing contraception, stress that abstinence is the only contraceptive method which is 100% effective, and that all other methods of contraception carry a risk of failure in preventing unwanted teenage pregnancy. Statistics based on the latest medical information shall be provided to students citing the failure and success rate of condoms and other contraceptives in preventing pregnancy.

(cf. 5141.25 - Availability of Condoms)

5. Stress that sexually transmitted diseases are serious possible hazards of sexual intercourse. Students shall be provided with statistics based on the latest medical information citing the failure and success rates of condoms in preventing AIDS and other sexually transmitted diseases.

6. Include a discussion of the possible emotional and psychological consequences of preadolescent and adolescent sexual intercourse outside of marriage and the consequences of unwanted adolescent pregnancy.

7. Stress that students should abstain from sexual intercourse until they are ready for marriage.

8. Teach honor and respect for monogamous heterosexual marriage.

9. Advise students of the laws pertaining to their financial responsibility to children born in and out of wedlock.

10. Advise students of the provisions of Health and Safety Code 1255.7 and Penal Code 271.5, relating to parents and others who voluntarily surrender physical custody of a minor child 72 hours old or younger at a hospital emergency room or other designated location without being subject to prosecution for a violation of certain crimes such as child abandonment.

11. Advise students that it is unlawful pursuant to Penal Code 261.5 for males or females of any age to have sexual relations with males or females under the age of 18 to whom they are not married.

12. Emphasize that students have the power to control personal behavior. Students shall be encouraged to base their actions on reasoning, self-discipline, sense of responsibility, self-control, and ethical considerations such as respect for one's self and others.

13. Teach students how to say "no" to unwanted sexual advances. Teach students to not make unwanted physical and verbal sexual advances. Provide information about verbal, physical and visual sexual assault, including but not limited to nonconsensual sexual advances, nonconsensual physical sexual contact, and rape by an acquaintance, commonly referred to as "date rape." This course material and instruction shall contain methods of preventing sexual assault by an acquaintance, including exercising good judgment and avoiding behavior that impairs good judgment, and shall also encourage youth to resist negative peer pressure. This course material and instruction also shall inform students of the potential legal consequences of sexual assault by an acquaintance. Specifically, students shall be advised that it is unlawful to touch an intimate part of another person, as specified in subdivision (d) of Penal Code 243.4. Students also shall be taught that it is wrong to take advantage of, or to exploit, another person.

14. Be free of racial, ethnic and gender biases.

15. Teach students that it is wrong to take advantage of, or to exploit, another person.

At the secondary level, the family life/sex education program shall be placed in a course that is required for all students. Teachers who provide instruction in family life/sex education shall have professional preparation, either preservice or inservice, in the subject area.

Evaluation

The Superintendent or designee shall ensure that family life/sex education materials and instruction are continuously evaluated in light of information received from students, parents/guardians, and teachers or when new information pertinent to items #1-12 above becomes available. Such information may indicate what students learned, whether the program was workable for the teachers, and how the program could be improved.

Parent/Guardian Notification

At the beginning of the school year, parents/guardians shall be notified in writing about any instruction in which human reproductive organs and their functions, processes, or sexually transmitted diseases are described, illustrated, or discussed. In addition, before any instruction on family life, human sexuality, AIDS or sexually transmitted diseases is given, the parent/guardian shall be provided with written notice explaining that the instruction will be given and information stating the parents/guardian's right to request a copy of Education Code 51201.5 and 51553. If notice is sent home with students, parents/guardians shall be asked to sign and return to the school a slip indicating that they have read the notifications. If slips are not returned, parental approval shall be confirmed by telephone.

(cf. 5145.6 - Parental Notifications)

At the parent/guardian's request, any student may be excused from any part of family life/sex education instruction. *(Education Code 51240)*

The Superintendent or designee shall keep on file Education Code 51201.5, 51553, 51554, 51555. *(Education Code 51201.5, 51554, 51555)*

At the beginning of the school year, or at the time of a student's enrollment, the Superintendent or designee shall notify parents/guardians of any outside organization or guest speaker brought into the district to provide instruction on family life, human sexuality, AIDS or sexually transmitted diseases. This notification shall include the date of the instruction, the name of the organization or affiliation of each guest speaker and information regarding the parent/guardian's right to request a copy of Education Code 51201.5 and 51553. *(Education Code 51554)*

(cf. 6142.2 - AIDS Prevention Instruction)

If arrangements for this instruction are made after the beginning of the school year, the parents/guardians shall be notified no fewer than 10, and no more than 15, days before the instruction is delivered. *(Education Code 51554)*

This notification is required whether the guest speakers are brought in by the district to lecture, distribute information, show a videotape, act out, conduct an activity involving student participation or provide audio material in either a classroom or assembly. *(Education Code 51554)*

Parents/guardians shall also be notified in the manner described above prior to any instruction on family life, human sexuality, AIDS or sexually transmitted diseases at an assembly conducted by a district employee. *(Education Code 51554)*

(cf. 6144 - Controversial Issues)

If notice is sent home with the students, parents/guardians shall be asked to sign and return to the school a slip indicating that they have read the notification. If slips are not returned, parental approval shall be confirmed by telephone.

