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

MEMBERS OF THE GOVERNING BOARD

Karen Roberts, President
Paul Long, Vice President
Marcia Harris, Clerk
Earl Mentze, Member
Nels V. Tahti, 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,
Linda Pezanoski, Principal, Sheridan Charter School
John Bliss, Principal, Carlin C. Coppin Elementary School
Ken Gammelgard , Principal, Creekside Oaks Charter Elementary School
Susan Taxara, Vice Principal, Creekside Oaks Charter Elementary School
Ruben Ayala, Principal, First Street School/District Bilingual Coordinator
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, Principal, LHSN
Stacy Brown, Vice Principal, Lincoln High School/Glen Edwards Middle School
John Wyatt, Principal, Phoenix High School, Adult Ed.
Tracy Murphy, Director, Special Education
Trudy Wilson, Director, Business Services
Frank Nichols, Director of Maintenance and Facilities
Bob Nelson, Transportation Coordinator
Jeff Dardis, Food Service Director
Chuck Youtsey, Technology Coordinator

STUDENT ENROLLMENT

School	3/28/03	4/25/03
Sheridan Charter School (K-8)	149	149
Sheridan School Independent Study (SSIS)	31	31
First Street School	570	577
Carlin C. Coppin Elementary (K-5)	506	508
Creekside Oaks Elementary (K-5)	669	662
Glen Edwards Middle (6-8)	896	897
Lincoln High School/Lincoln North	932	936
Phoenix High School	58	52
PCOE Home School	10	10
TOTAL:	3821	3822

Phoenix Infant/Toddler	23	Kindergarten Readiness:	32
Preschool/Head Start			
First & J Streets	22		
Sheridan Program	22		
Carlin Coppin Program	22		
Adult School			
Citizenship/ESL	127		
Evening Classes			
Adult Ed. Child Care	-0-		

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.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
MAY 6, 2003, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS BUILDING
790 "J" STREET, LINCOLN, CA

2002-2003 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.

AGENDA

6:15 P.M. OPEN SESSION - Administrative Conference Room – D.O.

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

6:20 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 # 02/03 (Y)

b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (Z)

c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (AA)

d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (BB)

e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (CC)

3. ADJOURN TO OPEN SESSION

7:00 P.M. OPEN SESSION - Performing Arts Building, Lincoln High School

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

2.1 Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (Y)

2.2 Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (Z)

2.3 Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (AA)

2.4 Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (BB)

2.5 Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (CC)

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 April 1, 2003, and Special Meeting of March 25, 2003

4.2 Approval of Warrants

4.3 Ratification of Personnel Items
a. Certificated:
b. Classified:
>Ratification of Employment:
>Ratification of Classified Resignation: Karla Ingwersen, School Clerk I, GEMS; Sherry Boone, Kitchen Helper, FSS

4.4 Approve Removal and Disposal of 1972 Dodge Van from the Inventory List

4.5 Ratification of the Proposal from Economic & Planning Systems to Prepare a Strategic Facility Financial Master Plan for the Western Placer Unified School District

4.6 Approval of Resolution 02/03.33 to Designate the Western Placer Unified School District's Representative and Alternate to the School Insurance Group Joint Powers Board

4.7 Approval of Resolution 02/03.37 A Resolution to Eliminate Regional Occupational Programs from any Categorical Block Grant

4.8 Report of Disclosure Requirements for Quarterly Reports of Investments

4.9 Ratification of API Expenditures, LHS and Sheridan

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 – Heather Wellendorf, Lincoln High School
6.2 Western Placer Teacher's Association – Mike Agrippino
6.3 Western Placer Classified Employee Association – Nancy Griffin
6.4 Superintendent
6.5 Assistant Superintendent(s)
- 6.5.1 Jay M. Stewart
  - a. Facilities Update
  - b. Status of FY 2002-03 Budget
- 6.5.2 Scott Leaman
  - a. Program Focus Area: STAR Preparation
- 6.5.3 Bob Noyes, Personnel Director
  - a. Update on 2002/03 Personnel

7. PUBLIC HEARING

7.1 (IMF) INSTRUCTIONAL MATERIALS FUNDING FOR ADEQUATE MATERIALS

•A public hearing will discuss if each student has sufficient textbooks and instructional materials consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education.

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 (A) **APPROVAL OF RESOLUTION #02/03.38 A RESOLUTION REGARDING ADEQUATE INSTRUCTIONAL MATERIALS FUNDING– Leaman** *(02/03 G &O, Component II)*

•After a public hearing, the board will consider a resolution to notify the State that adequate textbooks and instructional materials have been made available to students of Western Placer Unified School District for 2002-03 school year.

8.2 (I/D) **PRELIMINARY 2003/2004 BUDGET PROJECTION - Stewart** *(02/03 G &O, Components V)*

•Being presented is a preliminary projection for the FY 2003-04 General Fund budget. The assumptions supporting this projection, and the proposed process for addressing the deficit, will be presented to the Board of Trustees. Pending the Governor's May revise, this projection could change significantly.

8.3 (D) **OPPORTUNITY FOR COMMUNITY AND TEACHERS TO ADDRESS THE BOARD IN REGARD TO THE 2003/04 BUDGET DEVELOPMENT - Roberts** *(02/03 G &O, Components V)*

•The Board of Trustees will give opportunity for community members and teachers to address them in regard to the 2003-2004 budget development.

8.4 (D/A) **APPROVE JOINT-USE AGREEMENTS BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE CITY OF LINCOLN – Stewart** *(02/03 G &O, Components V)*

•Three joint-use agreements are being submitted for approval (1) a general agreement for future use of school facilities and city parks, (2) joint-use agreement supporting the operation of the multi-use facilities at the Twelve Bridges Elementary, and (3) joint-use agreement supporting the operation of the multi-use facilities at Foskett Ranch Elementary. (NOTE: 3 SEPARATE ACTIONS REQUESTED)

8.5 (D/A) **APPROVAL OF REVISIONS TO THE PLACER NEVADA SELPA (SPECIAL EDUCATION LOCAL PLAN AREA) AND ASSURANCE STATEMENT – Yohe/Leaman** *(02/03 G &O, Components III)*

• Being submitted for approval are revisions to the Placer Nevada SELPA local plan and assurance statement. Western Placer Unified School District is a member of the Placer Nevada Special Education Local Plan Area.

8.6 (D/A) **ADOPTION OF REVISED BP/AR 6174 EDUCATION FOR ENGLISH LEARNERS Leaman** *(02/03 G &O, Components II)*

•Recently, an all-day meeting was held with teacher representatives from each site to align our English Learner Policies with current programs and assessments. Based on their input, suggested revisions to Board Policy and Administrative Regulation 6174 are being submitted for approval.

8.7 (I/D) **HORIZON INSTRUCTIONAL SYSTEMS' INTERNAL REVIEW - Stewart** *(02/03 G &O, Components V)*

•Being submitted are the findings and recommendations generated from the Horizon Instructional Systems Internal Management Review.

8.8 (D/A) **APPROVAL OF RESOLUTION # 02/03.34 OF THE BOARD OF TRUSTEES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT ESTABLISHING COMMUNITY FACILITIES DISTRICT NO. 2, CALLING AN ELECTION FOR THE APPROVAL OF THE SPECIAL TAX AND AUTHORIZING BONDED INDEBTEDNESS TO THE QUALIFIED ELECTORS OF COMMUNITY FACILITIES DISTRICT NO. 2 AND ESTABLISHING AN APPROPRIATION LIMIT - Stewart** *(02/03 G &O, Components V)*

•This resolution establishes the intent to create Community Facilities District No. 2, the calling of an election for the approval to levy a special tax, and to authorize a bonded indebtedness on the developed parcels.

8.9 (D/A) APPROVAL OF RESOLUTION 02/03.35 DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD ON MAY 6, 2003 - Stewart *(02/03 G &O, Components V)*

•This resolution declares the results of the landowner election authorizing the levy of a special tax and bonded indebtedness.

8.10 (D/A) APPROVAL OF RESOLUTION 02/03.36 ADOPTING AN ORDINANCE LEVYING AND APPORTIONING THE SPECIAL TAX IN TERRITORY WITHIN THE BOUNDARIES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICT NO. 2 AS PROVIDED IN RESOLUTION NO. 02/03.34 - Stewart *(02/03 G &O, Components V)*

•This resolution implements the special tax for CFD No. 2 and authorizes the bonded indebtedness.

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.

- Marketing/public relations/public engagement
- Relationship with Sierra Community College
- Aquatic Center (Added 3/6/01)
- Horizon Instructional Systems Charter Renewal (Added 12/3/02

9.2 REPORT ON SCHOOL DISTRICT AND CITY OF LINCOLN PLANNING MEETINGS – Tahti/Mentze

9.3 REPORT ON CHILD NUTRITION AND PHYSICAL ACTIVITY ADVISORY COMMITTEE SATURDAY WORKSHOP – Harris

9.4 REPORT ON NATIONAL SCHOOL BOARDS CONFERENCE IN SAN FRANCISCO - Roberts

10. ESTABLISHMENT OF NEXT MEETING (S)

- The President will establish the following meeting(s):
  >May 20, 2003, 7:00 p.m. Lincoln High School Library

11. ADJOURNMENT OF MEETING

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: 5/1/03
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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: **May 6, 2003**
TIME: **6:15 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**

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 # 02-03 Y

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

REQUESTED BY:
John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:
May 6, 2003

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 Y

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

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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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 # 02-03 Z

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

REQUESTED BY:
John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:
May 6, 2003

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 Z

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

2.1

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. 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 # 02-03 AA

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

REQUESTED BY:
John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:
May 6, 2003

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 AA

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

2.3

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.
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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 # 02-03 BB

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

REQUESTED BY:
John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:
May 6, 2003

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 BB

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

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

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 # 02-03 CC

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

REQUESTED BY:
John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:
May 6, 2003

BACKGROUND:
The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 CC

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

2.5

SPECIAL ORDER OF BUSINESS

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

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:
Approval of Minutes

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Roger R. Yohe,
Superintendent

ENCLOSURES:
Minutes

MEETING DATE:
May 6, 2003

BACKGROUND:

Being submitted for approval are the minutes of regular meetings April 1, 2003, and special meeting of March 25, 2003.

SUPERINTENDENT'S RECOMMENDATION:

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

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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 (UP)___
2. Fosters a safe, caring environment where individual differencesare 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, localgovernment, 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:
Board Members Only

MEETING DATE:
May 6, 2003

BACKGROUND:

Being submitted for approval are the warrants paid since the April 1, 2003 Board of Trustee Meeting.

SUPERINTENDENT'S RECOMMENDATION:

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

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4.7

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 Resignations

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
May 6, 2003

BACKGROUND:

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

Karla Ingwersen, School Office Clerk I - GEM
Sherry Boone, Kitchen Helper - FSS

SUPERINTENDENT'S RECOMMENDATION:

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

Boardfactsheet.doc

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:

Remove and Dispose of 1972 Dodge Van from the Inventory List.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

The age and condition of the above-referenced vehicle make it no longer cost effective to repair and maintain. The vehicle will be donated as-is to the Sierra Children's Home or similar entity.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees remove and dispose of 1972 Dodge Van from the inventory list.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

TRANSPORTATION DEPARTMENT

APRIL 4, 2003

TO: JAY STEWART

ITEM AGENDA: TO REMOVE AND DISPOSE OF SAID VEHICLE FROM SCHOOL"S VEHICLE INVENTORY LIST AND POSSIBLE DISPOSE OF SAID VEHICLE BY DONATING IT TO THE SIERRA CHILDREN"S HOME CAR PROGRAM, OR ANY OTHER DONATION PROGRAM.

(YEAR) 1972

(MAKE) DODGE

(TYPE) VAN

(I.D. #) B36BE2U533601

(LIC. #) 590981

VEHICLE IS CURRENTLY BEING USED BY THE HIGH SCHOOL CUSTODIANS WHENEVER IT RUNS, THIS VAN WILL BE REPLACED BY A NEWER VAN THAT TRANSP. WILL NOT BE USING ANYMORE. SAID VEHICLE IS IN NEED OF MAJOR WORK AND REPAIRS, THE VAN IS NOT WORTH THAT KIND OF MONEY SPENT FOR REPAIRS ECT.

TRANSP. DEPT.
CARL EVANS

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 the Proposal from Economic & Planning Systems to Prepare a Strategic Facility Financial Master Plan for the Western Placer Unified School District.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

The attached proposal authorizes Economic & Planning Systems to assist the District in developing and refining its Strategic Facility Financial Master Plan. This proposal is in support of the Board of Trustees initiative to develop a flexible plan for managing and projecting the Districts current and future facility assets. The initial budget for this plan is $10,000 which will be paid out of the Capital Facilities Fund.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the proposal from Economic & Planning Systems to prepare a Strategic Facility Financial Master Plan for the Western Placer Unified School District.

4.5

Economic &
Planning Systems

Public Finance
Real Estate Economics
Regional Economics
Land Use Policy

April 7, 2003

Mr. Jay Stewart
Assistant Superintendent
Western Placer Unified School District
Business and Support Services
810 J Street
Lincoln, CA 95648

SUBJECT: Proposal to Prepare a Strategic Facility Financial Master Plan for Western Placer Unified School District; EPS #13483

Dear Jay:

Economic & Planning Systems (EPS) has previously assisted the District by creating two Mello-Roos Community Facilities Districts to fund school facilities and has provided analyses of Environmental Impact Documents. We are pleased to be able to continue our work with the District with this proposal to provide the District with a Strategic Facility Financial Master Plan.

Scope of Services

The District needs to know the number and timing of students coming from new development and also needs to know the funding sources for the new schools. EPS will provide a Strategic Facility Financial Master Plan document with the following features:

- Student Generation Rate (SGR) Study. EPS will analyze selected neighborhoods in the District to generate the SGR for single and multi-family housing.
- Development Projections. EPS will use information from the District, City of Lincoln, Placer county, and developers to project the quantity and phasing of new development.
- Financial Analysis. EPS will create cash flow tables that include anticipated revenues and expenses.

The Strategic Facility Financial Master Plan is expected to be a dynamic document that will be updated frequently. EPS will provide Excel spreadsheets to the District for District use.

Budget

The above work will be identified as **Task 1** and the total amount of work cannot be determined at this time. EPS proposes an initial budget of $10,000 with future budget

SACRAMENTO
1750 Creekside Oaks Drive, Suite 290
Sacramento, CA 95833-3647
www.epsys.com
phone: 916-649-8010
fax: 916-649-2070

BERKELEY
phone: 510-841-9190
fax: 510-841-9208

DENVER
phone: 303-623-3557
fax: 303-623-9049

adjustments as needed to complete the work. EPS fees are based on a direct cost (hourly rates and direct expenses) not-to-exceed basis. Therefore you would only be charged for the work that we actually complete up to the specific authorized budget.

Schedule

Assuming the project moves forward without delays, we anticipate that twelve (12) weeks will be required to complete this project from the time we receive your authorization to begin work to delivery of the final report. EPS will provide a draft report that includes student generation rates and development by Week 6. The financial analysis to be included in the second draft of the report will be delivered to you during Week 8. The final report and spreadsheets can be completed within four (4) weeks of receiving your edits to the second draft.

If this proposal meets with your approval, please sign and return one copy of this letter agreement. Our Standard Terms and Conditions are attached as part of this agreement. If you have any questions or comments, please call us at (916) 649-8010.

Thank you for the opportunity to work with you on this project. We look forward to hearing from you.

Sincerely,

ECONOMIC & PLANNING SYSTEMS, INC.

Tim R. Youmans
Managing Principal

Paul D. Woods
Vice President

/ms
Enc.

Approved:

Western Placer Unified School District

4/15/03
Date

P.O. 33284

4.5.7

ATTACHMENT A

STANDARD TERMS AND CONDITIONS

1. AUTHORITY.

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

2. INDEPENDENT CONTRACTOR.

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

3. INSURANCE.

CONSULTANT shall maintain the following insurance:

- Workers Compensation as required by law;
- General Liability insurance policy of $1,000,000 for personal injury and property damage;
- Auto Liability insurance of $1,000,000, combined single limit for bodily injury and property damage covering all vehicles including hired cars, owned and non-owned vehicles;
- Errors and Omissions/Professional Services Liability insurance in the amount of $1,000,000.

4. PERSONNEL.

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

5. INTEREST OF CONSULTANT.

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

11. COMPENSATION FOR TESTIMONY AND PREPARATION THEREOF.

If any legal action is brought in connection with the Agreement, other than an action that is solely the result of the incompetence or malfeasance by CONSULTANT, by or against a third party, and CLIENT requests that Consultant or a Subconsultant, (or if CONSULTANT or a Subconsultant is otherwise required) to testify, provide information, produce materials or otherwise spend time on such action, then CLIENT shall pay CONSULTANT or Subconsultant for time expended at their standard rates then in effect, plus advance all related expenses and costs, including, but not limited to, reasonable attorneys' fees. Such compensation shall be in addition to the maximum charge for services defined in the Agreement.

12. TERMINATION OF AGREEMENT.

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

13. INDEMNIFICATION/LIMITATION OF LIABILITY.

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

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

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 02/03.33 to Designate the Western Placer Unified School District's Representative and Alternate to the School Insurance Group Joint Powers Board.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

The attached resolution designates Trudy Wilson as the District's representative and Jay M. Stewart as the alternate to the School Insurance Group Joint Powers Board.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 02/03.33 to designate the Western Placer Unified School District's representative and alternate to the School Insurance Group Joint Powers Board.

4.6

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Resolution No. 02/03.33

A RESOLUTION BEFORE THE)
GOVERNING BOARD OF THE)
WESTERN PLACER UNIFIED)
SCHOOL DISTRICT DESIGNATING)
REPRESENTATIVE AND ALTERNATE)
TO SCHOOL INSURANCE GROUP)
JOINT POWERS BOARD)

The following RESOLUTION was duly passed and adopted by the Board of Trustees of the above entitled district at a regular meeting held on the 6th day of May, 2003, by roll call vote.

AYES:
NOES:
ABSENT:

WHEREAS, this Agency is a Participating Agency of the Schools Risk and Insurance Management Group (SIG), and agencies; and

WHEREAS, the Bylaws of SIG state in part: "Each participating agency shall delegate one representative as a member of the Joint Powers Board, and one alternate to serve in the absence of the representative. Such appointment shall be by resolution of the Governing Board of the Agency." And

NOW, THEREFORE BE IT RESOLVED, that the Governing Board hereby designates the following individuals as the Representative and the Alternate to the School Insurance Group Joint Powers Board:

REPRESENTATIVE: Trudy Wilson, Director, Business Services

ALTERNATE: Jay M. Stewart, Assistant Superintendent, Business Services

THE FOREGOING RESOLUTION was duly passed by the Governing Board of the Western Placer Unified School District on the 6th day of May 2003.

_____
President of the Board

ATTEST:

_____
Clerk

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, localgovernment, 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:
Approval of Resolution #02/03.37, A Resolution To Eliminate Regional Occupational Programs From any Categorical Block Grant

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
Resolution

MEETING DATE:
May 6, 2003

BACKGROUND:

At the request of Bud Nobili, County Superintendent of Schools, the Board of Trustees will consider approval of this resolution, which will indicate the district's support to eliminate regional occupational programs from any categorical block grant, and help preserve the excellent ROP programs currently offered to our students.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 02/03.37 as submitted.

Eva\h:\wpfiles\Board\format6

Placer County Office of Education
360 Nevada Street
Auburn, CA 95603

530.889.8020
530.888.1367 FAX
www.placercoe.k12.ca.us

Alfred "Bud" Nobili
Superintendent of Schools

Ron Andrade, Ed.D.
Deputy Superintendent
Instructional Services

Larry Mozes, Ed.D.
Assistant Superintendent
Special Education

Maureen Burness
Assistant Superintendent
Placer/Nevada SELPA

Joan E. Kingery
Assistant Superintendent
Business Services

Randi Scott
Executive Director
49er R.O.P.

Jill Harper
Executive Director
Development Programs

Thomas Hall
Executive Director
Technology & Human Resources

Debi Pitta
Executive Director
Professional Development

April 10, 2003

Roger Yohe, Superintendent
Western Placer Unified School District
810 "J" Street
Lincoln, CA 95648

Dear Roger:

Please consider presenting the enclosed resolution to your Board of Trustees at your next Board meeting. The resolution will indicate your district's support to eliminate regional occupational programs from any categorical block grant and help preserve the excellent ROP programs currently offered to your students.

I am very concerned that the Governor has proposed to cut the funding to ROPs in California by 12 percent. This will greatly impact the programs and services that 49er ROP now provides to your students. Even worse, it calls for inclusion of ROP funding with 63 other programs in a categorical block grant. The proposal also mandates a halt to enrolling anyone under the age of sixteen. Although a small number are enrolled, Placer County special needs students truly benefit by enrolling in ROP courses at the age of fifteen – giving them a jumpstart on career preparation.

Please remember: ROPs were formed initially because school districts were unable to adequately meet the career-technical education needs of their students or local business and industry; ROPs are the primary courses that connect students to employment and reduction in these courses will have significant impact on our local businesses; and finally, ROP programs are offered on a regional basis as there may not be enough students at any one high school to justify a course. Loss of this program will reduce the number of students entering the workforce with employability and technical skills.

Thank you for considering the enclosed resolution for your Board of Trustees adoption.

Sincerely,

Alfred D Nobili

ALFRED D. NOBILI
COUNTY SUPERINTENDENT OF SCHOOLS

ADN/ma

County Board of Education
Don Brophy
Rich Colwell
Norman Fratis, Jr.
Scott Gnile
Carole Onorato
Kenneth Sahl
E. Ken Tokutomi

An Equal
Opportunity Employer

4.7.1

Before The Board of Trustees
Western Placer Unified School District

IN THE MATTER OF: A RESOLUTION TO ELIMINATE REGIONAL OCCUPATIONAL PROGRAMS FROM ANY CATEGORICAL BLOCK GRANT

RESOLUTION NO. 02/03.37

The following Resolution was duly passed and adopted by the Western Placer unified School District at a regular meeting held on May 6, 2003 by the following vote on roll call:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Signed and approved by me after its passage.

_____
PRESIDENT
Board of Trustees

ATTEST:

_____
SECRETARY/CLERK

WHEREAS, California regional occupational programs are an integral part of California's career technical preparation and workforce development efforts,

WHEREAS, regional occupational programs are a major resource necessary to address the need for a highly skilled, diverse workforce in both the k-adult educational system and local community economies,

WHEREAS, regional occupational programs provide qualified students with an opportunity to attend career education and technical regardless of the geographical location of their residence,

WHEREAS, regional occupational programs coordinate employment and support services to high school students by combining state and federal resources to maximize service delivery,

WHEREAS, regional occupational programs offer cost-effective training and education without duplicating administrative and overhead costs of to the district,

WHEREAS, regional occupational programs offer a broader curriculum than our individual district could offer, and

4.1.2

WHEREAS, the students of the (School District name) benefit from a wide array of career technical preparation courses offered by Placer County Office of Education, 49er Regional Occupational Program.

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Western Placer Unified School District does hereby encourage Governor Gray Davis and the California Legislature to keep regional occupational programs out of any categorical block grant.

BE IT FURTHER RESOLVED, that the Board of Trustees of the Western Placer Unified School District encourages all its community members to support keeping regional occupational programs out of any categorical block grant.

I, Marcia Harris, Clerk of the Western Placer Unified School District, Board of Trustees, Lincoln, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by said Board at a regular meeting and the resolution is on file in the office of said Board.

_____ _____

Marcia Harris, Clerk Date

Resolution.rop

4.7.3

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.
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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:

May 06, 2003

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.

4.8

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer

COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of JANUARY 31, 2003

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

January 31, 2003

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 630 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by $197,275,067.26 in cash and investments maturing in the next 180 days.