During the period of time that instruction described above is being delivered, the district shall provide an alternative educational activity to those students whose parents/guardians have requested that they not receive the instruction. *(Education Code 51554)*

A student shall not be subject to disciplinary action, academic penalty or other sanction if the student's parent/guardian declines to permit the student to receive the instruction. *(Education Code 51554)*

All materials used for the above instruction shall be available for inspection by parents/guardians at reasonable times and places prior to the onset of instruction. The above notification shall inform parents/guardians of their right to inspect these materials. *(Education Code 51550, 51820)*

Comprehensive Sexual Health Instruction

The district's sexual health education curriculum shall satisfy the following criteria: (Education Code 51931, 51933)

1. Instruction and materials shall be age appropriate.

   Age appropriate refers to topics, messages, and teaching methods suitable to particular ages or age groups of children and adolescents, based on developing cognitive, emotional, and behavioral capacity typical for the age or age group.

2. All factual information presented shall be medically accurate and objective. Medically accurate means verified or supported by research conducted in compliance with scientific methods and published in peer-reviewed journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the federal Centers for Disease Control and Prevention, the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists.

3. Instruction shall be made available on an equal basis to a student who is an English learner, consistent with the existing curriculum and alternative options for an English learner student, as otherwise provided in the Education Code.

(cf. 6174 - Education for English Language Learners)

4. Instruction and materials shall be appropriate for use with students of all races, genders, sexual orientations, ethnic and cultural backgrounds, and students with disabilities.

5. Instruction and materials shall be accessible to students with disabilities, including, but not limited to, the provision of a modified curriculum, materials and instruction in alternative formats, and auxiliary aids.

6. Instruction and materials shall encourage a student to communicate with his/her parents/guardians about human sexuality.

7. Instruction and materials shall teach respect for marriage and committed relationships.

8. Instruction and materials may not teach or promote religious doctrine.

9. Instruction and materials may not reflect or promote bias against any person on the basis of any category protected by Education Code 220.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)

10. Beginning in grade 7, instruction and materials shall teach that abstinence from sexual intercourse is the only certain way to prevent unintended pregnancy, teach that abstinence from sexual activity is the only certain way to prevent sexually transmitted diseases, and provide information about the value of abstinence while also providing medically accurate information on other methods of preventing pregnancy and sexually transmitted diseases.

11. Beginning in grade 7, instruction and materials shall provide information about sexually transmitted diseases. This instruction shall include how sexually transmitted diseases are and are not transmitted, the effectiveness and safety of all federal Food and Drug Administration (FDA) approved methods of reducing the risk of contracting sexually transmitted diseases, and information on local resources for testing and medical care for sexually transmitted diseases.

12. Beginning in grade 7, instruction and materials shall provide information about the effectiveness and safety of all FDA-approved contraceptive methods in preventing pregnancy, including, but not limited to, emergency contraception.

(cf. 5141.25 - Availability of Condoms)

13. Beginning in grade 7, instruction and materials shall provide students with skills for making and implementing responsible decisions about sexuality.

(cf. 5146 - Married/Pregnant/Parenting Students)

14. Beginning in grade 7, instruction and materials shall provide students with information on the law on surrendering physical custody of a minor child 72 hours or younger, pursuant to Health and Safety Code 1255.7 and Penal Code 271.

(cf. 6143 - Courses of Study)

HIV/AIDS Prevention Instruction

HIV/AIDS prevention instruction shall be offered at least once in junior high or middle school and once in high school by instructors trained in the appropriate courses. Instruction shall accurately reflect the latest information and recommendations from the United States Surgeon General, the federal Centers for Disease Control and Prevention, and the National Academy of Sciences and shall include: (Education Code 51934)

1. Information on the nature of HIV/AIDS and its effects on the human body.

2. Information on the manner in which HIV is and is not transmitted, including information on activities that present the highest risk of HIV infection.

3. Discussion of methods to reduce the risk of HIV infection, including:

a. Emphasis that sexual abstinence, monogamy, the avoidance of multiple sexual partners and abstinence from intravenous drug use are the most effective means for HIV/AIDS prevention.

b. Statistics based upon the latest medical information citing the failure and success rates of condoms and other contraceptives in preventing sexually transmitted HIV infection.

c. Information on other methods that may reduce the risk of HIV transmission from intravenous drug use.

4. Discussion of the public health issues associated with HIV/AIDS.

5. Information on local resources for HIV testing and medical care.

6. Development of refusal skills to assist students in overcoming peer pressure and using effective decision-making skills to avoid high-risk activities.

7. Discussion about societal views on HIV/AIDS, including stereotypes and myths regarding persons with HIV/AIDS. This instruction shall emphasize compassion for persons living with HIV/AIDS.

7.2.96

In-Service Training and Use of Consultants

The Superintendent or designee shall cooperatively plan and conduct in-service training for all district personnel who provide HIV/AIDS prevention education, through regional planning, joint powers agreements or contract services. (Education Code 51935)

In developing and providing in-service training, the Superintendent or designee shall cooperate and collaborate with the teachers who provide HIV/AIDS prevention education and with the California Department of Education. (Education Code 51935)

The district shall periodically conduct in-service training to enable district personnel to learn new developments in the scientific understanding of HIV/AIDS. In-service training shall be voluntary for district personnel who have demonstrated expertise or received in-service training from the California Department of Education or federal Centers for Disease Control and Prevention. (Education Code 51935)

The Superintendent or designee may expand HIV/AIDS in-service training to cover the topic of comprehensive sexual health education for district personnel teaching sexual health education to learn new developments in the scientific understanding of sexual health. (Education Code 51935)

The Superintendent or designee may contract with outside consultants with expertise in comprehensive sexual health or HIV/AIDS prevention education, including those who have developed multilingual curricula or curricula accessible to persons with disabilities, to deliver the instruction or to provide training for district personnel. (Education Code 51936)

Adopted: 5/7/96
Revised: 5/18/99, 5/2/00, 8/5/03
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