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Summary
January 31, 2003

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	19,948,711.89	20,290,625.00	20,000,000.00	2.85	701	309	3.503	3.551
Federal Agency Coupons	383,299,163.35	387,537,572.92	382,620,000.00	54.78	1,144	889	3.363	3.409
Medium Term Notes	177,563,410.22	181,466,253.04	175,648,000.00	25.38	970	505	4.466	4.528
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	1.21	501	192	3.597	3.646
Small Business Administration Loans	1,442.98	1,442.98	1,442.98	0.00	263	48	5.028	5.098
Commercial Paper Disc. -Amortizing	110,338,899.03	110,338,898.99	110,450,000.00	15.77	50	26	1.333	1.352
Investments	**699,651,627.47**	**708,134,792.93**	**697,219,442.98**	**100.00%**	**907**	**630**	**3.329**	**3.376**
Cash								
Passbook/Checking (not included in yield calculations)	18,413,624.28	18,413,624.28	18,413,624.28		1	1	0.000	0.000
Total Cash and Investments	**718,065,251.75**	**726,548,417.21**	**715,633,067.26**		**907**	**630**	**3.329**	**3.376**

Total Earnings	January 31 Month Ending	Fiscal Year To Date
Current Year	2,015,389.81	13,403,993.92
Average Daily Balance	**749,044,345.07**	**665,826,075.12**
Effective Rate of Return	**3.17%**	**3.42%**

Arla J. Huckaby 2-07-03

ARLA J. HUCKABY, INVESTMENT OFFICER

PLACER COUNTY 2002/2003
Investment Purchases Report
Sorted by Purchase Date
January 1, 2003 - January 31, 2003

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
36380MN35	02211	1010	ACP	GALCAP	44,500,000.00	01/02/2003	01/03 - At Maturity	44,498,343.61		1.340	01/03/2003	1.359	0.00
36380MN68	02212	1010	ACP	GALCAP	45,500,000.00	01/03/2003	01/06 - At Maturity	45,495,222.50		1.260	01/06/2003	1.278	0.00
67983UND1	02214	1010	ACP	OLDLIN	15,000,000.00	01/06/2003	01/13 - At Maturity	14,996,266.67		1.280	01/13/2003	1.298	0.00
90262DN76	02213	1010	ACP	UBSF	47,500,000.00	01/06/2003	01/07 - At Maturity	47,498,390.28		1.220	01/07/2003	1.237	0.00
07986MN91	02218	1010	ACP	BELLS	5,491,000.00	01/07/2003	01/09 - At Maturity	5,490,627.83		1.220	01/09/2003	1.237	0.00
85788LNH1	02217	1010	ACP	STEAM	9,350,000.00	01/07/2003	01/17 - At Maturity	9,346,727.50		1.260	01/17/2003	1.278	0.00
90262DN84	02215	1010	ACP	UBSF	25,000,000.00	01/07/2003	01/08 - At Maturity	24,999,180.56		1.180	01/08/2003	1.196	0.00
92646LNF3	02216	1010	ACP	VICTOR	10,000,000.00	01/07/2003	01/15 - At Maturity	9,997,088.89		1.310	01/15/2003	1.329	0.00
36380MN92	02219	1010	ACP	GALCAP	25,500,000.00	01/08/2003	01/09 - At Maturity	25,499,142.92		1.210	01/09/2003	1.227	0.00
90262DNA9	02220	1010	ACP	UBSF	23,500,000.00	01/09/2003	01/10 - At Maturity	23,499,170.97		1.270	01/10/2003	1.288	0.00
90262DND3	02221	1010	ACP	UBSF	26,000,000.00	01/10/2003	01/13 - At Maturity	25,997,356.67		1.220	01/13/2003	1.237	0.00
85520MNE9	02222	1010	ACP	SBIRD	38,000,000.00	01/13/2003	01/14 - At Maturity	37,998,659.44		1.270	01/14/2003	1.288	0.00
90327QCN7	02223	1010	MTN	USAA	5,000,000.00	01/13/2003	03/30 - 09/30	5,074,250.00	14,345.83	3.130	12/15/2005	2.622	5,087,325.39
27003LNG4	02226	1010	ACP	EAGLE	13,000,000.00	01/14/2003	01/16 - At Maturity	12,999,090.00		1.260	01/16/2003	1.278	0.00
90262DNF8	02225	1010	ACP	UBSF	10,000,000.00	01/14/2003	01/15 - At Maturity	9,999,658.33		1.230	01/15/2003	1.247	0.00
93884FNF5	02224	1010	ACP	WGL	22,600,000.00	01/14/2003	01/15 - At Maturity	22,599,209.00		1.260	01/15/2003	1.278	0.00
5705X5NG2	02227	1010	ACP	MKTS	49,000,000.00	01/15/2003	01/16 - At Maturity	48,998,257.78		1.280	01/16/2003	1.298	0.00
85520MNH2	02228	1010	ACP	SBIRD	21,000,000.00	01/16/2003	01/17 - At Maturity	20,999,270.83		1.250	01/17/2003	1.267	0.00
82434UNM5	02231	1010	ACP	SHW	5,000,000.00	01/16/2003	01/21 - At Maturity	4,999,152.78		1.220	01/21/2003	1.237	0.00
89673SNH6	02230	1010	ACP	TRIPLE	10,000,000.00	01/16/2003	01/17 - At Maturity	9,999,652.78		1.250	01/17/2003	1.267	0.00
90262DNH4	02229	1010	ACP	UBSF	27,000,000.00	01/16/2003	01/17 - At Maturity	26,999,062.50		1.250	01/17/2003	1.267	0.00
36380MNP6	02234	1010	ACP	GALCAP	7,238,000.00	01/17/2003	01/23 - At Maturity	7,236,480.02		1.260	01/23/2003	1.278	0.00
89152FNM3	02233	1010	ACP	TOTCPP	20,000,000.00	01/17/2003	01/21 - At Maturity	19,997,377.78		1.180	01/21/2003	1.197	0.00
90262DNM3	02232	1010	ACP	UBSF	40,500,000.00	01/17/2003	01/21 - At Maturity	40,494,645.00		1.190	01/21/2003	1.207	0.00
36380MNN1	02235	1010	ACP	GALCAP	27,000,000.00	01/21/2003	01/22 - At Maturity	26,999,055.00		1.260	01/22/2003	1.278	0.00
53127UNN6	02236	1010	ACP	LIBST	25,000,000.00	01/21/2003	01/22 - At Maturity	24,999,125.00		1.260	01/22/2003	1.278	0.00
27003LNP4	02238	1010	ACP	EAGLE	27,000,000.00	01/22/2003	01/23 - At Maturity	26,999,047.50		1.270	01/23/2003	1.288	0.00
36380MNP6	02237	1010	ACP	GALCAP	25,000,000.00	01/22/2003	01/23 - At Maturity	24,999,118.06		1.270	01/23/2003	1.288	0.00
85520MNQ2	02239	1010	ACP	SBIRD	28,165,000.00	01/23/2003	01/24 - At Maturity	28,164,006.40		1.270	01/24/2003	1.288	0.00
90262DNQ4	02240	1010	ACP	UBSF	46,000,000.00	01/23/2003	01/24 - At Maturity	45,998,390.00		1.260	01/24/2003	1.278	0.00
02665KNT0	02241	1010	ACP	AMHDAF	44,000,000.00	01/24/2003	01/27 - At Maturity	43,995,710.00		1.170	01/27/2003	1.186	0.00
85788LNW8	02242	1010	ACP	STEAM	10,000,000.00	01/24/2003	01/30 - At Maturity	9,997,916.67		1.250	01/30/2003	1.268	0.00
92646LP38	02243	1010	ACP	VICTOR	10,000,000.00	01/24/2003	02/03 - At Maturity	9,996,472.22		1.270	02/03/2003	1.288	9,999,294.44

PLACER COUNTY 2002/2003
Investment Purchases Report
January 1, 2003 - January 31, 2003

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
92646LPC8	02244	1010	ACP	VICTOR	5,000,000.00	01/24/2003	02/12 - At Maturity	4,996,595.83		1.290	02/12/2003	1.309	4,998,029.16
75806SNU6	02246	1010	ACP	REDWD	15,000,000.00	01/27/2003	01/28 - At Maturity	14,999,475.00		1.260	01/28/2003	1.278	0.00
90262DNU5	02245	1010	ACP	UBSF	39,000,000.00	01/27/2003	01/28 - At Maturity	38,998,645.83		1.250	01/28/2003	1.267	0.00
27003LNV1	02247	1010	ACP	EAGLE	38,000,000.00	01/28/2003	01/29 - At Maturity	37,998,648.89		1.280	01/29/2003	1.298	0.00
5705X5PS4	02249	1010	ACP	MKTS	10,000,000.00	01/28/2003	02/26 - At Maturity	9,989,688.89		1.280	02/26/2003	1.299	9,991,111.11
92646LPQ7	02248	1010	ACP	VICTOR	7,367,000.00	01/28/2003	02/24 - At Maturity	7,359,872.43		1.290	02/24/2003	1.309	7,360,928.37
27003LNW9	02251	1010	ACP	EAGLE	5,674,000.00	01/29/2003	01/30 - At Maturity	5,673,801.41		1.260	01/30/2003	1.278	0.00
5705X5NW7	02250	1010	ACP	MKTS	26,049,000.00	01/29/2003	01/30 - At Maturity	26,048,088.28		1.260	01/30/2003	1.278	0.00
90262DNX9	02252	1010	ACP	UBSF	20,000,000.00	01/29/2003	01/31 - At Maturity	19,998,644.44		1.220	01/31/2003	1.237	0.00
61217MP30	02254	1010	ACP	MF4	10,000,000.00	01/30/2003	02/03 - At Maturity	9,998,600.00		1.260	02/03/2003	1.278	9,999,300.00
5705X5NX5	02253	1010	ACP	MKTS	27,000,000.00	01/30/2003	01/31 - At Maturity	26,999,055.00		1.260	01/31/2003	1.278	0.00
85520MP31	02255	1010	ACP	SBIRD	24,000,000.00	01/31/2003	02/03 - At Maturity	23,997,400.00		1.300	02/03/2003	1.318	23,998,266.67
			Total Purchases		**1,014,934,000.00**			**1,014,919,641.49**	**14,345.83**				**71,434,255.14**

Investment Type Codes:

ABA	Bankers Acceptance	GN2	Small Business Administration Loans
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	TRC	U.S. Treasury - Coupons
AFD	Federal Agency Discounts	ATD	U.S. Treasury-Discounts
LA5	Local Agency Inv Fund		

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
January 31, 2003

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			0.00	0.00	0.00	2.301	2.269	1	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0.000**	**0**	
U.S. Treasury Coupons											
9128276V9	01008	U. S. TREASURY COUPON		07/05/2001	5,000,321.62	5,023,437.50	5,000,000.00	4.250	4.147	58	03/31/2003
9128277M8	01273	U. S. TREASURY COUPON		03/04/2002	4,990,706.82	5,089,062.50	5,000,000.00	3.000	3.136	393	02/29/2004
9128277M8	01277	U. S. TREASURY COUPON		03/06/2002	4,986,024.78	5,089,062.50	5,000,000.00	3.000	3.226	393	02/29/2004
9128277M8	01283	U. S. TREASURY COUPON		03/12/2002	4,971,656.67	5,089,062.50	5,000,000.00	3.000	3.501	393	02/29/2004
		Subtotal and Average	**19,946,825.23**		**19,948,711.89**	**20,290,625.00**	**20,000,000.00**		**3.503**	**309**	
Federal Agency Coupons											
3133MD6M0	00362	FEDERAL HOME LOAN BANK		04/06/2001	5,000,677.25	5,006,250.00	5,000,000.00	5.000	4.535	13	02/14/2003
3133MD6M0	00376	FEDERAL HOME LOAN BANK		04/12/2001	5,000,737.39	5,006,250.00	5,000,000.00	5.000	4.500	13	02/14/2003
3133M5ZL7	98158	FEDERAL HOME LOAN BANK		10/28/1998	5,000,000.00	5,045,312.50	5,000,000.00	5.025	4.956	86	04/28/2003
3133MGV37	01088	FEDERAL HOME LOAN BANK		10/05/2001	5,028,694.63	5,076,562.50	5,000,000.00	4.125	2.979	195	08/15/2003
3133M5QB9	01003	FEDERAL HOME LOAN BANK		07/02/2001	5,012,795.96	5,120,312.50	5,000,000.00	5.125	4.620	226	09/15/2003
3133MJVZ0	01141	FEDERAL HOME LOAN BANK		11/20/2001	9,951,074.49	10,093,750.00	10,000,000.00	2.500	3.104	286	11/14/2003
3133MKFC6	01223	FEDERAL HOME LOAN BANK		01/16/2002	5,008,322.26	5,070,312.50	5,000,000.00	3.125	2.869	286	11/14/2003
31359MEG4	00375	FEDERAL NATIONAL MORT. ASSOC.		04/12/2001	5,000,668.03	5,134,375.00	5,000,000.00	4.750	4.665	286	11/14/2003
31359MLR2	01147	FEDERAL NATIONAL MORT. ASSOC.		11/26/2001	9,998,958.53	10,143,750.00	10,000,000.00	3.125	3.095	287	11/15/2003
3133MKHU4	01197	FEDERAL HOME LOAN BANK		12/26/2001	3,120,000.00	3,176,550.00	3,120,000.00	3.370	3.510	328	12/26/2003
31364GNQ8	00344	FEDERAL NATIONAL MORT. ASSOC.		03/28/2001	5,021,450.05	5,191,300.00	5,000,000.00	5.500	4.932	341	01/08/2004
3129244Y6	01258	FED HOME LOAN MORT CORP		02/20/2002	9,998,355.03	10,204,400.00	10,000,000.00	3.400	3.369	384	02/20/2004
312924TX1	01164	FED HOME LOAN MORT CORP		12/06/2001	4,978,446.69	5,100,050.00	5,000,000.00	3.250	3.549	474	05/20/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,991,081.89	10,090,625.00	10,000,000.00	2.250	2.278	559	08/13/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,997,096.52	10,095,000.00	10,000,000.00	2.250	2.267	559	08/13/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,996,157.16	5,146,875.00	5,000,000.00	3.500	3.500	592	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,123,911.72	5,156,111.11	5,000,000.00	3.500	2.022	592	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,259,382.68	10,319,027.78	10,000,000.00	3.500	1.993	592	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,060,639.74	10,328,125.00	10,000,000.00	3.625	3.201	622	10/15/2004
31359MLG6	01245	FEDERAL NATIONAL MORT. ASSOC.		02/01/2002	4,973,184.46	5,082,812.50	5,000,000.00	3.600	3.872	636	10/29/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,989,751.16	5,129,687.50	5,000,000.00	3.375	3.449	653	11/15/2004
312925W55	02060	FED HOME LOAN MORT CORP		08/23/2002	10,000,000.00	10,000,800.00	10,000,000.00	1.674	1.685	753	02/23/2005
31359MME0	01268	FEDERAL NATIONAL MORT. ASSOC.		02/28/2002	10,000,000.00	10,021,875.00	10,000,000.00	4.100	4.045	758	02/28/2005
312925NG1	02043	FED HOME LOAN MORT CORP		08/14/2002	5,034,472.55	5,040,625.00	5,000,000.00	4.300	3.619	850	05/31/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,020,783.15	10,203,750.00	10,000,000.00	3.000	2.915	926	08/15/2005
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,198,256.12	10,207,041.67	10,000,000.00	3.300	2.600	927	08/16/2005

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
January 31, 2003

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											
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,393.98	5,096,875.00	5,000,000.00	3.000	2.964	948	09/06/2005
3136F2FW3	02105	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,036,530.89	5,050,173.61	5,000,000.00	3.200	2.879	951	09/09/2005
3136F2YZ5	02194	FEDERAL NATIONAL MORT. ASSOC.		12/16/2002	10,000,000.00	10,028,125.00	10,000,000.00	2.700	2.664	958	09/16/2005
3136F2MY1	02123	FEDERAL NATIONAL MORT. ASSOC.		10/21/2002	10,000,000.00	10,025,000.00	10,000,000.00	3.125	3.082	993	10/21/2005
3133MHZ98	01103	FEDERAL HOME LOAN BANK		10/24/2001	5,000,000.00	5,084,375.00	5,000,000.00	4.195	4.138	996	10/24/2005
3133MTFN3	02165	FEDERAL HOME LOAN BANK		11/25/2002	10,000,000.00	10,006,250.00	10,000,000.00	3.230	3.186	1,028	11/25/2005
3136F2XZ6	02206	FEDERAL NATIONAL MORT. ASSOC.		12/27/2002	10,038,052.84	10,096,875.00	10,000,000.00	3.000	2.819	1,057	12/24/2005
3129236Z3	01043	FED HOME LOAN MORT CORP		08/13/2001	10,000,000.00	10,006,250.00	10,000,000.00	5.000	4.931	1,105	02/10/2006
312925S35	02068	FED HOME LOAN MORT CORP		08/28/2002	10,000,000.00	10,087,000.00	10,000,000.00	3.500	3.452	1,123	02/28/2006
3129252C3	02073	FED HOME LOAN MORT CORP		09/03/2002	5,000,000.00	5,046,400.00	5,000,000.00	3.500	3.452	1,126	03/03/2006
312923XE0	00392	FED HOME LOAN MORT CORP		04/25/2001	4,990,906.25	5,040,400.00	5,000,000.00	5.650	5.637	1,179	04/25/2006
3136F2VG0	02188	FEDERAL NATIONAL MORT. ASSOC.		12/11/2002	15,015,675.85	15,143,562.50	15,000,000.00	3.050	2.989	1,220	06/05/2006
3136F2UB2	02178	FEDERAL NATIONAL MORT. ASSOC.		12/06/2002	9,995,659.72	10,043,750.00	10,000,000.00	3.050	3.027	1,221	06/06/2006
3136F2WC8	02190	FEDERAL NATIONAL MORT. ASSOC.		12/12/2002	10,000,000.00	10,018,750.00	10,000,000.00	3.500	3.452	1,227	06/12/2006
3128X0SM2	02201	FED HOME LOAN MORT CORP		12/20/2002	15,000,000.00	15,081,600.00	15,000,000.00	3.200	3.156	1,235	06/20/2006
3133MTU22	02175	FEDERAL HOME LOAN BANK		12/05/2002	4,997,004.63	5,007,812.50	5,000,000.00	3.280	3.252	1,312	09/05/2006
3136F2GC6	02076	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,134,375.00	10,000,000.00	3.750	3.699	1,312	09/05/2006
3136F2EX2	02077	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,121,875.00	10,000,000.00	3.550	3.501	1,312	09/05/2006
3128X0GL7	02162	FED HOME LOAN MORT CORP		11/21/2002	5,000,000.00	5,065,100.00	5,000,000.00	3.500	3.452	1,389	11/21/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,959,432.36	10,343,750.00	10,000,000.00	4.125	4.186	1,392	11/24/2006
3128X0GG8	02147	FED HOME LOAN MORT CORP		11/07/2002	10,000,000.00	10,147,900.00	10,000,000.00	4.100	4.044	1,740	11/07/2007
3133MTDG0	02155	FEDERAL HOME LOAN BANK		11/14/2002	4,501,609.37	4,504,218.75	4,500,000.00	4.430	4.355	1,747	11/14/2007
3136F2RT7	02154	FEDERAL NATIONAL MORT. ASSOC.		11/14/2002	10,000,000.00	10,165,625.00	10,000,000.00	4.000	3.945	1,747	11/14/2007
		Subtotal and Average	**393,965,607.07**		**383,299,163.35**	**387,537,572.92**	**382,620,000.00**		**3.363**	**889**	
Medium Term Notes											
36962GRU0	00447	GENERAL ELECTRIC CAPITAL CORP		06/22/2001	5,000,225.30	5,000,000.00	5,000,000.00	5.160	4.251	2	02/03/2003
59018YAW1	00216	MERRILL LYNCH		12/20/2000	5,001,132.30	5,004,800.00	5,000,000.00	7.180	6.204	10	02/11/2003
22237LFD9	00359	COUNTRYWIDE HOME LOAN		04/05/2001	5,003,888.56	5,014,550.00	5,000,000.00	6.450	5.227	26	02/27/2003
45974VXH6	00312	INTERNATIONAL LEASE FINANCE		03/02/2001	5,600,555.44	5,613,608.00	5,600,000.00	5.340	5.143	26	02/27/2003
14912LP62	00324	CATERPILLAR FIN SERV CORP		03/13/2001	5,004,603.22	5,055,250.00	5,000,000.00	5.720	5.293	97	05/09/2003
638585AR0	00217	BANK OF AMERICA		12/20/2000	5,007,332.71	5,077,400.00	5,000,000.00	7.000	6.352	103	05/15/2003
79549BCL9	00214	SALOMON SMITH BARNEY HLD		12/19/2000	4,807,545.01	4,874,790.70	4,810,000.00	6.250	6.352	103	05/15/2003
06605TAG7	02053	FLEETBOSTON FINANCIAL CORP		08/19/2002	9,998,365.05	10,004,200.00	10,000,000.00	1.530	1.784	163	07/14/2003
375766AC6	00220	GILLETTE CO		12/21/2000	2,500,559.22	2,559,500.00	2,500,000.00	6.250	6.115	195	08/15/2003
94974BAN0	01174	WELLS FARGO & CO.		12/12/2001	5,024,628.03	5,071,400.00	5,000,000.00	4.250	3.255	195	08/15/2003

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
January 31, 2003

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											
742718BK4	00385	PROCTER & GAMBLE CO		04/19/2001	4,245,834.55	4,335,527.20	4,240,000.00	5.250	4.942	226	09/15/2003
45974VVL9	00218	INTERNATIONAL LEASE FINANCE		12/20/2000	4,971,577.92	5,129,500.00	5,000,000.00	5.500	6.362	240	09/29/2003
046003JS9	00211	ASSOCIATES CORP NA		12/18/2000	4,974,598.28	5,158,050.00	5,000,000.00	5.750	6.411	273	11/01/2003
046003JS9	00221	ASSOCIATES CORP NA		12/21/2000	4,983,616.50	5,158,050.00	5,000,000.00	5.750	6.145	273	11/01/2003
892332AG2	00372	TOYOTA MOTOR CREDIT		04/11/2001	5,026,278.65	5,162,850.00	5,000,000.00	5.625	4.833	285	11/13/2003
617446DE6	00277	MORGAN STANLEY-DEAN WHITTER		02/02/2001	4,994,461.10	5,195,850.00	5,000,000.00	5.625	5.671	353	01/20/2004
617446DE6	00313	MORGAN STANLEY-DEAN WHITTER		03/02/2001	5,004,959.30	5,195,850.00	5,000,000.00	5.625	5.435	353	01/20/2004
669383CQ2	00275	WELLS FARGO FINANCIAL		02/01/2001	4,902,557.40	5,096,472.38	4,903,000.00	6.000	5.928	365	02/01/2004
94975CAE7	01123	WELLS FARGO FINANCIAL		11/07/2001	5,125,359.37	5,216,050.00	5,000,000.00	5.450	3.306	457	05/03/2004
45974VXT0	01299	INTERNATIONAL LEASE FINANCE		03/26/2002	5,023,507.51	5,183,550.00	5,000,000.00	5.350	4.885	459	05/05/2004
00138PAA7	01309	AIG FUNDING INC		04/04/2002	5,055,978.57	5,205,600.00	5,000,000.00	5.200	4.212	464	05/10/2004
59018YKB6	01108	MERRILL LYNCH		10/26/2001	5,084,953.42	5,214,750.00	5,000,000.00	5.350	3.974	500	06/15/2004
07274RCM4	01292	BAYERISCHE LANDESBK NY		03/19/2002	5,061,548.93	5,225,100.00	5,000,000.00	5.000	4.054	535	07/20/2004
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,118.50	5,169,450.00	5,000,000.00	4.050	4.005	668	11/30/2004
36962GXB5	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,987,666.76	5,218,600.00	5,000,000.00	4.250	4.323	727	01/28/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,497,605.60	7,628,354.00	7,300,000.00	4.125	2.937	880	06/30/2005
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,429,829.95	9,492,206.93	9,395,000.00	2.990	2.959	975	10/03/2005
172967BA8	02139	CITIGROUP INC		10/31/2002	10,902,010.81	11,097,600.00	10,000,000.00	6.750	3.321	1,034	12/01/2005
90327QCN7	02223	USAA CAPITAL		01/13/2003	5,087,325.39	5,085,295.83	5,000,000.00	3.130	2.586	1,048	12/15/2005
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,163,885.25	7,444,548.00	6,900,000.00	6.150	4.655	1,090	01/26/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,085,558.18	5,309,950.00	5,000,000.00	5.000	4.421	1,352	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,006,343.44	5,267,550.00	5,000,000.00	4.750	4.646	1,352	10/15/2006
		Subtotal and Average	**177,888,542.56**		**177,563,410.22**	**181,466,253.04**	**175,648,000.00**		**4.466**	**505**	
Collateralized CDs											
CD01237	01237	PLACER SIERRA SAVINGS BANK		01/28/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.090	149	06/30/2003
CD01208	01208	PLACER SIERRA SAVINGS BANK		01/02/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	151	07/02/2003
CD01230	01230	PLACER SIERRA SAVINGS BANK		01/18/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	167	07/18/2003
CD02033	02033	PLACER SIERRA SAVINGS BANK		08/01/2002	2,000,000.00	2,000,000.00	2,000,000.00	2.470	2.470	182	08/02/2003
CD01264	01264	RIVER CITY BANK		02/25/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	205	08/25/2003
CD01284	01284	ROSEVILLE FIRST NATIONAL BANK		03/12/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	223	09/12/2003
CD01300	01300	RIVER CITY BANK		03/26/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	234	09/23/2003
CD01342	01342	AUBURN COMMUNITY BANK		04/29/2002	500,000.00	500,000.00	500,000.00	2.960	2.960	270	10/29/2003
		Subtotal and Average	**8,500,000.00**		**8,500,000.00**	**8,500,000.00**	**8,500,000.00**		**3.597**	**192**	

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
January 31, 2003

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Small Business Administration Loans											
SBA83052D	83052D	WHITE, RICHARD & KAREN		07/01/2002	1,442.98	1,442.98	1,442.98	4.750	5.028	48	03/21/2003
		Subtotal and Average	**2,043.90**		**1,442.98**	**1,442.98**	**1,442.98**		**5.028**	**48**	
Commercial Paper Disc. -Amortizing											
61217MP30	02254	MONTAUK FUNDING CORP		01/30/2003	9,999,300.00	9,999,300.00	10,000,000.00	1.260	1.260	2	02/03/2003
85520MP31	02255	STARBIRD FUNDING		01/31/2003	23,998,266.67	23,998,266.65	24,000,000.00	1.300	1.300	2	02/03/2003
92646LP38	02243	VICTORY RECEIVABLES		01/24/2003	9,999,294.44	9,999,294.44	10,000,000.00	1.270	1.270	2	02/03/2003
07712UP50	02180	BEETHOVEN FUNDING CORP		12/09/2002	14,997,666.67	14,997,666.66	15,000,000.00	1.400	1.403	4	02/05/2003
92646LPC8	02244	VICTORY RECEIVABLES		01/24/2003	4,998,029.16	4,998,029.16	5,000,000.00	1.290	1.291	11	02/12/2003
92646LPQ7	02246	VICTORY RECEIVABLES		01/28/2003	7,360,928.37	7,360,928.37	7,367,000.00	1.290	1.291	23	02/24/2003
5705X5PS4	02249	MARKET ST. FUNDING CORP		01/28/2003	9,991,111.11	9,991,111.11	10,000,000.00	1.280	1.281	25	02/26/2003
07712UQ34	02181	BEETHOVEN FUNDING CORP		12/09/2002	14,982,500.00	14,982,500.00	15,000,000.00	1.400	1.405	30	03/03/2003
87123MTB6	02186	SYDNEY CAPITAL CORPORATION		12/11/2002	14,011,802.61	14,011,802.60	14,083,000.00	1.400	1.410	130	06/11/2003
		Subtotal and Average	**114,455,325.60**		**110,338,899.03**	**110,338,898.99**	**110,450,000.00**		**1.333**	**26**	
Federal Agency Disc. -Amortizing											
		Subtotal and Average	**4,190,374.10**								
		Total Investments and Average	**718,948,718.46**		**699,651,627.47**	**708,134,792.93**	**697,219,442.98**		**3.329**	**630**	

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Cash
January 31, 2003

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			17,509,591.57	17,509,591.57			0.000	1
	00000VAULT	PLACER COUNTY CASH			904,032.71	904,032.71			0.000	1
	Cash Subtotal and Average Balance		**30,095,626.61**		**18,413,624.28**	**Cash Account Total**				**1**
	Total Cash and Investments		**749,044,345.07**		**718,065,251.75**	**726,548,417.21**	**715,633,067.26**		**3.329**	**630**

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer

COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of FEBRUARY 28, 2003

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

February 28, 2003

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 565 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by $254,147,729.02 in cash and investments maturing in the next 180 days.

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Summary
February 28, 2003

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	19,952,233.65	20,275,000.00	20,000,000.00	2.89	701	281	3.503	3.551
Federal Agency Coupons	338,692,350.55	342,968,850.00	338,120,000.00	49.02	1,137	868	3.252	3.298
Medium Term Notes	167,369,895.54	171,647,110.54	165,048,000.00	24.22	952	516	4.171	4.229
Negotiable Certificates of Deposit	10,006,246.47	10,006,246.47	10,000,000.00	1.45	81	79	1.270	1.288
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	1.23	501	164	3.597	3.646
Small Business Administration Loans	819.47	819.47	819.47	0.00	263	20	5.028	5.098
Commercial Paper Disc. -Amortizing	146,394,926.42	146,394,926.36	146,470,000.00	21.19	35	13	1.342	1.361
Investments	**690,916,472.10**	**699,792,952.84**	**688,138,819.47**	**100.00%**	**823**	**565**	**3.053**	**3.095**
Cash								
Passbook/Checking (not included in yield calculations)	34,366,909.55	34,366,909.55	34,366,909.55		1	1	0.000	0.000
Total Cash and Investments	**725,283,381.65**	**734,159,862.39**	**722,505,729.02**		**823**	**565**	**3.053**	**3.095**

Total Earnings	February 28 Month Ending	Fiscal Year To Date
Current Year	1,840,521.50	15,244,515.42
Average Daily Balance	**715,495,430.37**	**671,549,293.01**
Effective Rate of Return	**3.35%**	**3.41%**

JENINE WINDESHAUSEN, TREASURER-TAX COLLECTOR

4-8-03

PLACER COUNTY 2002/2003
Investment Purchases Report
Sorted by Purchase Date
February 1, 2003 - February 28, 2003

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
07712UQ34	02257	1010	ACP	BEETVN	10,000,000.00	02/03/2003	03/03 - At Maturity	9,990,122.22		1.270	03/03/2003	1.289	9,999,294.44
18885KP43	02256	1010	ACP	CLIPPR	36,500,000.00	02/03/2003	02/04 - At Maturity	36,498,692.08		1.290	02/04/2003	1.308	0.00
27003LP56	02258	1010	ACP	EAGLE	39,000,000.00	02/04/2003	02/05 - At Maturity	38,998,635.00		1.260	02/05/2003	1.278	0.00
07712UQ59	02260	1010	ACP	BEETVN	10,000,000.00	02/05/2003	03/05 - At Maturity	9,989,888.89		1.300	03/05/2003	1.319	9,998,555.56
9026X1P68	02259	1010	ACP	UBSAM	38,000,000.00	02/05/2003	02/06 - At Maturity	37,998,701.67		1.230	02/06/2003	1.247	0.00
27003LP72	02261	1010	ACP	EAGLE	37,000,000.00	02/06/2003	02/07 - At Maturity	36,998,705.00		1.260	02/07/2003	1.278	0.00
90262DPA7	02262	1010	ACP	UBSF	32,000,000.00	02/07/2003	02/10 - At Maturity	31,996,853.33		1.180	02/10/2003	1.197	0.00
36380MPB5	02263	1010	ACP	GALCAP	44,000,000.00	02/10/2003	02/11 - At Maturity	43,998,460.00		1.260	02/11/2003	1.278	0.00
313384BV0	02264	1010	ACP	FHLDN	46,000,000.00	02/11/2003	02/13 - At Maturity	45,997,086.67		1.140	02/13/2003	1.156	0.00
12478KPE7	02265	1010	ACP	CBAFIN	45,500,000.00	02/13/2003	02/14 - At Maturity	45,498,458.06		1.220	02/14/2003	1.237	0.00
29133UQD7	02266	1010	ACP	EMIFUN	10,000,000.00	02/13/2003	03/13 - At Maturity	9,989,966.67		1.290	03/13/2003	1.309	9,995,700.00
07712UQH3	02268	1010	ACP	BEETVN	10,000,000.00	02/14/2003	03/17 - At Maturity	9,988,719.44		1.310	03/17/2003	1.330	9,994,177.78
90262DPU3	02269	1010	ACP	UBSF	15,000,000.00	02/14/2003	02/28 - At Maturity	14,992,766.67		1.240	02/28/2003	1.258	0.00
9815A3PJ7	02267	1010	ACP	WRLDOM	40,000,000.00	02/14/2003	02/18 - At Maturity	39,994,355.56		1.270	02/18/2003	1.288	0.00
18885KPK7	02270	1010	ACP	CLIPPR	39,000,000.00	02/18/2003	02/19 - At Maturity	38,998,515.83		1.370	02/19/2003	1.389	0.00
04529UPL5	02271	1010	ACP	ASPEN	41,000,000.00	02/19/2003	02/20 - At Maturity	40,998,576.39		1.250	02/20/2003	1.267	0.00
27003LPM9	02272	1010	ACP	EAGLE	37,000,000.00	02/20/2003	02/21 - At Maturity	36,998,694.72		1.270	02/21/2003	1.288	0.00
11765KPQ4	02274	1010	ACP	BRYANT	14,752,000.00	02/21/2003	02/24 - At Maturity	14,750,475.63		1.240	02/24/2003	1.257	0.00
89673SPQ4	02273	1010	ACP	TRIPLE	22,248,000.00	02/21/2003	02/24 - At Maturity	22,245,738.12		1.220	02/24/2003	1.237	0.00
90262DPR0	02275	1010	ACP	UBSF	47,000,000.00	02/24/2003	02/25 - At Maturity	46,998,368.06		1.250	02/25/2003	1.267	0.00
90262DPS8	02276	1010	ACP	UBSF	53,000,000.00	02/25/2003	02/26 - At Maturity	52,998,189.17		1.230	02/26/2003	1.247	0.00
36380MPT6	02277	1010	ACP	GALCAP	34,000,000.00	02/26/2003	02/27 - At Maturity	33,998,791.11		1.280	02/27/2003	1.298	0.00
90262DPT6	02278	1010	ACP	UBSF	30,000,000.00	02/26/2003	02/27 - At Maturity	29,998,933.33		1.280	02/27/2003	1.298	0.00
36962GTR5	02280	1010	MTN	GE CAP	10,000,000.00	02/27/2003	03/15 - 07/23	10,204,000.00	282,015.00	6.267	07/23/2003	1.212	10,480,425.96
97180PPCO	02279	1010	NCB	WILTRT	10,000,000.00	02/27/2003	05/19 - At Maturity	10,000,207.14	6,044.44	1.280	05/19/2003	1.298	10,006,246.47
97342KPU6	02281	1010	ACP	WINFUN	59,000,000.00	02/27/2003	02/28 - At Maturity	58,997,869.44		1.300	02/28/2003	1.318	0.00
36380MQ32	02283	1010	ACP	GALCAP	18,500,000.00	02/28/2003	03/03 - At Maturity	18,497,934.17		1.340	03/03/2003	1.359	18,498,622.78
54278UQ32	02285	1010	ACP	LONGLN	10,000,000.00	02/28/2003	03/03 - At Maturity	9,998,866.67		1.360	03/03/2003	1.379	9,999,244.45
89673SQ34	02282	1010	ACP	TRIPLE	13,887,000.00	02/28/2003	03/03 - At Maturity	13,885,449.29		1.340	03/03/2003	1.359	13,885,966.19
9026X1Q34	02284	1010	ACP	UBSAM	35,000,000.00	02/28/2003	03/03 - At Maturity	34,996,091.67		1.340	03/03/2003	1.359	34,997,394.45
			Total Purchases		**887,387,000.00**			**887,498,112.00**	**288,059.44**				**137,855,628.08**

Investment Type Codes:

ABA	Bankers Acceptance	GN2	Small Business Administration Loans
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	TRC	U.S. Treasury - Coupons
AFD	Federal Agency Discounts	ATD	U.S. Treasury-Discounts
LA5	Local Agency Inv Fund		

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
February 28, 2003

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			0.00	0.00	0.00	2.301	2.269	1	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0.000**	**0**	
U.S. Treasury Coupons											
9128276V9	01008	U. S. TREASURY COUPON		07/05/2001	5,000,166.35	5,012,500.00	5,000,000.00	4.250	4.147	30	03/31/2003
9128277M8	01273	U. S. TREASURY COUPON		03/04/2002	4,991,370.79	5,087,500.00	5,000,000.00	3.000	3.136	365	02/29/2004
9128277M8	01277	U. S. TREASURY COUPON		03/06/2002	4,987,020.47	5,087,500.00	5,000,000.00	3.000	3.226	365	02/29/2004
9128277M8	01283	U. S. TREASURY COUPON		03/12/2002	4,973,676.04	5,087,500.00	5,000,000.00	3.000	3.501	365	02/29/2004
		Subtotal and Average	**19,950,535.66**		**19,952,233.65**	**20,275,000.00**	**20,000,000.00**		**3.503**	**281**	
Federal Agency Coupons											
3133M5ZL7	98158	FEDERAL HOME LOAN BANK		10/28/1998	5,000,000.00	5,028,125.00	5,000,000.00	5.025	4.956	58	04/28/2003
3133MGV37	01088	FEDERAL HOME LOAN BANK		10/05/2001	5,024,257.31	5,064,062.50	5,000,000.00	4.125	2.979	167	08/15/2003
3133M5QB9	01003	FEDERAL HOME LOAN BANK		07/02/2001	5,011,082.22	5,103,125.00	5,000,000.00	5.125	4.620	198	09/15/2003
3133MJVZ0	01141	FEDERAL HOME LOAN BANK		11/20/2001	9,956,260.94	10,084,375.00	10,000,000.00	2.500	3.104	258	11/14/2003
3133MKFC6	01223	FEDERAL HOME LOAN BANK		01/16/2002	5,007,440.05	5,065,625.00	5,000,000.00	3.125	2.869	258	11/14/2003
31359MEG4	00375	FEDERAL NATIONAL MORT. ASSOC.		04/12/2001	5,000,597.21	5,120,312.50	5,000,000.00	4.750	4.665	258	11/14/2003
31359MLR2	01147	FEDERAL NATIONAL MORT. ASSOC.		11/26/2001	9,999,068.55	10,128,125.00	10,000,000.00	3.125	3.095	259	11/15/2003
3133MKHU4	01197	FEDERAL HOME LOAN BANK		12/26/2001	3,120,000.00	3,171,675.00	3,120,000.00	3.370	3.510	300	12/26/2003
31364GNQ8	00344	FEDERAL NATIONAL MORT. ASSOC.		03/28/2001	5,019,540.55	5,176,000.00	5,000,000.00	5.500	4.932	313	01/08/2004
3129244Y6	01258	FED HOME LOAN MORT CORP		02/20/2002	9,998,485.24	10,197,100.00	10,000,000.00	3.400	3.369	356	02/20/2004
312924TX1	01164	FED HOME LOAN MORT CORP		12/06/2001	4,979,825.37	5,105,250.00	5,000,000.00	3.250	3.549	446	05/20/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,991,566.57	10,096,875.00	10,000,000.00	2.250	2.278	531	08/13/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,993,117.09	10,096,875.00	10,000,000.00	2.250	2.267	531	08/13/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,996,354.56	5,145,312.50	5,000,000.00	3.500	3.500	564	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,118,020.85	5,154,548.61	5,000,000.00	3.500	2.022	564	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,247,356.74	10,315,902.78	10,000,000.00	3.500	1.993	564	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,057,676.89	10,328,125.00	10,000,000.00	3.625	3.201	594	10/15/2004
31359MLG6	01245	FEDERAL NATIONAL MORT. ASSOC.		02/01/2002	4,974,465.46	5,075,000.00	5,000,000.00	3.600	3.872	608	10/29/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,990,228.59	5,140,625.00	5,000,000.00	3.375	3.449	625	11/15/2004
312925W55	02060	FED HOME LOAN MORT CORP		08/23/2002	10,000,000.00	10,008,400.00	10,000,000.00	1.590	1.619	725	02/23/2005
312925NG1	02043	FED HOME LOAN MORT CORP		08/14/2002	5,025,781.99	5,032,812.50	5,000,000.00	4.300	3.619	822	05/31/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,010,429.21	10,203,125.00	10,000,000.00	3.000	2.915	898	08/15/2005
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,142,449.48	10,196,875.00	10,000,000.00	3.300	2.600	899	08/16/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,413.43	5,128,125.00	5,000,000.00	3.000	2.964	920	09/06/2005
3136F2FW3	02105	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,033,032.75	5,048,611.11	5,000,000.00	3.200	2.879	923	09/09/2005
3136F2YZ5	02194	FEDERAL NATIONAL MORT. ASSOC.		12/16/2002	10,000,000.00	10,025,000.00	10,000,000.00	2.700	2.664	930	09/16/2005

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
February 28, 2003

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											
3136F2MY1	02123	FEDERAL NATIONAL MORT. ASSOC.		10/21/2002	10,000,000.00	10,018,750.00	10,000,000.00	3.125	3.082	965	10/21/2005
3133MHZ98	01103	FEDERAL HOME LOAN BANK		10/24/2001	5,000,000.00	5,078,125.00	5,000,000.00	4.195	4.138	968	10/24/2005
3136F2XZ6	02206	FEDERAL NATIONAL MORT. ASSOC.		12/27/2002	10,035,783.29	10,128,125.00	10,000,000.00	3.000	2.819	1,029	12/24/2005
312925S35	02068	FED HOME LOAN MORT CORP		08/28/2002	10,000,000.00	10,075,600.00	10,000,000.00	3.500	3.452	1,095	02/28/2006
3129252C3	02073	FED HOME LOAN MORT CORP		09/03/2002	5,000,000.00	5,040,500.00	5,000,000.00	3.500	3.452	1,098	03/03/2006
312923XE0	00392	FED HOME LOAN MORT CORP		04/25/2001	4,991,140.63	5,025,900.00	5,000,000.00	5.650	5.637	1,151	04/25/2006
3136F2VG0	02188	FEDERAL NATIONAL MORT. ASSOC.		12/11/2002	15,014,881.36	15,171,687.50	15,000,000.00	3.050	2.989	1,192	06/05/2006
3136F2UB2	02178	FEDERAL NATIONAL MORT. ASSOC.		12/06/2002	9,996,701.39	10,037,500.00	10,000,000.00	3.050	3.027	1,193	06/06/2006
3136F2WC8	02190	FEDERAL NATIONAL MORT. ASSOC.		12/12/2002	10,000,000.00	10,006,250.00	10,000,000.00	3.500	3.452	1,199	06/12/2006
3128X0SM2	02201	FED HOME LOAN MORT CORP		12/20/2002	15,000,000.00	15,067,650.00	15,000,000.00	3.200	3.156	1,207	06/20/2006
3133MTU22	02175	FEDERAL HOME LOAN BANK		12/05/2002	4,997,074.07	5,000,000.00	5,000,000.00	3.280	3.252	1,284	09/05/2006
3136F2GC6	02076	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,118,750.00	10,000,000.00	3.750	3.699	1,284	09/05/2006
3136F2EX2	02077	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,109,375.00	10,000,000.00	3.550	3.501	1,284	09/05/2006
3128X0GL7	02162	FED HOME LOAN MORT CORP		11/21/2002	5,000,000.00	5,078,300.00	5,000,000.00	3.500	3.452	1,361	11/21/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,960,318.76	10,409,375.00	10,000,000.00	4.125	4.186	1,364	11/24/2006
3128X0GG8	02147	FED HOME LOAN MORT CORP		11/07/2002	10,000,000.00	10,178,600.00	10,000,000.00	4.100	4.044	1,712	11/07/2007
3136F2RT7	02154	FEDERAL NATIONAL MORT. ASSOC.		11/14/2002	10,000,000.00	10,184,375.00	10,000,000.00	4.000	3.945	1,719	11/14/2007
		Subtotal and Average	**366,914,452.50**		**338,692,350.55**	**342,968,850.00**	**338,120,000.00**		**3.252**	**868**	
Medium Term Notes											
14912LP62	00324	CATERPILLAR FIN SERV CORP		03/13/2001	5,003,194.07	5,038,800.00	5,000,000.00	5.720	5.293	69	05/09/2003
638585AR0	00217	BANK OF AMERICA		12/20/2000	5,005,217.51	5,054,450.00	5,000,000.00	7.000	6.352	75	05/15/2003
79549BCL9	00214	SALOMON SMITH BARNEY HLD		12/19/2000	4,808,253.18	4,855,502.60	4,810,000.00	6.250	6.352	75	05/15/2003
06605TAG7	02053	FLEETBOSTON FINANCIAL CORP		08/19/2002	9,998,645.90	10,003,600.00	10,000,000.00	1.530	1.784	135	07/14/2003
36962GTR5	02280	GENERAL ELECTRIC CAPITAL CORP		02/27/2003	10,480,425.96	10,469,915.00	10,000,000.00	6.267	1.195	144	07/23/2003
375766AC6	00220	GILLETTE CO		12/21/2000	2,500,472.75	2,554,750.00	2,500,000.00	6.250	6.115	167	08/15/2003
94974BAN0	01174	WELLS FARGO & CO.		12/12/2001	5,020,819.57	5,064,200.00	5,000,000.00	4.250	3.255	167	08/15/2003
742718BK4	00385	PROCTER & GAMBLE CO		04/19/2001	4,245,053.14	4,327,386.40	4,240,000.00	5.250	4.942	198	09/15/2003
45974VVL9	00218	INTERNATIONAL LEASE FINANCE		12/20/2000	4,975,160.54	5,113,800.00	5,000,000.00	5.500	6.362	212	09/29/2003
046003JS9	00211	ASSOCIATES CORP NA		12/18/2000	4,977,420.70	5,141,950.00	5,000,000.00	5.750	6.411	245	11/01/2003
046003JS9	00221	ASSOCIATES CORP NA		12/21/2000	4,985,436.89	5,141,950.00	5,000,000.00	5.750	6.145	245	11/01/2003
892332AG2	00372	TOYOTA MOTOR CREDIT		04/11/2001	5,023,483.05	5,147,200.00	5,000,000.00	5.625	4.833	257	11/13/2003
617446DE6	00277	MORGAN STANLEY-DEAN WHITTER		02/02/2001	4,994,937.22	5,162,100.00	5,000,000.00	5.625	5.671	325	01/20/2004
617446DE6	00313	MORGAN STANLEY-DEAN WHITTER		03/02/2001	5,004,533.00	5,162,100.00	5,000,000.00	5.625	5.435	325	01/20/2004
669383CQ2	00275	WELLS FARGO FINANCIAL		02/01/2001	4,902,594.28	5,102,355.98	4,903,000.00	6.000	5.928	337	02/01/2004
94975CAE7	01123	WELLS FARGO FINANCIAL		11/07/2001	5,117,039.06	5,218,700.00	5,000,000.00	5.450	3.306	429	05/03/2004

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
February 28, 2003

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											
45974VXT0	01299	INTERNATIONAL LEASE FINANCE		03/26/2002	5,021,954.15	5,189,250.00	5,000,000.00	5.350	4.885	431	05/05/2004
00138PAA7	01309	AIG FUNDING INC		04/04/2002	5,052,319.84	5,214,800.00	5,000,000.00	5.200	4.212	436	05/10/2004
59018YKB6	01108	MERRILL LYNCH		10/26/2001	5,079,794.31	5,234,100.00	5,000,000.00	5.350	3.974	472	06/15/2004
07274RCM4	01292	BAYERISCHE LANDESBK NY		03/19/2002	5,058,058.44	5,222,850.00	5,000,000.00	5.000	4.054	507	07/20/2004
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,158.63	5,179,100.00	5,000,000.00	4.050	4.005	640	11/30/2004
36962GXB5	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,988,182.80	5,233,150.00	5,000,000.00	4.250	4.323	699	01/28/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,490,783.78	7,647,991.00	7,300,000.00	4.125	2.937	852	06/30/2005
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,429,911.80	9,577,137.73	9,395,000.00	2.990	2.959	947	10/03/2005
172967BA8	02139	CITIGROUP INC		10/31/2002	10,875,481.08	11,221,400.00	10,000,000.00	6.750	3.321	1,006	12/01/2005
90327QCN7	02223	USAA CAPITAL		01/13/2003	5,085,208.00	5,112,395.83	5,000,000.00	3.130	2.586	1,020	12/15/2005
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,156,521.01	7,500,576.00	6,900,000.00	6.150	4.655	1,062	01/26/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,083,634.09	5,380,500.00	5,000,000.00	5.000	4.421	1,324	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,006,200.79	5,335,100.00	5,000,000.00	4.750	4.646	1,324	10/15/2006
		Subtotal and Average	**169,661,157.33**		**167,369,895.54**	**171,647,110.54**	**165,048,000.00**		**4.171**	**516**	
Negotiable Certificates of Deposit											
97180PPC0	02279	WILMINGTON TRUST CO		02/27/2003	10,006,246.47	10,006,246.47	10,000,000.00	1.280	1.270	79	05/19/2003
		Subtotal and Average	**714,731.98**		**10,006,246.47**	**10,006,246.47**	**10,000,000.00**		**1.270**	**79**	
Collateralized CDs											
CD01237	01237	PLACER SIERRA SAVINGS BANK		01/28/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.090	121	06/30/2003
CD01208	01208	PLACER SIERRA SAVINGS BANK		01/02/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	123	07/02/2003
CD01230	01230	PLACER SIERRA SAVINGS BANK		01/18/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	139	07/18/2003
CD02033	02033	PLACER SIERRA SAVINGS BANK		08/01/2002	2,000,000.00	2,000,000.00	2,000,000.00	2.470	2.470	154	08/02/2003
CD01264	01264	RIVER CITY BANK		02/25/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	177	08/25/2003
CD01284	01284	ROSEVILLE FIRST NATIONAL BANK		03/12/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	195	09/12/2003
CD01300	01300	RIVER CITY BANK		03/26/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	206	09/23/2003
CD01342	01342	AUBURN COMMUNITY BANK		04/29/2002	500,000.00	500,000.00	500,000.00	2.960	2.960	242	10/29/2003
		Subtotal and Average	**8,500,000.00**		**8,500,000.00**	**8,500,000.00**	**8,500,000.00**		**3.597**	**164**	
Small Business Administration Loans											
SBA83052D	83052D	WHITE, RICHARD & KAREN		07/01/2002	819.47	819.47	819.47	4.750	5.028	20	03/21/2003
		Subtotal and Average	**1,420.71**		**819.47**	**819.47**	**819.47**		**5.028**	**20**	
Commercial Paper Disc. -Amortizing											
07712UQ34	02181	BEETHOVEN FUNDING CORP		12/09/2002	14,998,833.33	14,998,833.33	15,000,000.00	1.400	1.405	2	03/03/2003
07712UQ34	02257	BEETHOVEN FUNDING CORP		02/03/2003	9,999,294.44	9,999,294.44	10,000,000.00	1.270	1.271	2	03/03/2003

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
February 28, 2003

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Commercial Paper Disc. -Amortizing											
36380MQ32	02283	GALLEON CAPITAL		02/28/2003	18,498,622.78	18,498,622.77	18,500,000.00	1.340	1.340	2	03/03/2003
54278UQ32	02285	LONG LANE MT IV		02/28/2003	9,999,244.45	9,999,244.45	10,000,000.00	1.360	1.360	2	03/03/2003
89673SQ34	02282	TRIPLE A-1 FUNDING		02/28/2003	13,885,966.19	13,885,966.18	13,887,000.00	1.340	1.340	2	03/03/2003
9026X1Q34	02284	UBS AMERICAS INC		02/28/2003	34,997,394.45	34,997,394.42	35,000,000.00	1.340	1.340	2	03/03/2003
07712UQ59	02260	BEETHOVEN FUNDING CORP		02/05/2003	9,998,555.56	9,998,555.56	10,000,000.00	1.300	1.301	4	03/05/2003
29133UQD7	02266	EMINENT FUNDING I LTD		02/13/2003	9,995,700.00	9,995,700.00	10,000,000.00	1.290	1.291	12	03/13/2003
07712UQH3	02268	BEETHOVEN FUNDING CORP		02/14/2003	9,994,177.78	9,994,177.78	10,000,000.00	1.310	1.311	16	03/17/2003
87123MTB6	02186	SYDNEY CAPITAL CORPORATION		12/11/2002	14,027,137.44	14,027,137.43	14,083,000.00	1.400	1.410	102	06/11/2003
		Subtotal and Average	**127,513,034.50**		**146,394,926.42**	**146,394,926.36**	**146,470,000.00**		**1.342**	**13**	
		Total Investments and Average	**693,255,332.68**		**690,916,472.10**	**699,792,952.84**	**688,138,819.47**		**3.053**	**565**	

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Cash
February 28, 2003

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			33,011,712.45	33,011,712.45			0.000	1
	00000VAULT	PLACER COUNTY CASH			1,355,197.10	1,355,197.10			0.000	1
	Cash Subtotal and Average Balance		**22,240,097.69**		**34,366,909.55**	**Cash Account Total**				**1**
	Total Cash and Investments		**715,495,430.37**		**725,283,381.65**	**734,159,862.39**	**722,505,729.02**		**3.053**	**565**

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer

COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of MARCH 31, 2003

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

March 31, 2003

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 with the exception of Collateralized CDs which exceed the one year maturity date as noted in this report.

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 493 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by $296,981,601.26 in cash and investments maturing in the next 180 days.

4-8-21

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Summary
March 31, 2003

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	14,956,138.29	15,248,437.50	15,000,000.00	2.02	724	334	3.287	3.333
Federal Agency Coupons	323,607,834.88	327,673,262.50	323,120,000.00	43.72	1,130	821	3.246	3.291
Medium Term Notes	202,363,570.01	206,354,757.87	200,048,000.00	27.34	813	422	3.667	3.718
Negotiable Certificates of Deposit	10,006,167.19	10,006,558.44	10,000,000.00	1.35	81	48	1.270	1.288
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	1.15	501	133	3.597	3.646
Commercial Paper Disc. -Amortizing	165,904,766.37	165,904,766.29	166,083,000.00	22.41	52	30	1.312	1.330
Federal Agency Disc. -Amortizing	14,909,262.50	14,916,000.00	15,000,000.00	2.01	210	183	1.223	1.240
Investments	**740,247,739.24**	**748,603,782.60**	**737,751,000.00**	**100.00%**	**753**	**493**	**2.865**	**2.905**
Cash								
Passbook/Checking (not included in yield calculations)	11,348,601.26	11,348,601.26	11,348,601.26		1	1	0.000	0.000
Total Cash and Investments	**751,596,340.50**	**759,952,383.86**	**749,099,601.26**		**753**	**493**	**2.865**	**2.905**

Total Earnings	March 31 Month Ending	Fiscal Year To Date
Current Year	1,779,570.16	17,024,085.58
Average Daily Balance	**740,460,926.39**	**679,345,864.67**
Effective Rate of Return	**2.83%**	**3.34%**

Jenine K. Windeshausen 4/4/03

JENINE WINDESHAUSEN, TREASURER-TAX COLLECTOR

Run Date: 04/03/2003 - 09:24

PLACER COUNTY 2002/2003
Investment Purchases Report
Sorted by Purchase Date
March 1, 2003 - March 31, 2003

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
0007T3SU2	02291	1010	ACP	ABSCCC	10,000,000.00	03/03/2003	05/28 - At Maturity	9,969,422.22		1.280	05/28/2003	1.302	9,979,733.33
0496A3T44	02292	1010	ACP	ATOMFC	10,000,000.00	03/03/2003	06/04 - At Maturity	9,966,933.33		1.280	06/04/2003	1.302	9,977,244.44
06945MQ41	02289	1010	ACP	BARTON	20,000,000.00	03/03/2003	03/04 - At Maturity	19,999,266.67		1.320	03/04/2003	1.338	0.00
27003LSM6	02290	1010	ACP	EAGLE	10,000,000.00	03/03/2003	05/21 - At Maturity	9,971,911.11		1.280	05/21/2003	1.301	9,982,222.22
41068LQ41	02288	1010	ACP	HANFUN	15,001,000.00	03/03/2003	03/04 - At Maturity	15,000,445.80		1.330	03/04/2003	1.349	0.00
5705X5Q46	02286	1010	ACP	MKTS	30,000,000.00	03/03/2003	03/04 - At Maturity	29,998,883.33		1.340	03/04/2003	1.359	0.00
90262DQ40	02287	1010	ACP	UBSF	18,000,000.00	03/03/2003	03/04 - At Maturity	17,999,340.00		1.320	03/04/2003	1.338	0.00
14912LR60	02295	1010	MTN	CAT	10,000,000.00	03/04/2003	03/05 - Quarterly	10,008,560.00	Received	1.571	08/05/2003	1.385	10,007,003.64
14912LQ61	02296	1010	MTN	CAT	10,000,000.00	03/04/2003	03/31 - Quarterly	10,018,480.00	Received	1.660	09/29/2003	1.353	10,016,004.21
18885KQ59	02293	1010	ACP	CLIPPR	35,000,000.00	03/04/2003	03/05 - At Maturity	34,998,775.00		1.260	03/05/2003	1.278	0.00
5705X5Q53	02294	1010	ACP	MKTS	25,000,000.00	03/04/2003	03/05 - At Maturity	24,999,125.00		1.260	03/05/2003	1.278	0.00
28248UQ66	02298	1010	ACP	EIFFEL	10,000,000.00	03/05/2003	03/06 - At Maturity	9,999,661.11		1.220	03/06/2003	1.237	0.00
313384MK2	02299	1010	AFD	FHLDN	15,000,000.00	03/05/2003	10/01 - At Maturity	14,895,875.00		1.190	10/01/2003	1.240	14,909,262.50
75806SQ66	02297	1010	ACP	REDWD	50,000,000.00	03/05/2003	03/06 - At Maturity	49,998,263.89		1.250	03/06/2003	1.267	0.00
27003LQ71	02300	1010	ACP	EAGLE	50,000,000.00	03/06/2003	03/07 - At Maturity	49,998,236.11		1.270	03/07/2003	1.288	0.00
36962GUX0	02301	1010	MTN	GE CAP	10,000,000.00	03/06/2003	06/05 - Final Pmt.	10,152,700.00	189,583.33	7.500	06/05/2003	1.280	10,299,390.07
36962GTR5	02302	1010	MTN	GE CAP	5,000,000.00	03/06/2003	03/15 - 07/23	5,095,000.00	Received	6.267	07/23/2003	1.251	5,077,664.23
5777E3ST4	02303	1010	ACP	MAXCAP	16,000,000.00	03/06/2003	05/27 - At Maturity	15,952,257.78		1.310	05/27/2003	1.332	15,967,395.56
85520MQA4	02304	1010	ACP	SBIRD	25,000,000.00	03/07/2003	03/10 - At Maturity	24,997,479.17		1.210	03/10/2003	1.227	0.00
89673SQ18	02305	1010	ACP	TRIPLE	20,000,000.00	03/07/2003	03/10 - At Maturity	19,998,000.00		1.200	03/10/2003	1.217	0.00
07712UTP2	02307	1010	ACP	BEETVN	10,000,000.00	03/10/2003	06/23 - At Maturity	9,965,000.00		1.200	06/23/2003	1.221	9,972,333.33
27003LQB2	02306	1010	ACP	EAGLE	37,000,000.00	03/10/2003	03/11 - At Maturity	36,998,715.28		1.250	03/11/2003	1.267	0.00
90262DQC2	02308	1010	ACP	UBSF	45,000,000.00	03/11/2003	03/12 - At Maturity	44,998,475.00		1.220	03/12/2003	1.237	0.00
27003LQD8	02309	1010	ACP	EAGLE	50,000,000.00	03/12/2003	03/13 - At Maturity	49,998,305.56		1.220	03/13/2003	1.237	0.00
27003LQE6	02311	1010	ACP	EAGLE	18,000,000.00	03/13/2003	03/14 - At Maturity	17,999,375.00		1.250	03/14/2003	1.267	0.00
85520MQE6	02310	1010	ACP	SBIRD	42,451,000.00	03/13/2003	03/14 - At Maturity	42,449,526.01		1.250	03/14/2003	1.267	0.00
12478KQH9	02313	1010	ACP	CBAFIN	5,000,000.00	03/14/2003	03/17 - At Maturity	4,999,475.00		1.260	03/17/2003	1.278	0.00
27003LQJ5	02312	1010	ACP	EAGLE	50,000,000.00	03/14/2003	03/18 - At Maturity	49,992,777.78		1.300	03/18/2003	1.318	0.00
07712UQJ9	02314	1010	ACP	BEETVN	5,000,000.00	03/17/2003	03/18 - At Maturity	4,999,812.50		1.350	03/18/2003	1.369	0.00
07712UQJ9	02315	1010	ACP	BEETVN	10,000,000.00	03/17/2003	03/18 - At Maturity	9,999,625.00		1.350	03/18/2003	1.369	0.00
18885KQK6	02316	1010	ACP	CLIPPR	50,000,000.00	03/18/2003	03/19 - At Maturity	49,998,291.67		1.230	03/19/2003	1.247	0.00
75806SQK5	02317	1010	ACP	REDWD	13,000,000.00	03/18/2003	03/19 - At Maturity	12,999,548.61		1.250	03/19/2003	1.267	0.00
11765KQL4	02318	1010	ACP	BRYANT	49,000,000.00	03/19/2003	03/20 - At Maturity	48,998,312.22		1.240	03/20/2003	1.257	0.00

Received = Accrued Interest at Purchase was received by ending date.

4.8.23

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
11765KQL4	02320	1010	ACP	BRYANT	1,003,000.00	03/19/2003	03/20 - At Maturity	1,002,965.45		1.240	03/20/2003	1.257	0.00
30601WQL6	02319	1010	ACP	FAIRWY	7,351,000.00	03/19/2003	03/20 - At Maturity	7,350,748.84		1.230	03/20/2003	1.247	0.00
04915UQM4	02322	1010	ACP	AFI4	41,000,000.00	03/20/2003	03/21 - At Maturity	40,998,610.56		1.220	03/21/2003	1.237	0.00
18885KQM2	02321	1010	ACP	CLIPPR	30,000,000.00	03/20/2003	03/21 - At Maturity	29,998,966.67		1.240	03/21/2003	1.257	0.00
18885KQQ3	02324	1010	ACP	CLIPPR	22,000,000.00	03/21/2003	03/24 - At Maturity	21,997,800.00		1.200	03/24/2003	1.217	0.00
85520MQQ9	02323	1010	ACP	SBIRD	50,000,000.00	03/21/2003	03/24 - At Maturity	49,995,000.00		1.200	03/24/2003	1.217	0.00
44363MR36	02325	1010	ACP	HUDSON	50,000,000.00	03/24/2003	04/03 - At Maturity	49,981,944.44		1.300	04/03/2003	1.319	49,996,388.89
85520MQR7	02326	1010	ACP	SBIRD	30,000,000.00	03/24/2003	03/25 - At Maturity	29,998,966.67		1.240	03/25/2003	1.257	0.00
5777E3QS8	02327	1010	ACP	MAXCAP	31,000,000.00	03/25/2003	03/26 - At Maturity	30,998,923.61		1.250	03/26/2003	1.267	0.00
0717MDQT6	02329	1010	ACP	BAVF	20,000,000.00	03/26/2003	03/27 - At Maturity	19,999,294.44		1.270	03/27/2003	1.288	0.00
5777E3RH1	02328	1010	ACP	MAXCAP	25,000,000.00	03/26/2003	04/17 - At Maturity	24,979,833.33		1.320	04/17/2003	1.339	24,985,333.33
5777E3QU3	02330	1010	ACP	MAXCAP	25,000,000.00	03/27/2003	03/28 - At Maturity	24,999,090.28		1.310	03/28/2003	1.328	0.00
90262DQX6	02331	1010	ACP	UBSF	25,000,000.00	03/28/2003	03/31 - At Maturity	24,997,270.83		1.310	03/31/2003	1.328	0.00
49833MR11	02332	1010	ACP	KITTY	21,000,000.00	03/31/2003	04/01 - At Maturity	20,999,212.50		1.350	04/01/2003	1.369	21,000,000.00
			Total Purchases		**1,156,806,000.00**			**1,156,714,482.77**	**189,583.33**				**202,169,975.75**

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	TRC	U.S. Treasury - Coupons
AFD	Federal Agency Discounts	ATD	U.S. Treasury-Discounts

4.8.24

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
March 31, 2003

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			0.00	0.00	0.00	2.301	2.269	1	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0.000**	**0**	
U.S. Treasury Coupons											
9128277M8	01273	U. S. TREASURY COUPON		03/04/2002	4,992,103.68	5,082,812.50	5,000,000.00	3.000	3.136	334	02/29/2004
9128277M8	01277	U. S. TREASURY COUPON		03/06/2002	4,988,122.84	5,082,812.50	5,000,000.00	3.000	3.226	334	02/29/2004
9128277M8	01283	U. S. TREASURY COUPON		03/12/2002	4,975,911.77	5,082,812.50	5,000,000.00	3.000	3.501	334	02/29/2004
		Subtotal and Average	**19,792,955.95**		**14,956,138.29**	**15,248,437.50**	**15,000,000.00**		**3.287**	**334**	
Federal Agency Coupons											
3133M5ZL7	98158	FEDERAL HOME LOAN BANK		10/28/1998	5,000,000.00	5,014,062.50	5,000,000.00	5.025	4.956	27	04/28/2003
3133MGV37	01088	FEDERAL HOME LOAN BANK		10/05/2001	5,019,820.00	5,054,687.50	5,000,000.00	4.125	2.979	136	08/15/2003
3133M5QB9	01003	FEDERAL HOME LOAN BANK		07/02/2001	5,009,368.47	5,090,625.00	5,000,000.00	5.125	4.620	167	09/15/2003
3133MJVZ0	01141	FEDERAL HOME LOAN BANK		11/20/2001	9,961,447.39	10,081,250.00	10,000,000.00	2.500	3.104	227	11/14/2003
3133MKFC6	01223	FEDERAL HOME LOAN BANK		01/16/2002	5,006,557.83	5,059,375.00	5,000,000.00	3.125	2.869	227	11/14/2003
31359MEG4	00375	FEDERAL NATIONAL MORT. ASSOC.		04/12/2001	5,000,526.39	5,109,375.00	5,000,000.00	4.750	4.665	227	11/14/2003
31359MLR2	01147	FEDERAL NATIONAL MORT. ASSOC.		11/26/2001	9,999,178.56	10,121,875.00	10,000,000.00	3.125	3.095	228	11/15/2003
3133MKHU4	01197	FEDERAL HOME LOAN BANK		12/26/2001	3,120,000.00	3,169,725.00	3,120,000.00	3.370	3.510	269	12/26/2003
31364GNQ8	00344	FEDERAL NATIONAL MORT. ASSOC.		03/28/2001	5,017,631.05	5,164,450.00	5,000,000.00	5.500	4.932	282	01/08/2004
3129244Y6	01258	FED HOME LOAN MORT CORP		02/20/2002	9,998,615.45	10,193,500.00	10,000,000.00	3.400	3.369	325	02/20/2004
312924TX1	01164	FED HOME LOAN MORT CORP		12/06/2001	4,981,204.04	5,109,450.00	5,000,000.00	3.250	3.549	415	05/20/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,992,051.25	10,106,250.00	10,000,000.00	2.250	2.278	500	08/13/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,993,512.66	10,106,250.00	10,000,000.00	2.250	2.267	500	08/13/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,996,551.97	5,154,687.50	5,000,000.00	3.500	3.500	533	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,102,893.87	5,154,687.50	5,000,000.00	3.500	2.022	533	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,210,053.03	10,309,375.00	10,000,000.00	3.500	1.993	533	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,054,714.03	10,321,875.00	10,000,000.00	3.625	3.201	563	10/15/2004
31359MLG6	01245	FEDERAL NATIONAL MORT. ASSOC.		02/01/2002	4,975,746.46	5,073,437.50	5,000,000.00	3.600	3.872	577	10/29/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,990,706.02	5,140,625.00	5,000,000.00	3.375	3.449	594	11/15/2004
312925W55	02060	FED HOME LOAN MORT CORP		08/23/2002	10,000,000.00	9,993,100.00	10,000,000.00	1.590	1.619	694	02/23/2005
312925NG1	02043	FED HOME LOAN MORT CORP		08/14/2002	5,017,091.43	5,021,875.00	5,000,000.00	4.300	3.619	791	05/31/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,010,075.28	10,228,125.00	10,000,000.00	3.000	2.915	867	08/15/2005
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,134,309.51	10,206,250.00	10,000,000.00	3.300	2.600	868	08/16/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,432.87	5,120,312.50	5,000,000.00	3.000	2.964	889	09/06/2005
3136F2FW3	02105	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,018,423.51	5,034,375.00	5,000,000.00	3.200	2.879	892	09/09/2005
3136F2YZ5	02194	FEDERAL NATIONAL MORT. ASSOC.		12/16/2002	10,000,000.00	10,021,875.00	10,000,000.00	2.700	2.664	899	09/16/2005
3136F2MY1	02123	FEDERAL NATIONAL MORT. ASSOC.		10/21/2002	10,000,000.00	10,009,375.00	10,000,000.00	3.125	3.082	934	10/21/2005

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
March 31, 2003

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											
3133MHZ98	01103	FEDERAL HOME LOAN BANK		10/24/2001	5,000,000.00	5,068,750.00	5,000,000.00	4.195	4.138	937	10/24/2005
3136F2XZ6	02206	FEDERAL NATIONAL MORT. ASSOC.		12/27/2002	10,033,513.73	10,131,250.00	10,000,000.00	3.000	2.819	998	12/24/2005
312925S35	02068	FED HOME LOAN MORT CORP		08/28/2002	10,000,000.00	10,061,400.00	10,000,000.00	3.500	3.452	1,064	02/28/2006
3129252C3	02073	FED HOME LOAN MORT CORP		09/03/2002	5,000,000.00	5,033,050.00	5,000,000.00	3.500	3.452	1,067	03/03/2006
312923XE0	00392	FED HOME LOAN MORT CORP		04/25/2001	4,991,375.00	5,011,750.00	5,000,000.00	5.650	5.637	1,120	04/25/2006
3136F2VG0	02188	FEDERAL NATIONAL MORT. ASSOC.		12/11/2002	15,014,086.86	15,152,937.50	15,000,000.00	3.050	2.989	1,161	06/05/2006
3136F2UB2	02178	FEDERAL NATIONAL MORT. ASSOC.		12/06/2002	9,997,743.06	10,025,000.00	10,000,000.00	3.050	3.027	1,162	06/06/2006
3128X0SM2	02201	FED HOME LOAN MORT CORP		12/20/2002	15,000,000.00	15,047,250.00	15,000,000.00	3.200	3.156	1,176	06/20/2006
3136F2GC6	02076	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,100,000.00	10,000,000.00	3.750	3.699	1,253	09/05/2006
3136F2EX2	02077	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,090,625.00	10,000,000.00	3.550	3.501	1,253	09/05/2006
3128X0GL7	02162	FED HOME LOAN MORT CORP		11/21/2002	5,000,000.00	5,067,900.00	5,000,000.00	3.500	3.452	1,330	11/21/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,961,205.16	10,378,125.00	10,000,000.00	4.125	4.186	1,333	11/24/2006
3128X0GG8	02147	FED HOME LOAN MORT CORP		11/07/2002	10,000,000.00	10,165,625.00	10,000,000.00	4.100	4.044	1,681	11/07/2007
3136F2RT7	02154	FEDERAL NATIONAL MORT. ASSOC.		11/14/2002	10,000,000.00	10,168,750.00	10,000,000.00	4.000	3.945	1,688	11/14/2007
		Subtotal and Average	**327,839,387.92**		**323,607,834.88**	**327,673,262.50**	**323,120,000.00**		**3.246**	**821**	
Medium Term Notes											
14912LP62	00324	CATERPILLAR FIN SERV CORP		03/13/2001	5,001,784.92	5,022,100.00	5,000,000.00	5.720	5.293	38	05/09/2003
638585AR0	00217	BANK OF AMERICA		12/20/2000	5,003,102.30	5,033,000.00	5,000,000.00	7.000	6.352	44	05/15/2003
79549BCL9	00214	SALOMON SMITH BARNEY HLD		12/19/2000	4,808,961.35	4,837,609.40	4,810,000.00	6.250	6.352	44	05/15/2003
36962GUX0	02301	GENERAL ELECTRIC CAPITAL CORP		03/06/2003	10,299,390.07	10,296,083.33	10,000,000.00	7.500	1.262	65	06/05/2003
06605TAG7	02053	FLEETBOSTON FINANCIAL CORP		08/19/2002	9,998,956.84	10,003,000.00	10,000,000.00	1.530	1.784	104	07/14/2003
36962GTR5	02280	GENERAL ELECTRIC CAPITAL CORP		02/27/2003	10,156,493.15	10,152,200.00	10,000,000.00	6.267	1.195	113	07/23/2003
36962GTR5	02302	GENERAL ELECTRIC CAPITAL CORP		03/06/2003	5,077,664.23	5,076,100.00	5,000,000.00	6.267	1.234	113	07/23/2003
14912LR60	02295	CATERPILLAR FIN SERV CORP		03/04/2003	10,007,003.64	10,006,100.00	10,000,000.00	1.489	1.288	126	08/05/2003
375766AC6	00220	GILLETTE CO		12/21/2000	2,500,386.27	2,546,925.00	2,500,000.00	6.250	6.115	136	08/15/2003
94974BAN0	01174	WELLS FARGO & CO.		12/12/2001	5,017,011.11	5,054,600.00	5,000,000.00	4.250	3.255	136	08/15/2003
742718BK4	00385	PROCTER & GAMBLE CO		04/19/2001	4,244,271.73	4,317,380.00	4,240,000.00	5.250	4.942	167	09/15/2003
14912LQ61	02296	CATERPILLAR FIN SERV CORP		03/04/2003	10,016,004.21	10,008,300.00	10,000,000.00	1.550	1.244	181	09/29/2003
45974VVL9	00218	INTERNATIONAL LEASE FINANCE		12/20/2000	4,978,743.15	5,101,250.00	5,000,000.00	5.500	6.362	181	09/29/2003
046003JS9	00211	ASSOCIATES CORP NA		12/18/2000	4,980,243.11	5,129,050.00	5,000,000.00	5.750	6.411	214	11/01/2003
046003JS9	00221	ASSOCIATES CORP NA		12/21/2000	4,987,257.28	5,129,050.00	5,000,000.00	5.750	6.145	214	11/01/2003
892332AG2	00372	TOYOTA MOTOR CREDIT		04/11/2001	5,020,687.45	5,134,375.00	5,000,000.00	5.625	4.833	226	11/13/2003
617446DE6	00277	MORGAN STANLEY-DEAN WHITTER		02/02/2001	4,995,413.34	5,170,950.00	5,000,000.00	5.625	5.671	294	01/20/2004
617446DE6	00313	MORGAN STANLEY-DEAN WHITTER		03/02/2001	5,004,106.70	5,170,950.00	5,000,000.00	5.625	5.435	294	01/20/2004
669383CQ2	00275	WELLS FARGO FINANCIAL		02/01/2001	4,902,631.17	5,091,128.11	4,903,000.00	6.000	5.928	306	02/01/2004

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
March 31, 2003

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											
94975CAE7	01123	WELLS FARGO FINANCIAL		11/07/2001	5,108,718.75	5,216,150.00	5,000,000.00	5.450	3.306	398	05/03/2004
45974VXT0	01299	INTERNATIONAL LEASE FINANCE		03/26/2002	5,020,400.79	5,185,350.00	5,000,000.00	5.350	4.885	400	05/05/2004
00138PAA7	01309	AIG FUNDING INC		04/04/2002	5,048,661.11	5,207,900.00	5,000,000.00	5.200	4.212	405	05/10/2004
59018YKB6	01108	MERRILL LYNCH		10/26/2001	5,074,635.19	5,229,150.00	5,000,000.00	5.350	3.974	441	06/15/2004
07274RCM4	01292	BAYERISCHE LANDESBK NY		03/19/2002	5,054,567.95	5,217,100.00	5,000,000.00	5.000	4.054	476	07/20/2004
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,198.75	5,176,500.00	5,000,000.00	4.050	4.005	609	11/30/2004
36962GXB5	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,988,698.83	5,231,750.00	5,000,000.00	4.250	4.323	668	01/28/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,483,961.95	7,632,442.00	7,300,000.00	4.125	2.937	821	06/30/2005
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,429,993.66	9,578,453.03	9,395,000.00	2.990	2.959	916	10/03/2005
172967BA8	02139	CITIGROUP INC		10/31/2002	10,848,951.35	11,125,500.00	10,000,000.00	6.750	3.321	975	12/01/2005
90327QCN7	02223	USAA CAPITAL		01/13/2003	5,068,744.77	5,082,250.00	5,000,000.00	3.130	2.586	989	12/15/2005
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,149,156.77	7,493,262.00	6,900,000.00	6.150	4.655	1,031	01/26/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,081,709.99	5,372,600.00	5,000,000.00	5.000	4.421	1,293	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,006,058.13	5,326,200.00	5,000,000.00	4.750	4.646	1,293	10/15/2006
		Subtotal and Average	**198,233,641.63**		**202,363,570.01**	**206,354,757.87**	**200,048,000.00**		**3.667**	**422**	
Negotiable Certificates of Deposit											
97180PPC0	02279	WILMINGTON TRUST CO		02/27/2003	10,006,167.19	10,006,558.44	10,000,000.00	1.280	1.270	48	05/19/2003
		Subtotal and Average	**10,006,205.55**		**10,006,167.19**	**10,006,558.44**	**10,000,000.00**		**1.270**	**48**	
Collateralized CDs											
CD01237	01237	PLACER SIERRA SAVINGS BANK		01/28/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.090	90	06/30/2003
CD01208	01208	PLACER SIERRA SAVINGS BANK		01/02/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	92	07/02/2003
CD01230	01230	PLACER SIERRA SAVINGS BANK		01/18/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	108	07/18/2003
CD02033	02033	PLACER SIERRA SAVINGS BANK		08/01/2002	2,000,000.00	2,000,000.00	2,000,000.00	2.470	2.470	123	08/02/2003
CD01264	01264	RIVER CITY BANK		02/25/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	146	08/25/2003
CD01284	01284	ROSEVILLE FIRST NATIONAL BANK		03/12/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	164	09/12/2003
CD01300	01300	RIVER CITY BANK		03/26/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	175	09/23/2003
CD01342	01342	AUBURN COMMUNITY BANK		04/29/2002	500,000.00	500,000.00	500,000.00	2.960	2.960	211	10/29/2003
		Subtotal and Average	**8,500,000.00**		**8,500,000.00**	**8,500,000.00**	**8,500,000.00**		**3.597**	**133**	
Small Business Administration Loans											
		Subtotal and Average	**528.69**								
Commercial Paper Disc. -Amortizing											
49833MR11	02332	KITTY HAWK FUNDING		03/31/2003	21,000,000.00	20,999,999.98	21,000,000.00	1.350	1.350	0	04/01/2003
44363MR36	02325	HUDSON AMERICAN REALTY		03/24/2003	49,996,388.89	49,996,388.85	50,000,000.00	1.300	1.300	2	04/03/2003

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
March 31, 2003

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Commercial Paper Disc. -Amortizing											
5777E3RH1	02328	MAXIMILIAN CAPITAL CORP		03/26/2003	24,985,333.33	24,985,333.33	25,000,000.00	1.320	1.321	16	04/17/2003
27003LSM6	02290	EAGLE FUNDING		03/03/2003	9,982,222.22	9,982,222.22	10,000,000.00	1.280	1.284	50	05/21/2003
5777E3ST4	02303	MAXIMILIAN CAPITAL CORP		03/06/2003	15,967,395.56	15,967,395.55	16,000,000.00	1.310	1.314	56	05/27/2003
0007T3SU2	02291	ABSC CAPITAL		03/03/2003	9,979,733.33	9,979,733.33	10,000,000.00	1.280	1.284	57	05/28/2003
0496A3T44	02292	ATOMIUM FUNDING CORP		03/03/2003	9,977,244.44	9,977,244.44	10,000,000.00	1.280	1.284	64	06/04/2003
87123MTB6	02186	SYDNEY CAPITAL CORPORATION		12/11/2002	14,044,115.27	14,044,115.26	14,083,000.00	1.400	1.410	71	06/11/2003
07712UTP2	02307	BEETHOVEN FUNDING CORP		03/10/2003	9,972,333.33	9,972,333.33	10,000,000.00	1.200	1.204	83	06/23/2003
		Subtotal and Average	**142,951,410.53**		**165,904,766.37**	**165,904,766.29**	**166,083,000.00**		**1.312**	**30**	
Federal Agency Disc. -Amortizing											
313384MK2	02299	FED HOME LOAN BK DISC NT		03/05/2003	14,909,262.50	14,916,000.00	15,000,000.00	1.190	1.223	183	10/01/2003
		Subtotal and Average	**12,979,872.58**		**14,909,262.50**	**14,916,000.00**	**15,000,000.00**		**1.223**	**183**	
		Total Investments and Average	**720,304,002.84**		**740,247,739.24**	**748,603,782.60**	**737,751,000.00**		**2.865**	**493**	

4.8.24

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Cash
March 31, 2003

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			10,061,739.55	10,061,739.55			0.000	1
	00000VAULT	PLACER COUNTY CASH			1,286,861.71	1,286,861.71			0.000	1
	Cash Subtotal and Average Balance		**20,156,923.54**		**11,348,601.26**	**Cash Account Total**				**1**
	Total Cash and Investments		**740,460,926.39**		**751,596,340.50**	**759,952,383.86**	**749,099,601.26**		**2.865**	**493**

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, 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** ___
	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
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:
Ratification of API Expenditures

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
May 6, 2003

BACKGROUND:

The Lincoln High School and Sheridan School Based Leadership Teams are recommending the attached expenditures for Board approval from their API funds.

ADMINISTRATION'S RECOMMENDATION:
Administration recommends approval to expend the funds.

4.9

LINCOLN HIGH SCHOOL
SITE – BASED LEADERSHIP TEAM
790 J STREET
LINCOLN, CA 95648
PHONE (916) 645-6360
FAX (916) 645-6349

To: Western Placer Unified Board of Trustees

From: Gay Radovich, President, Lincoln High SBLT

Date: March 26, 2003

The Lincoln High School Site-based Leadership Team voted on March 25, 2003 to approve the following expenditures from the API funds:

- Tuition to: National Young Leaders Conference for Elijah Pendergraft $1965.00

4.9.1

Sheridan School



Date: April 23, 2003

To: Western Placer Unified
Board of Trustees

From: Linda Pezanoski
Principal

Re: Proposed API Expenditures

Dear Board of Trustees:

The SBLT and staff of Sheridan School respectfully request approval of the following API funds partial expenditures:

Kindergarten software	$949
Accelerated Reader materials	$1041
Books for the library	$1105

Thank you for your consideration and approval of this partial expenditure of API funds for Sheridan School.

Sincerely,
Linda Pezanoski

H.9.2

REPORTS

AND

COMMUNICATION

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

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

Status of FY 2002-03 Budget.

SUBJECT AREA:

Reports.

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

No

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

The Board of Trustees will be provided a status report regarding the FY 2002-03 General Fund budget.

SUPERINTENDENT'S RECOMMENDATION:

No action required.

6.5.1

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, 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** ___
	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 ___
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: STAR Preparation

AGENDA ITEM AREA:
Reports

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
May 6, 2003

BACKGROUND:

An overview of the API Target Team and other activities in relationship to STAR testing will be presented.

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

6.6.2

Office of Educational Services

The standards portion of the STAR exam accounts for 80% of each school's API (changed January, 2003)

Lincoln High School engages in a single site program for preparation of the STAR. The API Target Teams representing K-8 felt the following actions would assist schools in preparing for the upcoming exams:

Elementary

- The Assistant Superintendent of Educational Services prepared and presented a personalized site report to the personnel at each school. Preliminary results of the API were shared with each site.
- Distribute a "Blueprint" of the content of the California Standards Test (CST) to each teacher (this tells you the content of the test and how many questions are assigned to each standard).
- Order a California standards-based preparation book for the areas of reading and math for each student (each about 40 pages long). These will come in this week.
- Use the instructional planning sheet and data from last year to plan for instructional gaps based on performance on last year's CSTs at each grade level. Offer staff development buy out hours for instructional planning at the site (process attached).
- Continue all other district office actions such as a letter to parents and allotment for nutritional needs that we have provided in the past.

Middle

- The Assistant Superintendent of Educational Services prepared and presented a personalized site report to the personnel at each school. Preliminary results of the API were shared with each site.
- Distribute a "Blueprint" of the content of the California Standards Test (CST) to each teacher.
- Order a California standards-based preparation book for the areas of reading and math for each sixth grade student (each about 40 pages). These will come in this week. Use *Test Ready* books at grades seven and eight (you already have).
- Use a daily activity based on different test formats in each language arts and math class (these will come in this week).
- Use the instructional planning sheet and data from last year to plan for instructional gaps based on performance on last years CSTs at each grade level. Offer staff development buy out hours for instructional planning (process attached).
- Continue all other district office actions such as a letter to parents and allotment for nutritional needs that we have provided in the past.

810 J Street • Lincoln • CA • 95648 • (916) 645-6350 • FAX (916) 645-6356 • E-Mail s_leaman@wpusd.k12.ca.us

6.5.2a

Public

Hearing

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. 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.	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 ___

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Public Hearing on instructional Materials for 2002-03 school year.

AGENDA ITEM AREA:
Discussion

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
May 6, 2003

BACKGROUND:
A public hearing will discuss if each student has sufficient textbooks and instructional materials consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education.

SUPERINTENDENT'S RECOMMENDATION:
Establish and hold a public hearing on the above topic.

9.1

WESTERN PLACER UNIFIED SCHOOL DISTRICT

NOTICE OF PUBLIC HEARING

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

A public hearing will be held May 6, 2003 in the Lincoln High School Library. The Lincoln High School address is 790 J Street, Lincoln, California.

This public hearing is a requirement for the district to qualify for Instructional Materials Funds for the 2002-03 school year.

March 24, 2003

7.1.2

INFORMATION

DISCUSSION

ACTION ITEMS

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 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 ___ 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 ___

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Adoption of a resolution concerning instructional materials for 2002-03 school year.

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
May 6, 2003

BACKGROUND:
After a public hearing, the board will consider a resolution to notify the State that adequate textbooks and instructional materials have been made available to students of Western Placer Unified School District for 2002-03 school year.

SUPERINTENDENT'S RECOMMENDATION:
The administration recommends the board adoption of the resolution.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Resolution No. 02/03.38

A RESOLUTION OF THE GOVERNING BOARD OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT - A RESOLUTION REGARDING SUFFICIENT TEXTBOOKS OR INSTRUCTIONAL MATERIALS IN EACH SUBJECT THAT ARE CONSISTENT WITH THE CONTENT AND CYCLES OF THE CURRICULUM FRAMEWORK

The following RESOLUTION was duly passed and adopted by the Board of Trustees of the above-entitled district at a regular meeting held on the 6th day of May, 2003, by roll call vote.

Signed and approved after its passage.

AYES:

NOES:

ABSENT:

_____

Karen Roberts, President

_____

Marcia Harris, Clerk

WHEREAS, the Governing Board of the Western Placer Unified School District encourages participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders; and

WHEREAS, a Public Hearing was held to allow input and participation by these groups, and,

THEREFORE BE IT RESOLVED, the Governing Board of the Western Placer Unified School District declares and determines, through a resolution, pupils in programs operated by Western Placer Unified School District will have prior to the end of the fiscal year, sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State board.

8.1.1

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:

Preliminary FY 2003-04 Budget Projection.

SUBJECT AREA:

Information/
Discussion

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

Attached is a preliminary projection for the FY 2003-04 General Fund budget. The assumptions supporting this projection, and the proposed process for addressing the deficit, will be presented to the Board of Trustees. Pending the Governor's May Revise, this projection could change significantly.

SUPERINTENDENT'S RECOMMENDATION:

No action required.

8.1

FY 2003-04 PROJECTED BUDGET

OBJECT CODE	DESCRIPTION	FY 2003-04 PROJECTED BUDGET
	Beginning Balance	842,092
	Revenues:	
8010-8099	Revenue Limit Sources	27,350,954
8100-8299	Federal Revenues	1,152,746
8300-8599	State Revenues	2,734,478
8600-8799	Local Revenues	1,697,950
	Total Revenues	32,936,128
	Total Beginning Balance & Revenues	33,778,220
	Expenditures:	
1000-1999	Certificated Salaries	13,416,411
2000-2999	Classified Salaries	3,542,615
3000-3999	Employee Benefits	4,872,986
4000-4999	Books and Supplies	1,505,188
5000-5999	Contracted Services	1,929,926
6000-6999	Capital Outlay	0
7000-7999	Other Outgo	9,433,099
	Total Expenditures	34,700,225
	Ending Balance	-922,005
	Components of Ending Fund Balance:	
	Revolving Cash	2,000
	Economic Uncertainties (3%)	1,041,007
	Total Reserves	1,043,007
	FUND BALANCE	-1,965,012

9.2.1

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, localgovernment, 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. Hayes___
Program Sign Off by S. Leaman___

SELT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Opportunity for Community And Teachers to Address the Board in Regard to the 2003-2004 Budget Development

AGENDA ITEM AREA:
DISCUSSION

REQUESTED BY:
President Roberts
Superintendent

ENCLOSURES:
None

MEETING DATE:
May 6, 2003

BACKGROUND:

The Board of Trustees will give opportunity for community members and teachers to address them in regard to the 2003-2004 budget development.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees conduct this time of discussion.

Eva\h:\wpfiles\Board\format7

8.3

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 Each Joint-Use Agreement Separately Between the Western Placer Unified School District and the City of Lincoln.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

Attached are three Joint-Use Agreements that support the Western Placer Unified School District's and the City of Lincoln's commitment to share facilities, athletic fields, and parks.

The first Joint-Use Agreement is the general agreement for future use of school facilities and city parks. Sub-agreements will be developed to meet the needs of individual school sites and their adjoining parks.

The second and third joint-use agreements support the operation of the multi-use facilities at the Twelve Bridges Elementary and Foskett Ranch Elementary school sites. These two joint-use agreements not only support the District's/City's initiative to better utilize assets, but will also qualify the District to receive up to $800,000.00 in additional funding per project.

The Joint-Use Agreements were approved by the City Council.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve each Joint-Use Agreement separately between the Western Placer Unified School District and the City of Lincoln.

8.4

MASTER AGREEMENT FOR JOINT USE OF CITY OF LINCOLN AND WESTERN PLACER UNIFIED SCHOOL DISTRICT PROPERTY

Revision as of April 1, 2003

This Agreement made and entered into this _____ day of _____, 2002, by and between the Western Placer Unified School District, a public school district, hereinafter referred to as "District", and the City of Lincoln, a municipal corporation hereinafter referred to as "City".

WITNESSETH

Whereas, the City has developed a General Plan and subsequent Specific Plans which designates and reserves future school sites for the District and public parks sites for the City on adjoining parcels whenever possible in order to take advantage of joint use opportunities; and

Whereas, Education Code Section 10900, et seq., authorizes the parties hereto to enter into agreement for community recreation programs; and

Whereas, both the District and City wish to take advantage of jointly using parks and school sites for the benefit of the general public by reducing capital and operating costs at such facilities; and

Whereas, the City and District wish to establish a master agreement which will set forth the general principals of how the joint use facilities will be established and operate; and

Whereas, the City and District contemplate that each joint use site will present its own unique advantages to be utilized by the City and District and that each site will require its own separate agreement incorporating both these general principals and its own unique terms and conditions.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions herein contained it is agreed by and between the City and District as follows:

1. Recitals.
   The above recitals are incorporated herein by this reference.

2. Master Agreement. This agreement is intended to set forth the basic principals concerning the joint use of City of Lincoln park facilities and the Western Placer Unified School District facilities. While it is recognized that each specific site will present its own special circumstances that will need to be address with subsequent agreements, this agreement is intended to present the basic terms that the parties will, absent , terms to the contrary included in other agreement, adhere to.

8.4.1

3. Parties Grant of Right to Use. Subsequent agreements for each joint use site will grant specific exclusive rights to use the joint use areas and facilities to each of the parties as set forth below.

School Sites and City Parks.

4. As a general principle, for District schools sites that are the subject of subsequent agreements, the City will grant to the District the right to use the adjoining park property for "playfield" purposes. "Playfield" purposes shall include school activities such as turf activities, physical education classes, athletic events, outdoor education and other similar activities. The District will generally have exclusive rights to use the City park during regular school hours (7:30 a.m. – 4:00 p.m.) during all days that school is in session (180 student days) unless otherwise changed by state law or by a collective bargaining agreement, from the last week of August through June __, excluding holidays, except for the portion of parks which consist of children's' play area, picnic areas and rest rooms, which will remain the exclusive use of the City of Lincoln, year round. The District upon receiving approval from the City may use the childrens play area, picnic areas and restrooms.

During the planning of joint use facilities, the City and District will agree to the location of the children's play area, picnic area and restroom. The intent is for the children's' play area, picnic area and restrooms to be located on the side of the park, away from the school buildings and be accessible from the public street.

The District also has exclusive right to use each adjoining park site for after school athletic practice intramurals and .athletic contests with other schools. The District and City will meet twice annually in July and January to establish the schedule for the District's use of the park fields for athletic .activities The intent of the parties is for the district to have the use of the fields until 5:00 p.m. on practice days and 6:30 p.m. on game days during August through early June..

5. The District will grant to the City the right to use the adjoining school site for community recreational purposes when the property is not needed for school purposes. The City will generally be granted first use rights to use the Districts' outdoor hardcourt areas, and designated rooms including any multi-purpose rooms, after District use.

The City and District will meet twice annually, in July and January to establish the schedule for the City's use of outdoor hardcourts and designated rooms for City's recreational use generally as follows:

a. The City will have the exclusive right to use the outdoor hardcourt areas daily after school, weekends and during vacation periods (including summer break), unless hard courts are being used by theDistrict..

4.4.2

b. The City will have the exclusive right to use designated meeting rooms daily after school, weekends and during vacation periods, including summer break. Designated room will be scheduled with each school Principal and City will retain rights of exclusive use after the requested use is confirmed in writing with school Principal.

c. The City will have exclusive right to use the gymnasium for City recreational programs when the facility is note needed by the District during the regular school year. The gymnasium will also be available to the City, following District use for use on weekends year round, and during holiday and vacation periods including summer months.

6. The specific joint use areas and facilities shall be established with each separate agreement. Specific exceptions to these general principles may be made for the District for "Special Events" such as, "Back to School Night"and "Parent Teacher Nights". These events are to be set forth in each separate agreement or as otherwise agreed to by the parties.

7. Bumping Rights Subsequent separate agreements for each school site may establish a one time bumping rights option if desired by the parties. This would generally provide that either party has the right to bump, one time per calendar year, the other parties' scheduled use for use of their own facilities, provided written notice is given to both parties in a time frame specified by the agreement

8. Use of Joint Facilities. The annual pre-arranged use of facilities and play areas by either party is without cost (i.e., custodial, utilities or staff) to either party, except in the case of significant additional clean-up, or utility use due to exceptional use, of a facility or play area use, . e.g. additional non-scheduled uses. This cost would not include regular maintenance of the facility or play area.

9. Construction of Park Sites and School Sites. The City has the financial responsibility to develop the reserved park sites and the District has the financial responsibility to develop the educational buildings, hard courts, parking lots and landscaping around educational buildings. The District may wish to move ahead with the development of a joint use site in advance of the City. In order to take advantage of cost savings the District may at the time the school site is developed also construct the adjoining park site and facilities. The City agrees to reimburse the District for those costs, which would have been the City's responsibility. In order to coordinate any such undertakings the specific joint use agreement for such sites shall provide an early opportunity for the City to review and approve the improvement plans for the park site prior to establishing a final budget and bidding the work. All work for such sites must receive City approvals from the Director of Public Works in order to proceed to bid.

8.4.3

10. Maintenance. Each separate agreement for joint use shall specify those particular facilities, which will be classified as "Joint Use Facilities". As a general guideline, the City will be responsible for the maintenance of the City owned park sites, which will include all turf areas and the park facilities, playground equipment, restrooms, etc. Such facilities will be maintained by the City through the use of contractual services in a good, safe, clean, attractive and sanitary condition in compliance with applicable public health laws and standards. The separate agreement will set forth the facilities to be maintained by the City and the level of maintenance to be achieved prior to seeking proposals on the service. The District will maintain all educational buildings, hard court areas, parking lot and landscaped areas including lawn areas around school buildings. For purposes of this agreement maintenance includes keeping sites and facilities in a state of good order and condition, repairing and replacing portions of facilities that are damaged, worn or destroyed. In some instances it may be practical for either party to maintain the areas of the other party, i.e. turf areas, etc. In such instances the separate agreement will specify those areas and the details of maintenance. Either party shall report any defects or dangerous conditions in or on the other party's facilities within twenty-four hours of discovery. In addition, either party may take immediate action to abate the hazard if such action is needed to protect the public health or safety.

11. Unforeseen Changes To District Schedules. If the District must implement a year-round school program, double session, or other special schedule or calendar to deliver educational services, this agreement shall be amended within thirty (30) days of a written request of either party. Both parties shall meet to reach an understanding consistent with the spirit of this Agreement and focus on the principle of maintaining the best joint use for both parties.

12. City – District Indemnification. Each party shall defend, indemnify and hold harmless from liability the other party, its officers, agents, servants or employees from all damages, costs, expenses which either of them shall become obligated to pay by reason of any liability imposed by law because of property damage or injury or death of any person received or suffered as a result of the use or occupancy by either party of the City of District facilities pursuant to this Agreement. Further, each party shall be responsible for any and all damage to property of the other party resulting from such liable party's use of the facilities pursuant to this Agreement. Each party hereto shall take out a policy of liability insurance or establish a self-insurance program in the manner provided by law. City and District agree to maintain minimum limits of $_____ general liability insurance per occurrence, during the life of this agreement. The City and District also agree to maintain workers' compensation insurance for their respective employees.

13. Supervision of Activities. All activities sponsored by the District shall be supervised and conducted by the District and all activities sponsored by the City shall be supervised and conducted by the City. The District and City shall be responsible, respectively, for said areas during the period of their respective sponsorship, and each

8.4.4

will bear the cost of all necessary expendable equipment, supervising and teaching personnel needed during said period.

14. Insurance Provisions. The subsequent joint use agreements are to provide that the District shall be solely responsible for maintaining property insurance coverage for all school site facilities. The City shall maintain property insurance coverage for all park site facilities. Any losses, which occur, shall be covered by the respective policy of insurance.

15. Amendments. This agreement may not be amended except by written agreement of the City and District.

16. Term. This agreement will remain in effect from year to year, but may be terminated by either party giving at least one year's (365 days) written notice. This agreement shall be binding upon the successors and assign of the parties hereto.

17. Attorneys' Fees. Should any party hereto retain legal counsel for the purpose of enforcing or preventing the breach of any provision of this Agreement, including, but not limited to, by instituting any action or proceeding to enforce any provision of this Agreement, for damages by reason of any alleged breach of any provision of this Agreement, for a declaration of such a party's rights or obligations hereunder, or for any other judicial remedy then, if said matter is settled by judicial determination (which term includes arbitration), the prevailing party (whether at trial or on appeal) shall be entitled, in addition to such other relief as may be granted, to be reimbursed by the losing party for all costs and expenses incurred thereby, including, but not limited to, all actual attorneys' fees and costs (as billed) for the services rendered to such prevailing party. As used herein, the term "prevailing party" shall include the definition set forth in California Code of Civil Procedure section 1032(a)(4); and also any party in whose favor declaratory relief is granted by any court. If some form of declaratory relief is granted to opposing parties in any action to enforce this Agreement, the court shall have discretion to apportion attorney's fees and costs between the opposing party.

18. Notices. All notices or other communications required or permitted by this agreement shall be in writing and shall be duly served and given when personally delivered or deposited in the United States mail in certified or registered form, postage prepaid, addressed as follows:

District

City

8.4.5

19. Entire Agreement. Except as otherwise provided for in subsequent agreements for individual joint use sites, the terms and provisions contained in this agreement constitute the entire agreement of the parties and shall supercede all previous communications, representations or agreements, either verbal or written, between the parties hereto with respect to the subject matter hereof.

IN WITNESS WHEREOF, the City of Lincoln, a municipal corporation has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk.

Western Placer Unified School District:

City of Lincoln

8.4.16

JOINT USE AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE CITY OF LINCOLN

THIS JOINT USE AGREEMENT ("Agreement") is entered into as of the _____, 2003, by and between the Western Placer Unified School District, a public school district organized and existing under the laws of the State of California ("District"), and the City of Lincoln ("City"), together herein referred to as "Parties."

RECITALS

WHEREAS, Education Code section 17052 authorizes school districts to enter into joint use agreements with community organizations for the purpose of constructing libraries, multipurpose rooms and gymnasiums on school campuses where these facilities are used jointly for both school and community purposes, and provide State funding for such properties; and

WHEREAS, the District desires to construct a multipurpose facility ("Facility") on the grounds of Twelve Bridges Elementary, a school site that is owned by the District and generally located at 2450 Eastridge Drive, , Lincoln, CA; and

WHEREAS, the City is a community organization charged with the responsibility of providing community service which is the purpose of the proposed Facility and this Agreement; and

WHEREAS, the City desires that it become a partner in the use of the proposed Facility under the terms and conditions set forth in State law under this Agreement; and

WHEREAS, the Parties wish to provide a Facility that will be available for use by students, faculty, staff, and the general public for community purposes, in accordance with the policies and procedures contained in this Agreement and such additional policies and procedures as may be developed, for the purpose of enhancing the services and facilities that might be offered by either party individually; and

WHEREAS, it is the intent of the Parties to maximize the use of a new joint use Facility by allowing community access to the Facility before and after school hours as much as practicable. It is also the intent of the Parties to provide access to the community at as minimal cost as possible, but at no cost basis to the District and the City; and

WHEREAS, the Parties wish to specify the method for sharing capital and operating costs, their relative responsibilities for the operation and staffing of the Facility, and the manner in which the safety of school pupils will be maintained during school hours, and other terms pertinent to the construction, operation, and use of the Facility; and

9.4.7

WHEREAS, the Parties have determined that the Facility will result in both economic and operational benefits to both Parties that could not be fully realized if acting independently.

NOW, THEREFORE, in consideration of the mutual promises and agreements herein contained, the parties hereto agree as follow:

TERMS

1. **Term of Agreement**. The term of this Agreement shall commence upon execution by both parties and shall remain in effect for 40 years. After the initial 40-year term, the agreement shall automatically renew every five (5) years.

2. **Description of Facility.** The District owns the buildings, parking lots and school grounds of Twelve Bridges Elementary School located at 2450 Eastridge Drive in the County of Placer, California. The portion of the School Site dedicated to the construction of the Facility is shown as Exhibit "A" attached hereto and incorporated by reference. The Parties intend that the Facility will be constructed as depicted in Exhibit "A" attached hereto, in accordance with plans and specifications approved by the Division of the State Architect which are hereby incorporated by reference and will supersede the attached Exhibit "A" to the extent they are inconsistent.

3. **Purpose of Facility.** The purpose of the Facility will be to provide the students of Twelve Bridges Elementary, and community members of Lincoln, regular access to multipurpose facilities. The Facility, in addition to supporting the District's educational purposes, is anticipated to support many youth and community groups and will be provided at minimal cost to the community. The Facility is intended to support, but not limited to, such activities as basketball, performing arts, dance, aerobics, etc., as well as providing space for general meetings.

4. **Construction of Facility.** The District shall be fully responsible for the construction of the Facility and for entering into any and all agreements required for, and relating to, the construction of the Facility. The District shall be responsible for complying with all State and local laws relating to the construction of school facilities.

5. **Project Approvals.** The District shall be responsible for obtaining all necessary approvals and permits for construction of the Facility including, but not limited to, obtaining approval of the plans and specifications by the Division of the State Architect, obtaining approval of the project by the State Department of Education, and applying for and obtaining State funding from the State Allocation Board.

6. **Funding Responsibilities for Construction.** Funding for the construction of the Facility shall be shared between the State of California and the District.

8.4.8

a. **State.** The State Allocation Board shall provide funding for construction in the amount approved by the State Allocation Board under the authority granted by Education Code section 17052 and in accordance with a separate agreement entered into between the District and the State pertaining to such funding.

b. **District.** The District shall provide all additional funding necessary for completion of the Project.

7. **Joint Use of the Facility.** The District and the City shall share the enjoyment and joint use of the Facility. The Parties hereby agree to cooperate in coordinating programs and activities conducted at the Facility so as to avoid conflicting or competing uses. To ensure the availability of the Facility to the District, the City and the community on an equitable basis, and based upon the purposes and intentions set forth herein, the following guidelines shall control the scheduling of the Facility.

a. **Scheduling Responsibility.** The District shall be fully responsible for scheduling all use of the Facility.

b. **Community Use.** The Facility shall be available for District-wide community purposes for the maximum extent possible after regular school hours, but no less than twenty (20) hours per week.

c. **District Priority.** The District shall have exclusive use and control of the Facility from , (7:30 a.m. – 4:00 p.m. regular school hours when school is in session.

d. **Scheduling Events.** On a bi-annual basis, (July and January) the District shall provide the City a schedule of all District events each school year as soon as such schedule is prepared. The City shall then submit a proposed schedule of City activities and events to the District. The District shall calendar City activities and events before any other group's events. The District is permitted a once per calendar year bumping right to use the facility provided that written notice is given by the District to the City 10 days in advance of the use of the facility.

e. **Coordination.** The designated Representative of the District and the City shall meet at least annually, to discuss operations and scheduling of the Facility and make any adjustments.

f. **Governance.** Any and all persons using the Facility shall abide by state and federal laws and regulations as well as local school board policies and administrative regulations.

4.4.9

8. **Operations of Facility.** The District shall be responsible for providing staffing, supervision, and security during regularly scheduled school hours when school is in session, during any official, school-sponsored activities that occur after school hours, and during other community (non-City sponsored) events. The City shall be responsible for providing staffing, supervision, and security as deemed necessary by mutual agreement during all times during which the Facility is used for City sponsored activities and events.

9. **Operational Costs.**

a. **Responsibility for Costs.** The District will be responsible for the operational costs of the building including water, electricity, gas, and garbage pick-up for the facility and will assume the costs of normal maintenance on the interior and exterior of the building. The annual pre-arranged use of the facility by the City for City sponsored events is without cost (i.e., custodial, utilities or staff time) to the City, except in the case of extra-ordinary clean-up costs, or utility costs. Costs associated with the use of the Facility by other community groups will be borne by the sponsoring group. These costs may include, but are not limited to, custodial support, lighting or electrical costs, heating costs, additional trash pick-up costs and custodial services (including overtime pay for District custodians if necessary).

b. **Charges for Facility Use.** Charges for Facility use will be determined by the District and billed to the non- City sponsored user groups. All charges will be determined in advance of the event or activity and agreed upon by the District and the user group before the date of the event or start of the activity. Charges will be determined in accordance with the Civic Center Act (California Education Code section 38130 et seq.) and the District's policy and regulations implementing the Civic Center Act.

10. **Student Safety.** The safety and security of District students and staff are of paramount importance. Therefore, use of the facility during school hours will be limited to special requests and will require advance notice and prior approval by the District. All facility use by non-district users (both for City-sponsored and other community events) will be governed by the District's Board policies and administrative regulations regarding facilities use.

11. **Insurance.** Each party agrees to either self-insure in an amount not less than specified below or insure against damages or injuries which may arise from the activities contemplated by this Agreement by purchasing and maintaining for the term of this Agreement a commercial general liability insurance policy, and automobile policy, both with a combined single limit of not less than two million dollars ($2,000,000), which policy shall include or be endorsed to include the other party as an additional insured. The Parties agree to provide evidence of such insurance upon request. Each party shall also carry Workers' Compensation Insurance for its own employees as required by law.

8.4.10

12. **Indemnification.** Each party shall defend, indemnify and hold harmless from liability the other party, its officers, agents, servants or employees from all damages, costs, expenses which either of them shall become obligated to pay by reason of any liability imposed by law because of property damage or injury or death of any person received or suffered as a result of the use or occupancy by either party of the City or District facilities pursuant to this Agreement. Further, each party shall be responsible for any and all damage to property of the other party resulting from from such liable party's use of the facilities pursuant to this Agreement. Each party hereto shall take out a policy of liability insurance or establish a self-insurance program in the manner provided by law. City and District agree to maintain minimum limits of $2,000,000 general liability insurance per occurrence, during the life of this agreement. TheCity and District also agree to maintain workers' compensation insurance for their respective employees.

13. **Termination.** This Agreement shall automatically terminate in the event the State Department of Education or the Division of the State Architect within one (1) year of execution does not approve the Facility. This Agreement shall also automatically terminate in the event Facility is not approved for funding by the State Allocation Board within one (1) year of execution. In such cases, the Parties may amend this Agreement or enter into a new agreement for the same purposes contained herein. After the initial 40-year term of this agreement, either party may terminate this agreement by providing at least six (6) months written notice prior to the end of each subsequent five (5) year term.

14. **Notice and Contacts.** All notices, statements, demands, requests, consents, approvals, authorizations, appointments or designations hereunder by either party to the other shall be in writing and shall be sufficiently given and served upon the other party, if sent by United States registered mail, return receipt requested, postage prepaid and addressed as follows:

District: Western Placer Unified School District
Superintendent of Schools
810 J Street
Lincoln, CA 95648

City: City of Lincoln
City Manager
640 5th Street
Lincoln, CA 95648

Either party may change its address or contact person by giving notice to the other party.

15. **Amendment.** This Agreement, including exhibits attached hereto, set forth the entire agreement between District and City, and the Parties must in the form of a written amendment agree to any modifications.

4.4.11

16. **Waiver.** The failure of either party to insist upon strict performance of any of the terms, conditions or covenants in this Agreement shall not be deemed a waiver of any right or remedy for a subsequent breach or default of the terms, conditions or covenants herein contained.

17. **Time.** Time is of the essence of every provision of this Agreement in which time is an element.

18. **Attorneys' Fees.** Should any party hereto retain legal counsel for the purpose of enforcing or preventing the breach of any provision of this Agreement, including, but not limited to, by instituting any action or proceeding to enforce any provision of this Agreement, for damages by reason of any alleged breach of any provision of this Agreement, for a declaration of such a party's rights or obligations hereunder, or for any other judicial remedy then, if said matter is settled by judicial determination (which term includes arbitration), the prevailing party (whether at trial or on appeal) shall be entitled, in addition to such other relief as may be granted, to be reimbursed by the losing party for all costs and expenses incurred thereby, including, but not limited to, all actual attorneys' fees and costs (as billed) for the services rendered to such prevailing party. As used herein, the term "prevailing party" shall include the definition set forth in California Code of Civil Procedure section 1032(a)(4); and also any party in whose favor declaratory relief is granted by any court. If some form of declaratory relief is granted to opposing parties in any action to enforce this Agreement, the court shall have discretion to apportion attorney's fees and costs between the opposing party.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date(s) indicated below.

DISTRICT:
Western Placer Unified School District

By: _____
Title: Superintendent/Board of Trustee Secretary

Date: _____

CITY:
City of Lincoln

By: _____
Title: City Manager

Date: _____

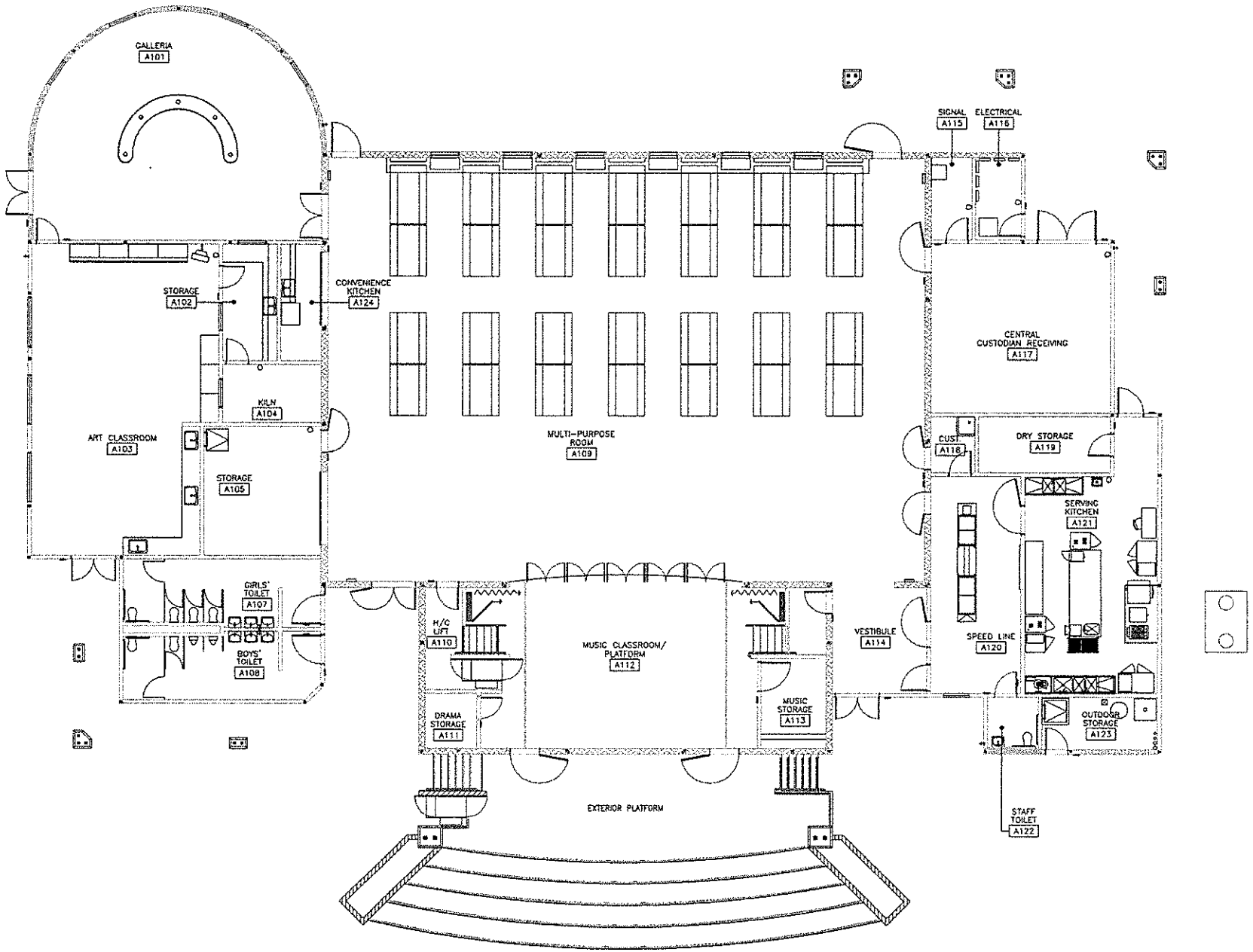
8.4.18

EXHIBIT 'A'

DESCRIPTION OF JOINT-USE FACILITY

A joint-use multipurpose building located at Twelve Bridges Elementary School, Lincoln, CA. The Facility consists of a multi-purpose room sized for youth league basketball, a stage, galleria, serving kitchen, after-hours convenience kitchen, central custodial room, portable bleacher storage and restrooms. Adjacent space includes an Art classroom with storage and prep space. The building is approximately 12,137 square feet of which 10,970 square feet is available for joint use activities. Attached are the most current floor plans.

4.4.13


CALLERIA
A101
STORAGE
A102
CONVENIENCE KITCHEN
A124
KILN
A104
ART CLASSROOM
A103
STORAGE
A105
GIRLS' TOILET
A107
BOYS' TOILET
A108
MULTI-PURPOSE ROOM
A109
SIGNAL
A115
ELECTRICAL
A116
CENTRAL CUSTODIAN RECEIVING
A117
CUST
A118
DRY STORAGE
A119
SERVING KITCHEN
A121
SPEED LINE
A120
VESTIBULE
A114
H/C LIFT
A110
MUSIC CLASSROOM/ PLATFORM
A112
DRAMA STORAGE
A111
MUSIC STORAGE
A113
OUTDOOR STORAGE
A123
EXTERIOR PLATFORM
STAFF TOILET
A122

JOINT USE AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE CITY OF LINCOLN

THIS JOINT USE AGREEMENT ("Agreement") is entered into as of the _____, 2003, by and between the Western Placer Unified School District, a public school district organized and existing under the laws of the State of California ("District"), and the City of Lincoln ("City"), together herein referred to as "Parties."

RECITALS

WHEREAS, Education Code section 17052 authorizes school districts to enter into joint use agreements with community organizations for the purpose of constructing libraries, multipurpose rooms and gymnasiums on school campuses where these facilities are used jointly for both school and community purposes, and provide State funding for such properties; and

WHEREAS, the District desires to construct a multipurpose facility ("Facility") on the grounds of Foskett Ranch Elementary, a school site that is owned by the District and generally located at the corner of Venture Drive and Street A, Lincoln, CA; and

WHEREAS, the City is a community organization charged with the responsibility of providing community service which is the purpose of the proposed Facility and this Agreement; and

WHEREAS, the City desires that it become a partner in the use of the proposed Facility under the terms and conditions set forth in State law under this Agreement; and

WHEREAS, the Parties wish to provide a Facility that will be available for use by students, faculty, staff, and the general public for community purposes, in accordance with the policies and procedures contained in this Agreement and such additional policies and procedures as may be developed, for the purpose of enhancing the services and facilities that might be offered by either party individually; and

WHEREAS, it is the intent of the Parties to maximize the use of a new joint use Facility by allowing community access to the Facility before and after school hours as much as practicable. It is also the intent of the Parties to provide access to the community at as minimal cost as possible, but at no cost basis to the District and the City; and

WHEREAS, the Parties wish to specify the method for sharing capital and operating costs, their relative responsibilities for the operation and staffing of the Facility, and the manner in which the safety of school pupils will be maintained during school hours, and other terms pertinent to the construction, operation, and use of the Facility; and

4.4.15

WHEREAS, the Parties have determined that the Facility will result in both economic and operational benefits to both Parties that could not be fully realized if acting independently.

NOW, THEREFORE, in consideration of the mutual promises and agreements herein contained, the parties hereto agree as follow:

TERMS

1. **Term of Agreement**. The term of this Agreement shall commence upon execution by both parties and shall remain in effect for 40 years. After the initial 40-year term, the agreement shall automatically renew every five (5) years.

2. **Description of Facility.** The District owns the buildings, parking lots and school grounds of Foskett Ranch Elementary School located at the corner of Venture Drive and Street A in the County of Placer, California. The portion of the School Site dedicated to the construction of the Facility is shown as Exhibit "A" attached hereto and incorporated by reference. The Parties intend that the Facility will be constructed as depicted in Exhibit "A" attached hereto, in accordance with plans and specifications approved by the Division of the State Architect which are hereby incorporated by reference and will supersede the attached Exhibit "A" to the extent they are inconsistent.

3. **Purpose of Facility.** The purpose of the Facility will be to provide the students of Foskett Ranch Elementary, and community members of Lincoln, regular access to multipurpose facilities. The Facility, in addition to supporting the District's educational purposes, is anticipated to support many youth and community groups and will be provided at minimal cost to the community. The Facility is intended to support, but not limited to, such activities as basketball, performing arts, dance, aerobics, etc., as well as providing space for general meetings.

4. **Construction of Facility.** The District shall be fully responsible for the construction of the Facility and for entering into any and all agreements required for, and relating to, the construction of the Facility. The District shall be responsible for complying with all State and local laws relating to the construction of school facilities.

5. **Project Approvals.** The District shall be responsible for obtaining all necessary approvals and permits for construction of the Facility including, but not limited to, obtaining approval of the plans and specifications by the Division of the State Architect, obtaining approval of the project by the State Department of Education, and applying for and obtaining State funding from the State Allocation Board.

6. **Funding Responsibilities for Construction.** Funding for the construction of the Facility shall be shared between the State of California and the District.

4.4.16

a. **State.** The State Allocation Board shall provide funding for construction in the amount approved by the State Allocation Board under the authority granted by Education Code section 17052 and in accordance with a separate agreement entered into between the District and the State pertaining to such funding.

b. **District.** The District shall provide all additional funding necessary for completion of the Project.

7. **Joint Use of the Facility.** The District and the City shall share the enjoyment and joint use of the Facility. The Parties hereby agree to cooperate in coordinating programs and activities conducted at the Facility so as to avoid conflicting or competing uses. To ensure the availability of the Facility to the District, the City and the community on an equitable basis, and based upon the purposes and intentions set forth herein, the following guidelines shall control the scheduling of the Facility.

a. **Scheduling Responsibility.** The District shall be fully responsible for scheduling all use of the Facility.

b. **Community Use.** The Facility shall be available for District-wide community purposes for the maximum extent possible after regular school hours, but no less than twenty (20) hours per week.

c. **District Priority.** The District shall have exclusive use and control of the Facility from , (7:30 a.m. – 4:00 p.m. regular school hours when school is in session.

d. **Scheduling Events.** On a bi-annual basis, (July and January) the District shall provide the City a schedule of all District events each school year as soon as such schedule is prepared. The City shall then submit a proposed schedule of City activities and events to the District. The District shall calendar City activities and events before any other group's events. The District is permitted a once per calendar year bumping right to use the facility provided that written notice is given by the District to the City 10 days in advance of the use of the facility.

e. **Coordination.** The designated Representative of the District and the City shall meet at least annually, to discuss operations and scheduling of the Facility and make any adjustments.

f. **Governance.** Any and all persons using the Facility shall abide by state and federal laws and regulations as well as local school board policies and administrative regulations.

8. **Operations of Facility.** The District shall be responsible for providing staffing, supervision, and security during regularly scheduled school hours when school is in session, during any official, school-sponsored activities that occur after school hours, and during other

4.4.19

community (non-City sponsored) events. The City shall be responsible for providing staffing, supervision, and security as deemed necessary by mutual agreement during all times during which the Facility is used for City sponsored activities and events.

9. **Operational Costs.**

a. **Responsibility for Costs.** The District will be responsible for the operational costs of the building including water, electricity, gas, and garbage pick-up for the facility and will assume the costs of normal maintenance on the interior and exterior of the building. The annual pre-arranged use of the facility by the City for City sponsored events is without cost (i.e., custodial, utilities or staff time) to the City, except in the case of extra-ordinary clean-up costs, or utility costs. Costs associated with the use of the Facility by other community groups will be borne by the sponsoring group. These costs may include, but are not limited to, custodial support, lighting or electrical costs, heating costs, additional trash pick-up costs and custodial services (including overtime pay for District custodians if necessary).

b. **Charges for Facility Use.** Charges for Facility use will be determined by the District and billed to the non- City sponsored user groups. All charges will be determined in advance of the event or activity and agreed upon by the District and the user group before the date of the event or start of the activity. Charges will be determined in accordance with the Civic Center Act (California Education Code section 38130 et seq.) and the District's policy and regulations implementing the Civic Center Act.

10. **Student Safety.** The safety and security of District students and staff are of paramount importance. Therefore, use of the facility during school hours will be limited to special requests and will require advance notice and prior approval by the District. All facility use by non-district users (both for City-sponsored and other community events) will be governed by the District's Board policies and administrative regulations regarding facilities use.

11. **Insurance.** Each party agrees to either self-insure in an amount not less than specified below or insure against damages or injuries which may arise from the activities contemplated by this Agreement by purchasing and maintaining for the term of this Agreement a commercial general liability insurance policy, and automobile policy, both with a combined single limit of not less than two million dollars ($2,000,000), which policy shall include or be endorsed to include the other party as an additional insured. The Parties agree to provide evidence of such insurance upon request. Each party shall also carry Workers' Compensation Insurance for its own employees as required by law.

12. **Indemnification.** Each party shall defend, indemnify and hold harmless from liability the other party, its officers, agents, servants or employees from all damages, costs, expenses which either of them shall become obligated to pay by reason of any liability imposed by law because of property damage or injury or death of any person received or suffered as a result of the use or occupancy by either party of the City or District facilities pursuant to this Agreement. Further, each party shall be responsible for any and all damage to property of the other party resulting from from such liable party's use of the facilities pursuant to this Agreement. Each

8.4.18

party hereto shall take out a policy of liability insurance or establish a self-insurance program in the manner provided by law. City and District agree to maintain minimum limits of $2,000,000 general liability insurance per occurrence, during the life of this agreement. TheCity and District also agree to maintain workers' compensation insurance for their respective employees.

13. **Termination.** This Agreement shall automatically terminate in the event the State Department of Education or the Division of the State Architect within one (1) year of execution does not approve the Facility. This Agreement shall also automatically terminate in the event Facility is not approved for funding by the State Allocation Board within one (1) year of execution. In such cases, the Parties may amend this Agreement or enter into a new agreement for the same purposes contained herein. After the initial 40-year term of this agreement, either party may terminate this agreement by providing at least six (6) months written notice prior to the end of each subsequent five (5) year term.

14. **Notice and Contacts.** All notices, statements, demands, requests, consents, approvals, authorizations, appointments or designations hereunder by either party to the other shall be in writing and shall be sufficiently given and served upon the other party, if sent by United States registered mail, return receipt requested, postage prepaid and addressed as follows:

District: Western Placer Unified School District
Superintendent of Schools
810 J Street
Lincoln, CA 95648

City: City of Lincoln
City Manager
640 5th Street
Lincoln, CA 95648

Either party may change its address or contact person by giving notice to the other party.

15. **Amendment.** This Agreement, including exhibits attached hereto, set forth the entire agreement between District and City, and the Parties must in the form of a written amendment agree to any modifications.

16. **Waiver.** The failure of either party to insist upon strict performance of any of the terms, conditions or covenants in this Agreement shall not be deemed a waiver of any right or remedy for a subsequent breach or default of the terms, conditions or covenants herein contained.

17. **Time.** Time is of the essence of every provision of this Agreement in which time is an element.

8.4.19

18. **Attorneys' Fees.** Should any party hereto retain legal counsel for the purpose of enforcing or preventing the breach of any provision of this Agreement, including, but not limited to, by instituting any action or proceeding to enforce any provision of this Agreement, for damages by reason of any alleged breach of any provision of this Agreement, for a declaration of such a party's rights or obligations hereunder, or for any other judicial remedy then, if said matter is settled by judicial determination (which term includes arbitration), the prevailing party (whether at trial or on appeal) shall be entitled, in addition to such other relief as may be granted, to be reimbursed by the losing party for all costs and expenses incurred thereby, including, but not limited to, all actual attorneys' fees and costs (as billed) for the services rendered to such prevailing party. As used herein, the term "prevailing party" shall include the definition set forth in California Code of Civil Procedure section 1032(a)(4); and also any party in whose favor declaratory relief is granted by any court. If some form of declaratory relief is granted to opposing parties in any action to enforce this Agreement, the court shall have discretion to apportion attorney's fees and costs between the opposing party.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date(s) indicated below.

DISTRICT:
Western Placer Unified School District

By: _____

Title: Superintendent/Board of Trustee Secretary

Date: _____

CITY:
City of Lincoln

By: _____

Title: City Manager

Date: _____

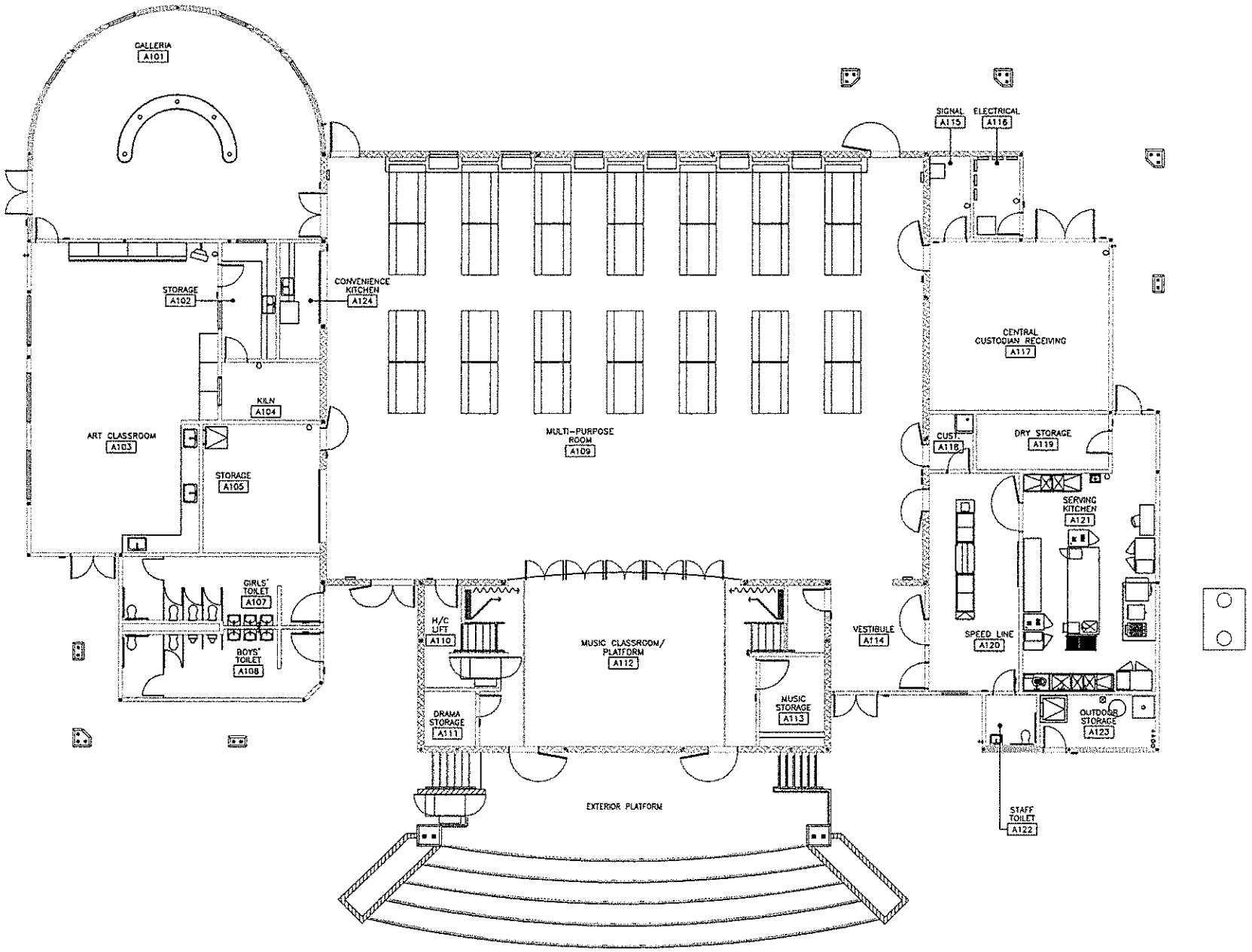
8.4.20

EXHIBIT 'A'

DESCRIPTION OF JOINT-USE FACILITY

A joint-use multipurpose building located at Foskett Ranch Elementary School, Lincoln, CA. The Facility consists of a multi-purpose room sized for youth league basketball, a stage, galleria, serving kitchen, after-hours convenience kitchen, central custodial room, portable bleacher storage and restrooms. Adjacent space includes an Art classroom with storage and prep space. The building is approximately 12,137 square feet of which 10,970 square feet is available for joint use activities. Attached are the most current floor plans.

8.4.21


GALLERIA
A101
STORAGE
A102
CONVENIENCE KITCHEN
A124
KILN
A104
ART CLASSROOM
A103
STORAGE
A105
GIRLS' TOILET
A107
BOYS' TOILET
A108
MULTI-PURPOSE ROOM
A109
H/C LIFT
A110
MUSIC CLASSROOM/ PLATFORM
A112
DRAMA STORAGE
A111
MUSIC STORAGE
A113
EXTERIOR PLATFORM
SIGNAL
A115
ELECTRICAL
A116
CENTRAL CUSTODIAN RECEIVING
A117
CUST
A118
DRY STORAGE
A119
SERVING KITCHEN
A121
VESTIBULE
A114
SPEED LINE
A120
OUTDOOR STORAGE
A123
STAFF TOILET
A122

R.4.22

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, localgovernment, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (LEP)___
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:
Approval of Revisions To the Placer Nevada SELPA and Assurance Statement

AGENDA ITEM AREA:
DISCUSSION/ACTION

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
Board Members Only, copies available at meeting

MEETING DATE:
May 6, 2003

BACKGROUND:

Being submitted for approval are revisions to the Placer Nevada SELPA local plan and assurance statement. Western Placer Unified School District is a member of the Placer Nevada Special Education Local Plan Area.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the revisions to the Placer Nevada SELPA local plan and the assurance statement as requested.

Eva\h:\wpfiles\Board\format3

8.5

PLACER NEVADA SELPA
Alfred D. Nobili, RLA Superintendent
Maureen O. Burness, Assistant Superintendent
"Building effective community to educate children with disabilities"

Ackerman School District
Alta Dutch Flat School District
Auburn Union School District
Chicago Park School District
Clear Creek School District
Colfax School District
Dry Creek School District
Eureka School District
Foresthill School District
Grass Valley School District
Horizon Instructional Systems
Loomis School District
Nevada Co. Supt. of Schools
Nevada Jt. Un. High Sch. District
Ia City School District
Newcastle School District
Ophir School District
Placer Co. Office of Education
Penryn School District
Placer Hills School District
Placer Un. High School District
Pleasant Ridge School District
Pleasant Valley School District
Ready Springs School District
Rocklin School District
Roseville City School District
Roseville Jt. Un. High Sch. District
Tahoe-Truckee School District
Twin Ridges School District
Union Hill School District
Western Placer School District

March 25, 2003

Roger Yohe, Superintendent
Western Placer Unified School District
810 "J" Street
Lincoln, CA 95648

Dear Roger:

Enclosed please find, for your Board approval, the updated Local Plan for the Placer Nevada Special Education Local Plan Area. The Local Plan needs to be presented for adoption by every school board in the SELPA. Upon adoption, two documents must be signed and returned to the SELPA:

1. Assurance Statements related to the provision of compliance with applicable state and federal laws relating to special education, and;
2. A Certification of Board Minutes, which will document the adoption by your Board.

In the Local Plan packet, you will find the Placer Nevada SELPA's Assurance Statements as a sample. My secretary, Bonnie Brown, will email to you a copy of both of these, so that you will be able to print them on your letterhead to be included in your Board packets.

Some of the Superintendents specifically have noted that they will just take this packet forward as a consent item to their Boards. However, if you would like me to attend the Board meeting where this will be discussed, please let me know as soon as possible, so that I can schedule it with you.

The compilation of all the signatures from all the Boards is due to the State by the end of this June, so please return your signed Assurance Statements and Board Certifications to the SELPA as soon as you are able.

Sincerely,

Maureen O Burness

Maureen O. Burness
Assistant Superintendent

MOB:bb
Enclosures

360 Nevada Street♦ Auburn ♦ CA♦95603 ♦ 530/745-1362

WESTERN PLACER UNIFIED **SCHOOL DISTRICT**

ASSURANCE STATEMENT

FREE APPROPRIATE PUBLIC EDUCATION (FAPE)

It shall be the policy of this SELPA that a free appropriate public education is available to all children residing in the SELPA between the ages of 3 and 21 inclusive, including children with disabilities who have been suspended or expelled from school. Appropriate education is that combination of educational and related service(s) as determined on an Individualized Education Program (IEP) that meets the unique needs of each individual in order to benefit from his/her access to educational opportunities.

FULL EDUCATIONAL OPPORTUNITY

It shall be the policy of this SELPA that all pupils with disabilities have access to the variety of educational programs and services available to non-disabled pupils including nonacademic and extra-curricular services and activities.

CHILD FIND

It shall be the policy of this SELPA that all children with disabilities, including children with disabilities attending private schools, regardless of the severity of their disability, and who are in need of special education and related services are identified, located and evaluated.

INDIVIDUALIZED EDUCATION PROGRAM (IEP)

It shall be the policy of this SELPA that an Individualized Education Program (IEP) or an Individualized Family Service Plan (IFSP) is developed, reviewed and revised for each child with a disability who requires special education and related services in order to benefit from his/her individualized education program.

LEAST RESTRICTIVE ENVIRONMENT

It shall be the policy of this SELPA that to the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the general educational environment, occurs only when the nature or severity of the disability of the child is such that education in general classes with the use of supplemental aids and services cannot be achieved satisfactorily.

PROCEDURAL SAFEGUARDS

It shall be the policy of this SELPA that children with disabilities and their parents shall be provided with safeguards throughout the identification, evaluation, placement process, and provision of a free appropriate public education to the child.

8.5.2

ANNUAL/TRIENNIAL REASSESSMENT

It shall be the policy of this SELPA that a review will be conducted on at least an annual basis to review the child's progress. This review shall include, but is not limited to, the achievement of annual goals, the appropriateness of placement, and/or to make any necessary revisions.

The LEA shall conduct a reassessment of each child with a disability at least once every three years, or more frequently, if conditions warrant a reassessment or if the child's parent or teacher requests a reassessment and a new Individualized Education Program (IEP) to be developed.

CONFIDENTIALITY

It shall be the policy of this SELPA that the confidentiality of personally identifiable data, information, and records maintained by the LEA relating to children with disabilities and their parents and families shall be protected at collection, storage, disclosure, and destruction.

PART C, TRANSITION

It shall be the policy of this SELPA that children participating in Early Intervention Programs (IDEA, Part C) and who will participate in preschool programs (IDEA, Part B) experience a smooth effective transition between these programs.

PRIVATE SCHOOLS

It shall be the policy of this SELPA to assure that children with disabilities voluntarily enrolled by their parents in private school shall receive special education and related services in accordance with local procedures. The required proportion of federal funds received will be allocated for the purpose of providing special education services to children with disabilities voluntarily enrolled in private school by their parents.

COMPLIANCE ASSURANCES

It shall be the policy of this SELPA that the local plan shall be adopted by the appropriate local board(s) of the districts and Placer and Nevada Counties and is the basis for the operation and administration of special education programs; and 2) that the agencies herein represented will meet all applicable requirements of state and federal laws and regulations, including compliance with the Individuals with Disabilities Education Act, Section 504 of Public Law, and the provisions of the California Education Code, Part 30.

GOVERNANCE

It shall be the policy of this SELPA to support and comply with the provisions of the governance structure described in this Plan, and any necessary administrative support to implement the plan.

COMPREHENSIVE SYSTEM OF PERSONNEL DEVELOPMENT (CSPD)

It shall be the policy of this SELPA that it will support and assist the state's efforts and activities to ensure an adequate supply of qualified special education, general education, and related services personnel.

4.5.3

PERSONNEL STANDARDS

It shall be policy of this SELPA to make an ongoing, good faith effort to recruit and hire appropriately and adequately trained personnel, as defined by state standards, to provide special education and related services to children with disabilities. Where there is a shortage of such personnel, the most qualified individuals available who are making satisfactory progress toward completing applicable coursework necessary to meet state standards, shall be assigned.

PERFORMANCE GOALS AND INDICATORS

It shall be the policy of this SELPA to comply with the requirements of the performance goals and indicators developed by the state, and provide data as required by the state.

PARTICIPATION IN ASSESSMENTS

It shall be the policy of this SELPA that students with disabilities are included in general State and district-wide assessment programs, with appropriate accommodations, where necessary. For those children with disabilities who cannot participate, alternate assessment will be conducted.

SUPPLEMENTATION OF STATE/FEDERAL FUNDS

It shall be the policy of this SELPA to include this information in the Annual Budget Plan submitted annually to the State.

MAINTENANCE OF EFFORT

It shall be the policy of this SELPA to provide assurances that funds received from Part B of the IDEA will be expended in accordance with the applicable provisions of the IDEA; will be used to supplement state, local and other Federal funds and not to supplant those funds; and will not be used to reduce the level of local funds and/or combined level of local and state funds expended for the education of children with disabilities except as provided in Federal law and regulations.

PUBLIC PARTICIPATION

It shall be the policy of this SELPA that, prior to its adoption of policies and procedures, the SELPA shall make the policies and procedures available to the general public, hold public hearings and provide an opportunity for comment by the general public.

SUSPENSION/EXPULSION

It shall be the policy of this SELPA that data on suspension and expulsion rates will be provided in the manner prescribed by the State.

PART C

It shall be the policy of this SELPA to submit the Part C (Infants) Local Interagency Agreement to the State as part of the Annual Service Plan.

In accordance with Federal and State laws and regulations, the Placer Nevada SELPA ensures that policies and procedures covered by this assurance statement are on file at the Local Education Agency and/or SELPA office.

E.5.4

Be it further resolved that the Superintendent shall administer the local implementation of procedures, in accordance with state and federal laws, rules, and regulations, which will ensure full compliance.

Adopted this _____ day of _____, 20__.

Yeas: _____ Nays: _____

Signed: _____, President of Board of Education

Signed: _____, Superintendent of _____ School District

8.5.5

CERTIFICATION OF BOARD MINUTES

This is to certify that the _____School Board, at its regular meeting on _____, 2003, approved the Elements of the Local Plan. The agency(ies) herein represented will meet all applicable requirements of state and federal laws, regulations and state policies and procedures, including compliance with the Individuals with Disabilities Education Act, 20 USC 1400 et.seq., and implementing regulations under 34 CFR, Parts 300 and 303, Section 504 of Public Law, the Federal Rehabilitation Act of 1973, as amended, and the provisions of the California Education Code, Part 30 and Chapter 3, Division 1 of Title VI of the California Code of Regulations.

MOTION: _____

SECOND: _____

Vote: Ayes: _____

Noes: _____

Absent: _____

I certify that the foregoing statement is true and correct.

Date: _____

Signed:_____

_____

Print Name and Title

8.5.6

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	
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:
Adoption of revision of BP and AR 6174

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Scott Leaman

ENCLOSURES:
Yes

MEETING DATE:
May 6, 2003

BACKGROUND:

Recently, an all-day meeting was held with teacher representatives from each site to align our English Learner policies with current programs and assessments. Based on their input, suggested revisions to Board Policy and Adminstrative Regulation 6174 are attached.

ADMINISTRATION'S RECOMMENDATION:

Administration recommends adoption of the revision of BP and AR 6174.

4.4

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 6174 (a)

Education for English Language Learners

The Governing Board intends to provide English language learners with challenging curriculum and instruction that develop proficiency in English as rapidly and effectively as possible in order to assist students in accessing the full educational program and achieving the district's academic standards. The district's program shall be based on sound instructional theory and shall be adequately supported so that English language learners can achieve results at the same academic level as their English-proficient peers in the regular course of study.

The Board encourages staff to exchange information with staff in other districts and the county office of education about programs, options and strategies for English language learners that succeed under various demographic conditions.

(cf. 4112.22/4212.22 - Staff Teaching Students of Limited English Proficiency)

The Superintendent or designee shall maintain procedures which provide for the identification, assessment and placement of English language learners and for their redesignation based on criteria adopted by the Board and specified in administrative regulations.

To evaluate program effectiveness, the Superintendent or designee shall regularly examine program results, including reports of the English language learners' academic achievement, their progress towards proficiency in English and the progress of students who have been redesignated as fluent English proficient. The Superintendent or designee shall annually report these findings to the Board and shall also provide the Board with regular reports from any district or schoolwide English learner advisory committees.

(cf. 6190 - Evaluation of the Instructional Program)

Type of Instruction

Students who are English language learners shall be educated through "sheltered English immersion" or "structured English immersion" during a temporary transition period not normally intended to exceed one year. "Nearly all" of the classroom instruction in the district's sheltered English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language. (Education Code 305, 306)

The district has defined the term "nearly all" as follows:
Classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

8.6.1

When an English language learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education or any locally developed assessments and using other criteria developed by the district, he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in which the instruction is "overwhelmingly" in English. (Education Code 305; 5 CCR 11301)

An English language learner has acquired a "reasonable level of English proficiency" when he/she has achieved the following:
A score of "Early Advanced" or better on the California English Language Development Test.

(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)
(cf. 6171 - Title I Programs)

Upon the request of his/her parent/guardian, a student shall be placed in an English language mainstream classroom. (5 CCR 11301)

Parental Exception Waivers

At any time during the school year, the parent/guardian of an English language learner may have his/her child moved into an English language mainstream program.

Parent/guardian requests for waivers from Education Code 305 regarding placement in a sheltered English immersion program shall be granted in accordance with law and administrative regulation.

If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the Superintendent's decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent's decision shall be final. If the Board hears the appeal, the Superintendent shall send the Board's decision to the parent/guardian within seven working days.

(8/98 10/98) 11/02

9.b.2

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 6174 (a)

Education for English Language Learners

Definitions

English learner means a child who does not speak English or whose native language is not English and who is not currently able to perform ordinary classroom work in English, also known as limited English proficient or LEP child. (Education Code 306)

English language classroom means a classroom in which the language of instruction used by the teaching personnel is overwhelmingly the English language, and in which such teaching personnel possess a good knowledge of the English language. (Education Code 306)

English language mainstream classroom means a classroom in which the students either are native English language speakers or already have acquired reasonable fluency in English. (Education Code 306)

Sheltered English immersion or structured English immersion means an English language acquisition process in which nearly all classroom instruction is in English but with the curriculum and presentation designed for students who are learning the language. (Education Code 306)

Bilingual education/native language instruction means a language acquisition process for students in which much or all instruction, textbooks, and teaching materials are in the student's native language. (Education Code 306)

Identification and Assessment

Upon enrollment, each student's primary language shall be determined through use of a home language survey. (5 CCR 4304)

Within 30 calendar days of their initial enrollment, students who are identified as having a primary language other than English, as determined by the home language survey, and for whom there is no record of results from an English language development test shall be assessed using the California English Language Development Test (CELDT). (5 CCR 11511)

All students shall have sufficient time to complete the CELDT as provided in the directions for test administration. (5 CCR 11516)

8.4.3

Any student with a disability shall take the CELDT with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs. (5 CCR 11516.5)

(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education under Section 504)

The district shall notify parents/guardians of their child's results on the CELDT within 30 calendar days. (5 CCR 11511.5)

Within 90 days of initial enrollment, students identified as having limited English proficiency shall be further assessed for primary language proficiency in comprehension, speaking, reading and writing. The Superintendent or designee shall develop criteria for determining student needs on the basis of these assessments. (former Education Code 52164.1, 62002)

(cf. 5145.6 - Parental Notifications)

Before students are enrolled in a program for English language learners, parents/guardians shall receive information about the program and their opportunities for parental involvement. This information shall include the fact that an individual student's participation in the program is voluntary on the part of the parent/guardian. (Education Code 52173)

Not later than 30 calendar days after the beginning of the school year, each parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title III funds shall receive notification of the assessment of his/her child's English proficiency. The notice shall include all of the following: (Education Code 440; P.L. 107-110, Section 1112)

1. The reason for the student's classification as English language learner

2. The level of English proficiency

3. A description of the program for English language development instruction, including a description of all of the following:

   a. The manner in which the program will meet the educational strengths and needs of the student

5.6.4

b. The manner in which the program will help the student develop his/her English proficiency and meet age-appropriate academic standards

c. The specific exit requirements for the program, the expected rate of transition from the program into classrooms not tailored for English language learner students, and the expected rate of graduation from secondary school if Title I funds are used for students in secondary schools

d. Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP

4. Information regarding a parent/guardian's option to decline to allow the student to become enrolled in the program or to choose to allow the student to become enrolled in an alternative program

5. Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered

Parent/guardians also shall be notified of the results of any reassessments. (Education Code 52164.3)

Parental Exception Waivers

At the beginning of each school year, parents/guardians shall be informed of the placement of their children in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; 5 CCR 11303)

A parent/guardian may request that the district waive the requirements of Education Code 305, pertaining to the placement of a student in a structured English immersion program if the one of the following circumstances exists:

1. Students who already know English: The student already possesses good English language skills, as measured by standardized tests of English vocabulary comprehension, reading and writing, in which the student scores at or above the state average for his/her grade level or at or above the fifth-grade average, whichever is lower. (Education Code 311(a))

2. Older students: The student is age 10 years or older, and it is the informed belief of the school principal and educational staff that an alternate course of study would be better suited to the student's rapid acquisition of basic English skills. (Education Code 311(b))

According to the CDE, for a special education student, the IEP determines placement of that student, and therefore a waiver pursuant to this section is not required.

3. Students with special needs: The student already has been placed, for a period of not less than 30 calendar days during that school year, in an English language classroom and it is subsequently the informed belief of the school principal and educational staff that the student has special physical, emotional, psychological or educational needs and that an alternate course of educational study would be better suited to the student's overall educational development. (Education Code 311(c))

The parent/guardian shall personally visit the school to apply for the waiver. (Education Code 310)

Upon request for a waiver, the Superintendent or designee shall provide to the parents/guardians: (Education Code 310, 311; 5 CCR 11303)

1. A full written description, and a spoken description upon request, of the intent and content of the structured English immersion program, any alternative courses of study and all educational opportunities offered by the district and available to the student, and the educational materials to be used in the different educational program choices

2. For a request for waiver pursuant to Education Code 311(c), notification that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the Superintendent must approve the waiver pursuant to Board-established guidelines

The principal or designee shall act upon all parental exception waivers within 20 instructional days of submission to the principal. However, parental waiver requests pursuant to Education Code 311(c) (Students with Special Needs) shall not be acted upon during the 30-day placement in an English language classroom. These waivers shall be acted upon no later than 10 calendar days after the expiration of that 30-day English language classroom placement or within 20 instructional days of submission of the waiver to the principal, whichever is later. (5 CCR 11303)

When evaluating waiver requests for students who already know English pursuant to Education Code 311(a) (students who already know English) and other waiver requests for those students for who standardized assessment data are not available, other equivalent assessment measures may be used. These equivalent measures may include local assessments, local standards and teacher evaluations.

9.6.4

Parental exception waivers pursuant to Education Code 311(b) (Students 10 Years or Older) shall be granted if it is the informed belief of the principal and educational staff that an alternate course of educational study would be better suited to the student's rapid acquisition of basic English language skills. (Education Code 311)

Parental exception waivers pursuant to Education Code 311(c) (Students with Special Needs) shall be granted if it is the informed belief of the principal and educational staff that, due to the student's special physical, emotional, psychological or educational needs, an alternate course of educational study would be better suited to the student's overall educational development. (Education Code 311)

The principal shall consider all waiver requests made pursuant to Education Code 311(c) for students with special needs and shall submit a rationale of the decision regarding the waiver to the Superintendent. When determining whether or not to recommend the approval of the waiver request, the principal shall assume that the facts justifying the request attested by the parent/guardian are a true representation of the child's condition.

For all waiver requests, parental exception waivers shall be granted unless the principal and educational staff have determined that an alternative program offered at the school would not be better suited for the overall educational development of the student. (5 CCR 11303)

Each waiver shall be considered on its individual merits with great deference given to parental preference for student placement.

Individual schools in which 20 students or more of a given grade level receive a waiver shall be required to offer such a class; otherwise they must allow the students to transfer to a public school in which such a class is offered. (Education Code 310)

Students wishing to transfer shall be subject to the district's intradistrict and interdistrict attendance policies and administrative regulations. Students wishing to transfer to another district shall also be subject to the receiving district's interdistrict attendance policies and administrative regulations.

(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5117 - Interdistrict Attendance)
(cf. 5117.1 - Interdistrict Attendance Agreements)
(cf. 5117.2 - Alternative Interdistrict Attendance Program)

8.6.7

In cases where a parental exception waiver is denied, the parent/guardian shall be informed in writing of the reason for the denial and, if relevant, any procedures that exist to appeal the decision to the Board. (5 CCR 11303)

Waiver requests shall be renewed annually by the parent/guardian. (Education Code 310)

Reclassification

The district shall continue to provide additional and appropriate educational services to English language learners for the purposes of overcoming language barriers until the English language learners have: (5 CCR 11302)

1. Demonstrated English language proficiency comparable to that of the district's average native English language speakers

2. Recouped any academic deficits which may have been incurred in other areas of the core curriculum as a result of language barriers

English language learners shall be reclassified as fluent English proficient when they are able to comprehend, speak, read and write English well enough to receive instruction in the regular program and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study. (Education Code 52164.6)

The following criteria shall be used to determine whether an English language learner shall be reclassified as fluent English proficient:

Assessment of English Language Proficiency

1. Using the English Language Development Test (CELDT), consider for reclassification those students whose overall proficiency level is *Early Advanced or higher* and;

- **Listening/speaking, is *Intermediate or higher*;**
- **Reading is *Intermediate or higher*; and**
- **Writing is *Intermediate or higher.***

Those students whose overall proficiency level is in the upper end of Intermediate may also be considered for reclassification if additional measures determine the likelihood that a student is proficient in English.

Teacher Evaluation

2. Consider for reclassification those students which receive:

8.6.8

Elementary- a "2" (minimum)/Satisfactory or higher on the core academic portions their elementary report card.
Secondary – a grade of "C" or better in the core academic areas of their report card.

Parent Opinion and Consultation
3. Prior to reclassification of all students, an invited committee comprised of the site administrator or designee, presenting teacher, parent, and other interested teachers will meet to determine the appropriateness of reclassification and discuss the reclassification based on the criteria. Parents and guardians will be provided notice of their right to provide input and will be encouraged to participate in the process. The recommendation of the committee will be forwarded to the Superintendent or designee for ratification.

Comparison of Performance in Basic Skills
4. Consider for reclassification those students in grades 2-12 scoring at least in the 25th percentile on a nationally normed standardized test in total reading, total language, and total math or a level of "Basic" or higher on the California Standards Tests in language arts and math.

Objective data on the student's academic performance in English
5. Consider for reclassification those students which receive:
Elementary- a "2" (minimum) or higher on language arts portion or their elementary report card. Students in grades K-1 who meet criteria #1, #2 and #5 may be considered for reclassification after the successful completion of a year in a mainstreamed program.
Secondary – a grade of "C" or better on the language arts portion of their report card.

Alternative Reclassification
Upon occasion, an English Learner may have been in a specialized language assistance program for five or more years but be unable to meet the reclassification criteria in one or more areas. After documenting multiple interventions, it is acceptable for the site's reclassification team, as described in #3 above, to meet and discuss the student's unique learning results. If the team, after careful consideration, determines that factors other than language are intruding on the student's ability to reach selected reclassification standards, the committee may proceed with the reclassification process. The alternative reclassification process is to be used only for exceptions and take place only within the limits described. In the case of a Special Education student with an Individual Education Plan, a special education teacher will be present at the committee.

The Superintendent or designee shall provide subsequent monitoring and support for reclassified students, including but not limited to monitoring the performance of reclassified students in the

8.6.9

core curriculum in comparison with their native-English speaking peers, monitoring the rate of reclassification, and ensuring correct classification and placement. **The committee, as described in #3 above, may be reconvened if warranted by the reclassified student's academic performance based on the monitoring process.**

The Superintendent or designee shall develop a process to monitor the effectiveness of the district's program for English language learners. The district's program shall be modified as needed to help ensure language and academic success for each English language learner.

Advisory Committees

At the district level when there are more than 50 English language learners in the district and at schools with more than 20 English language learners, parent/guardian advisory committees shall be maintained to serve the advisory functions specified in law.

Parents/guardians of English language learners shall constitute committee membership in at least the same percentage as their children represent of the total number of students in the school. (Education Code 52176)

The district's English language advisory committee shall advise the Board on at least the following tasks:

1. The timetable for and development of a district master plan of education programs and services for English learners, taking into consideration the school site plans for English learners

2. The districtwide needs assessment

3. Establishment of a district program, goals and objectives for programs and services for English learners

4. Development of a plan to ensure compliance with applicable teacher or aide requirements

5. Administration of the language census

6. Review of and comments on the written notification of initial enrollment as required in 5 CCR 11303

7. Review and comments on any related waiver request

8. Review of and comment on the district's reclassification procedures

8.6.10

State Mandated Assessments

Identified English Learners students enrolled for 12 months or less may receive accommodations on mandated assessments consistent with State guidelines.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

The Superintendent or designee shall ensure that committee members receive appropriate training and materials to help the members carry out their responsibilities.

(10/95 10/98) 11/02

4.6.11

WESTERN PLACER UNIFIED SCHOOL DISTRICT

PARENTAL EXCEPTION WAIVER
EDUCATION CODE 311(a): Children who know English

Name:_____ Grade:_____

School:_____ Date of Birth:_____

Language Designation:_____

My child possesses good English language skills and for that reason I request a waiver of the school's Structured/Sheltered English language program. I understand that the objective for my child is to be taught English as rapidly and effectively as possible.

I have personally visited the school to apply for this waiver.

I have been provided a full written description of: the intent and content of the structured English immersion program; any alternative courses of study offered by the district and made available to my child; all educational opportunities offered by the district and made available to my child; and the educational materials to be used in the different educational program choices.

I understand that I must request that this waiver be reconsidered annually, each school year.

Parent/Guardian Signature:_____ Date:_____

Address:_____

City:_____ State:_____ Zip:_____

Phone Number:_____

For School Use Only:

Child's English standardized test scores: Scores must be at or above the state average for the child's grade level or above the 5th grade average:

_____

Waiver Granted/Denied:_____ Date:_____

Signature:_____

4.6.17

Western Placer Unified School District

Instruction E 6 174(a)

Solicitud de Excepción del Padre
Código de Educaclón 311(a): Niñios que saben inglés

Nobre:_____Grado:_____

Escuela:_____ Fecha de nacimiento:_____

Idioma natal:_____

Mi hijo(a) poseé buenas habilidades del idioma inglés y por esa razón yo solicito una excepción del Programa de Inmersión al Inglés Estructurado. Comprendo que el objetivo para mi hijo(a) debe ser el que se le enseñe inglés lo màs ràpido y efectivamente posible.

Yo visité personalmente la escuela de mi hijo(a) para solicitar esta excepción.

Se me ha entregado una completa descripción por escrito de: el propósito y el contenido del Programa de Inmersión al Ingles Estructurado; cualquier otro curso de estudio ofrecido por el distrito creado para estar al alcance de mi hijo(a); todas las oportunidades educativos ofrecidas por el distrito creadas para estar al alcance de mi hijo(a); y de los materiales educativos para ser usados en las diferentes opciones de programas educativos.

Entiendo que debo solicitar esta excepción anualmente, cada año escolar.

Firma de Padre ó tutor:_____Fecha:_____

Dirección:_____

Ciudad:_____ Estado:_____Código postal:_____

Teléfono:_____

Pam uso esciusivo de Ia escuela:

Calificaciones del exàmen uniforme de inglés: Las calificaciones deben estar al nivel a aniba del promedlo del estado pam el grado al que corresponde el niño o arriba del promedio de quinto grado:

_____

Excepcion otorgado/negada:_____Fecha:_____

Firma:_____

4.6.13

WESTERN PLACER UNIFIED SCHOOL DISTRICT

PARENTAL EXCEPTION WAIVER
EDUCATION CODE 311(b): Children age 10 or older

Name:_____Grade:_____

School:_____ Date of Birth:_____

Language Designation:_____

My child Is 10 years of age or older and I believe that an alternate course of study Is better suited to my child's rapid acquisition of English. For that reason, I request a waiver of the school's Structured/Sheltered English language program. I understand that the objective for my child is to be taught English as rapidly and effectively as possible.

I have personally visited the school to apply for this waiver.

I have been provided a full written description of: the intent and content of the structured English immersion program; any alternative courses of study offered by the district and made available to my child; all educational opportunities offered by the district and made available to my child, and the educational materials to be used in the different educational program choices.

I understand that I must request that this waiver be reconsidered annually, each school year.

Parent/Guardian Signature: _____Date:_____

Address:_____

City:_____State:_____ Zip:_____

Phone Number:_____

For School Use Only:

Waiver Granted/Denied:_____

Signature:_____

8.6.14

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Soilcitud de Excepclón del Padre
Código de Educaclón 311(a): Niños de 10 años de edad o mayor

Nobre:_____ Grado:_____

Escuela:_____ Fecha de nacimiento:_____

Idioma natal:_____

Mi hijo(a) tiene, o es mayor de, 10 años de edad y creo que un curso alternativo es el màs adecuado para dar a mi hijo (a) una pronta enseñanza del inglés. Por esa razón solicito una excepción del Programa de Inmersión al Inglés Estructurado. Comprendo que el objetivo pam mi hijo(a) es que se le enseñe inglés lo màs ràpido y efectivamente posible.

Yo personalmente visité la escuela de mi hijo(a) para solicitar esta excepción.

Se me ha entregado una completa descripción por escrito de: el propósito y el contenido del Programa de Inmersión al Inglés Estructurado: cualquier otro curso de estudio ofrecido por el distrito creado para estar al alcance de mi hijo(a); todas las oportunidades educativas ofrecidas por el distrito creadas para estar al alcance de mi hijo(a); y de los materiales educativos para ser usados en las diferentes opciones de programas educativos.

Entiendo que debo solicitar esta excepción anualmente, cada año escolar.

Firma de Padre ó tutor: _____Fecha:_____

Dirección:_____

Ciudad:_____ Estado:_____Código postal:_____

Teléfono:_____

Para uso exclusivo de Ia escuela:

Calificaciones del exàmen uniforme de inglés: Las calificaciones deben estar al nivel o arriba del promedio del estado para el grado al que corresponde el niño o arriba del promedio de quinto grado:

_____

Excepcion otorgado/negada_____ Fecha:_____

Firma:_____

8.6.15

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Instruction E 6174(c)

PARENTAL EXCEPTION WAIVER
EDUCATION CODE 311(c): Children with Special Needs

Name:_____Grade:_____

School:_____ Date of Birth:_____

Language Designation:_____

I believe that my child has special needs and that an alternate course of study is better suited to his/her educational development. (check all that apply and provide a brief statement)

_____Educational Needs _____Physical Needs ____Emotional/Psychological Needs

_____

_____

Therefore, I request a waiver of the school's Structured/Sheltered English language program. I understand that the objective for my child is to be taught English as rapidly and effectively as possible. I have personally visited the school to apply for this waiver.

I understand that my child must be placed in an English language classroom for 30 calendar days and that this waiver will be considered by the Superintendent pursuant to Board-established guidelines.

I have been provided a full written description of: the intent and content of the structured English immersion program; any alternative courses of study offered by the district and made available to my child; all educational opportunities offered by the district and made available to my child; and the educational materials to be used in the different educational program choices.

I understand that I must request that this waiver be reconsidered annually, each school year.

Parent/Guardian Signature:_____ Date:_____

Address:_____

City:_____ State:_____ Zip:_____

Phone Number:_____

For School Use Only:

Waiver Granted/Denied:_____Date:_____

Signature:_____

8.6.16

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Instruction E 6 174(c)

Solicitud de Ercepción dcl Padre

Códlgo de Educación 311(a): Niños que requieren de educación especial

Nombre:_____Grado:_____

Escuela:_____ Fecha de nacimlento:_____

Idioma natal:_____

Mi hijo(a) requiere educación especial y creo que un curso alternativo es el màs adecuado para su desarrollo educativo. (Marque todo lo que corresponda a su hijo(a) y dé una explicación breve)

_____Necesidades educativas ____ Necesidades fisicas _____Necesidades emocionales y psicológicas

_____

_____

Solicito una excepción del Programa de lnmersión al Inglés Estructurado. Comprendo que el objetivo para mi hijo(a) es que se le enseñe inglés lo màs ràpido y efectivamente posible. Yo personalmente visité la escuela de mi hijo(a) para solicitar esta excepción.

Comprendo que mi hijo(a) serà colocado en un salón de lnstrucción de inglés por 30 dias del calendario escolar y que esta excepción serà considerada por el superintendente escolar de acuerdo a las guias establecidas por la mesa directiva escolar.

Se me ha entregado una completa descripción por escrito de: el propósito y el contenido del Programa de Inmersión al Inglés Estructurado: cualquier otro curso de estudio ofrecido por el distrito creado para estar al alcance de mi hijo(a); todas las oportunidades educativas ofrecidas por el distrito creadas para estar al alcance de mi hijo(a): y de los materiales educativos para ser usados en las diferentes opciones de programas educativos.

Entiendo que debo solicitar esta excepción anualmente, cada año escolar.

Firma de Padre tutor _____Fecha:_____

Dirección:_____

Ciudad:_____ Estado:_____ Código postal:_____

Teléfono:_____

Para uso exclusivo de la escuela:

Calificaciones del exàmen uniforme de inglés: Las calificaciones deben estar al nivel o arriba del promedio del estado para el grado al que corresponde el niño o arriba del promedio de quinto grado:

_____

Excepcion otorgado/negada_____ Fecha:_____

Firma:_____

4.6.17

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:

Horizon Instructional Systems Internal Management Review.

SUBJECT AREA:

Information/ Discussion

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

Attached are the findings and recommendations generated from the Horizon Instructional Systems Internal Management Review.

SUPERINTENDENT'S RECOMMENDATION:

No action required.

8.1

HORIZON INSTRUCTIONAL SYSTEMS

Internal Management Review
Business Services

On January 30, 2003, Horizon Instructional Systems (HIS) contracted with the Western Placer Unified School District (WPUSD) and the Placer County Office of Education (PCOE) to perform an internal management review of the Business Services function.

HIS recently went through a difficult period of restructuring and transitioning its administration and central office functions from control of an outside management firm, Innovative Education Management (IEM), to taking on those responsibilities internally. With the new administrative structure in place, and the school's charter up for renewal, HIS requested this review to help address and alleviate any concerns of the sponsoring district (WPUSD) and the county office (PCOE).

Initially, HIS asked that this review encompass both the business and educational sides of their operation. However, due to time constraints and manpower restrictions, this review addresses only the business functions. At later date, under a separate contract, the educational component may be reviewed.

Considering the large geographic boundaries (six counties) of the school and the type of educational delivery system it offers (primarily home-based instruction), the business office runs surprisingly well. We observed a high degree of commitment and integrity among all the employees, and a sense that everyone wanted to do a good job and were open to suggestions for improvement. Throughout our meetings with Governance Committee (GC) members, LuAnn Boone, CEO, and the administrative and clerical staff, we found everyone to be forthcoming and honest when self-evaluating their operation. Everyone should be commended for their assistance with this review.

The following pages outline the findings and recommendations from this review.

8.7.1

ATTENDANCE ACCOUNTING

The attendance accounting function was reviewed to ensure compliance with State and local policies and guidelines. Local attendance policies were reviewed, and then the appropriate staff were interviewed regarding the actual flow and control of the attendance accounting process. One hundred student records were pulled at random for the following review:

1. Student Enrollment Applications were reviewed to ensure the forms were accurately completed and contained the proper signatures.

2. Student Agreements were reviewed to ensure the forms were accurately completed and contained the proper signatures. In addition, the student records were checked to ensure that a Student Agreement was on file for each semester if applicable. The Student Agreements were also compared to the Student Enrollment Applications to ensure that an approved application was on file prior to the Student Agreement being generated.

3. Attendance Roll Sheets were audited to verify that they were completed in ink and signed by the parent and the Educational Specialist (i.e., Certificated Teacher). The beginning and ending dates of the enrollment period were reviewed for accuracy. The first day of attendance was compared against the Student Enrollment Applications and Student Agreements to ensure attendance was only claimed for those days that the student was actually enrolled in the school.

4. The fourth school month was chosen to test the accuracy of the attendance data flow by tracing the apportionment days of attendance from the Attendance Roll Sheets to the computer generated monthly attendance reports, and then to the school-wide summary report to the final P-2 ADA Report.

5. Finally, the Learning Records for the sample students were reviewed for the fourth month to determine if a reasonable amount of work was completed and signed off to support the claiming of attendance.

Overall, given the large volumes of paperwork received and generated by the attendance accounting unit, we found that the attendance personnel manage this process both efficiently and accurately.

8.7.7

Based on this review, the following recommendations are being made:

1. There continues to be a problem receiving the roll sheets in a timely manner from the Educational Specialists. This deficiency becomes critically apparent for P-1 and P-2 attendance reporting purposes. Failure to turn in the roll sheets on time prior to the P-1 and P-2 reporting periods forces HIS to drastically under-claim its average-daily-attendance (ADA). Therefore, HIS must operate on a reduced apportionment from the State until after a revised P-2 report is processed. Last year's P-2 attendance report was understated in terms of funding by approximately $703,083. If reported correctly, then HIS would have been receiving its monthly funding apportionment based on the higher amount. However, since a revision had to be processed with the State, the money will not be received until July 2003.

   The 2002-03 P-1 ADA is under-reported by 200-300 ADA. If reported correctly, HIS would have begun receiving its correct funding apportionment at the end of February. Unfortunately, no increase to funding will be made until after the P-2 attendance report is filed and the adjustment is made in July. Of course, if P-2 ADA is under-reported again, then this cycle will continue.

   This under-reporting of ADA has resulted in a severe cash-flow deficit for the school. It is highly unlikely that HIS will be able to make it through this year without securing interim financing from either the Placer County Treasury, or another financing source. On top of operating with a reduced funding apportionment from the State, HIS will have to make interest payments on the interim financing.

   It is critical that controls are put in place to ensure that Educational Specialist submit roll sheets in a timely manner to facilitate an accurate accounting of ADA for the P-1 and P-2 attendance reporting periods.

2. The review of the roll sheets revealed a number of administrative errors and corrections that could be avoided if Educational Specialists utilized the standardized roll sheets available to them through the HIS website. This practice would help eliminate the periodic overlap of attendance days between school months, since the beginning and ending dates would already be preprinted on the form.

3. Students currently have the option of enrolling in either one of two school tracks. In order to help standardize the attendance accounting function, and to facilitate similar school months, all students should be required to attend school on the same school calendar.

8.1.3

4. A review of the student address list did not reveal any families living outside of the HIS six-county attendance area (El Dorado County, Nevada County, Placer County, Sacramento County, Sutter County, and Yuba County). However, there is not a system in place to verify resident status such as reviewing utility bills or some other form of address specific documentation.

5. HIS does not have a process to determine if students age 20 and over were continuously enrolled in a K-12 educational system prior to entering HIS. There are approximately 123 students, or 77.33 ADA, that fall into this category. HIS needs to develop and implement a system that can verify continuous enrollment for those students age 20 and over, or consider dropping this program and redesignating these students to a District Adult Education program.

6. Teacher-to-student ratios were reviewed and found to be in compliance. HIS ratios are compared against Sacramento City Unified School District which is the largest unified district in the HIS attendance area.

7. The attendance accounting function is currently managed as a separate entity from the Business Services Department. Due to the significant impact attendance accounting has on the operational funding of HIS, and considering all of the audit requirements associated with the process, it is strongly recommended that this function be moved under the responsibility of the Business Services Department.

BUDGET DEVELOPMENT & MONITORING

Develop and Implement a Budget Calendar

Each phase of budget development and budget management requires a multitude of steps and actions to be considered. In addition to adhering to calendar dates established by state law, i.e., First and Second Interim Reports, Budget Adoption, and Unaudited Actual Financial Statements, the budget calendar will also contain multiple dates set locally to ensure a comprehensive budget process. The Budget Calendar should also incorporate a responsibility matrix to designate actions required and due dates for key personnel and departments within the organization. The development and implementation of the budget calendar, and the responsibility matrix, will result in a comprehensive source document that should be shared with the organization's constituency to enhance confidence and trust in the school's management of resources.

Process Revisions to the Budget

Since at any point in time, the budget is only a snapshot of the school's financial picture, revisions should be processed at least monthly. As new information is received, and budgets are reallocated to meet the needs of the school's operations, budget revisions should be generated and submitted to the Governance Committee for review and adoption.

Establish and Maintain Position Control

A critical tool for accurately developing, and then monitoring the school's budget is a comprehensive position control system. Since approximately 66% of Horizon Instructional System's expenditure budget is dedicated for employee salaries and benefits, controls need to be in place to maximize the efficient use of these resources.

Position Control will enable the school to manage and maintain staffing levels by authorized positions instead of the number of employees. Position Control, when used in conjunction with the budget development process, will produce salary and benefits projections and reports. Administration will need to set and implement well-defined salary schedules and contract days for Educational Specialists, and add this to the already existing Classified and Management Position Control to properly develop an accurate and comprehensive Position Control system.

8.7.5

Complete Multi-Year Projections (MYPs) at Budget Adoption, First Interim, and Second Interim Reporting Periods.

Multi-year financial planning is the basis of effective financial management. The multi-year projections will include current year-to-date information, and projected year-end financial data for the current year. A two to five-year projection of future revenues and expenditures is then added, using the current budget as a baseline bench. Referring to the bottom line in each year of the projection, the appropriate personnel can quickly determine the long-term impact of current financial decisions.

At a minimum, there are several key variables that need to be incorporated in the MYP:

1. Revenue projections.

2. Student enrollment projections and demographics.

3. Expenditure projections, especially staffing and total compensation variables derived from the Position Control system. There is a direct link between student enrollment, staffing, and the fiscal health of the school.

4. Other areas within the expenditure projections include instructional budgets, books and supplies, contract services, capital outlay, long-term debt, and encroachment on unrestricted resources from other programs such as Special Education.

Develop and Present Assumptions for Budget Adoption, Interim Reports, and Multi-Year Projections.

The assumptions that are used as a basis for the development of financial reports, i.e., the Adopted Budget, the First and Second Interim Reports, and MYPs, should be included with the reports and presented to the Governance Committee and submitted to the Western Placer Unified School District and the Placer County Office of Education.

Assumptions need to address the rationale behind the revenue projections, both in terms of gains and losses. Expenditure projections should be detailed to explain increases and decreases in staffing, and the net effect on authorized FTEs. Statutory payroll expenses and health and welfare benefits, instructional budgets, contract services, capital outlay, long-term debt, and encroachment levels all need to be supported by objective, quantitative and/or qualitative assumptions. Changes in the ending fund balance, and reserve requirements should also be supported in written narrative.

8.7.6

Develop a Report Format for the Adopted Budget

The budget document is the final product generated from the lengthy budget development process. The budget document is intended to translate the school's educational program into financial terms. A well-defined budget with key data expressed in a combination of narrative, charts, and graphs will provide a document that is easy-to-read and interpret by the school's broad-based constituency. The budget document should contain the following major sections:

Table of Contents
Policy Overview
Budget Calendar
Operating Detail
Financial Summaries (including MYP's and trends)
Organization, Community and Student Profiles
Charts, Graphs, and Exhibits
Glossary

Develop Enrollment-to-ADA Trends to Use as Projections for P-2 ADA

Projecting P-2 average daily attendance (ADA) is the cornerstone for financial planning. The school's operating budget is supported primarily from those funds received from the State for P-2 ADA counts. Therefore, the ability to reasonably project P-2 ADA for both the current year, and for future years, will provide the Governance Committee and the management team with an important foundational tool in which to build their budgets.

There are a number of processes that can be used to take enrollment numbers and then apply a set of criteria to project P-2 ADA. One method is to begin by reviewing historical data to determine the actual ratio of P-2 ADA to student enrollment. A benchmark date should be selected to do the enrollment count, for example CBEDs. Monthly enrollment data should also be analyzed to look for trends in relationship to P-1 and P-2 ADA. Review at least three years of historical data when performing this calculation. A calculation should also be performed to compare P-1 to P-2 ADA. Those percentages can then be applied to current year enrollments, ADA calculations, and future projected enrollments. The percentage factor should be analyzed each year to ensure accuracy, as additional actual date is made available.

8.1.1

CREDENTIALING

Contract Program Classes/Credentialing

Credentialing requirements were reviewed for both Educational Specialists (ES), contract program classes, and tutoring. Special attention was paid to those instructors teaching core subjects, i.e., College Prep, English/Language Arts, History/Social Science, Math, and Science. Local policies and guidelines were reviewed regarding the criteria for establishing contract program classes and tutoring.

In the past there have been a number of interpretations on how contract program classes and tutoring should be managed, operated, and credentialed. Although various responsibilities have been moved back-and-forth between the personnel department and the contract program classes unit, it now appears that good progress is being made to improve quality control in this area.

Class lists for contract program classes and tutoring were reviewed and then compared against the instructor's credentials. Particular attention was paid to those instructors teaching core subjects. Overall, there were only a few minor concerns regarding the appropriateness of the credentials related to the classes being taught. The ES credentials all checked-out, although an interesting issue came up that questioned if an ES holds a single-subject credential does he/she have a broad enough background to teach multiple-subject curriculum. The answer to that issue was that in most educational settings within HIS it is the parent who provides the day-to-day instruction with the ES providing supervision and support as needed. Furthermore, per the California Consortium for Independent Study's Self Assessment Compliance Guide, co-sponsored by CDE, and independent study teacher shall hold a valid teaching credential and possess a well-rounded general education background since the teacher may teach all subjects.

HIS should also strongly consider reducing and refining its list of approved contract vendors for contract program classes and tutoring. Only those vendors that specifically meet the needs of the school and comply with the credentialing policies and criteria adopted by the school should be retained. Any vendor not used in the past year should be dropped along with any vendor who is not in strict compliance with HIS guidelines.

INSTRUCTIONAL MATERIALS

Instructional Funds Budgets

HIS allocates an Instructional Funds budget to each family on a per student basis. The families utilize these allocations with the assistance of an Educational Specialist (ES), to support each child's educational needs. Families, through their ES, are able to purchase a variety of educational supplies and services, such as textbooks, computers, contract program classes, and tutoring. In the past, HIS has allowed families to carry their Instructional Funds budget over from year-to-year; however, this year HIS discontinued the allowance of carryover. Carryover of funds does assist some families with long-term planning, especially when there are a number of children in the same household with different educational needs. However, Instructional Funds allocations are made to support the educational needs of those children for that year. Many times budgets are not expended because either the total amount of funding is not required, or a concise spending plan was not developed. High levels of carryover funding typically locks-up resources that could otherwise be reallocated or redesignated for other educational priorities.

The current process of allocating Instructional Funds budgets generates a tremendous level of paperwork and inefficiencies. Multiple purchase orders are oftentimes issued for the same product to the same vendor. Aside from being inefficient, this process is not cost effective. HIS is unable to take advantage of savings through bulk shipping/freight and discounts. Also, the handling, storage, and payment processing costs for a multitude of individual purchase orders exceeds that required for fewer bulk orders. HIS should consider requiring ES's and families to develop an educational plan that specifies the instructional materials needed for each semester. This requirement would enable HIS personnel to consolidate orders and take advantage of the aforementioned opportunities. Also, more emphasis should be made to reallocate existing instructional materials from the warehouse inventory as opposed to ordering new materials.

Purchase Orders

56 purchase orders and 2 payment vouchers were randomly selected for review. All expenditures were properly documented and educationally appropriate. The vendor list was reviewed, and no problems were detected.

8.7.9

STAFFING & PERSONNEL

Staffing/Training

A comprehensive personnel/staffing review needs to be conducted to ensure that duties, functions, responsibilities, reporting, and the supervisorial span of control are reasonable and supportive for the efficient operation of the organization. It was noted that there are no cabinet level positions in place to assist in the creation and implementation of the school's long-range strategic plan, goals and objectives. HIS currently employs a CEO, and then a number of mid-level managers and classified supervisors. At a minimum, the roles and responsibilities of the managers and classified supervisors should be examined for appropriateness. Ideally, as funding allows, separate cabinet level positions should be created to oversee and direct the educational services function and the business services function. If practical, and perhaps not necessarily at the same level as the education and business services positions, the personnel function should also be considered as a cabinet level position.

Every effort should be made to encourage managers and supervisors to attend job-related training opportunities. Workshops and ongoing training should be made available as appropriate to all levels of classified staff.

All existing positions should be reviewed and position descriptions developed or updated. While input from staff is necessary and important, the personnel department should write position descriptions. Position descriptions need to be written to support the successful completion of a function or responsibility, not for the individual needs of an employee.

Full and part-time managerial employees are currently allowed to carry student loads. Although it is acknowledged and understood that it is a positive measure for managerial employees to stay in touch with the instructional function of the school, there is a concern that the workload may be too great to provide quality service to the students. It is recommended that student loads for employees with existing job responsibilities be kept to a minimum, possibly to one family.

Health and Welfare Benefits

HIS currently offers a $500.00 a month health and welfare benefit cap for all employees. Employees currently have the option of taking cash in lieu of the benefits. This program generates a couple of substantial drawbacks. By offering cash-in-lieu of benefits, insurance carriers will offer only very expensive rates, if any rates at all, to offset their risk of adverse selection by the employee groups. The adjusted rates, coupled with the hyperinflation of health plan costs, result in benefit options that are extremely expensive to those employees who opt to take benefits. Secondly, STRS is applied to the cost of the cash-in-lieu option which adds significant operating costs for HIS.

4.1.10

As of July 1, 2003, new employees will no longer be offered this option. Any existing employee who currently opts for benefits will not be allowed to switch back to the cash option. This is a positive first step to help control the cost of employee health and welfare benefits and should be continued and expanded upon as opportunities present themselves.

8.7.11

OTHER

Special Education Encroachment

Practically every District in the State of California experiences some level of encroachment on its unrestricted resources by the Special Education program. A review of the HIS budget indicates the following level of encroachment:

Projected FY 2002-03 Revenue	$ 816,970
Projected FY 2002-03 Expenditures	$1,380,591
Projected FY 2002-03 Encroachment	$ 563,621
Percentage Encroachment (Encroachment/Expenditures)	40.80%

The percentage of Special Education encroachment for HIS is projected at 6.5% above the Western Placer Unified School District's (WPUSD) projected Special Education encroachment of 34.30%. HIS would have to reduce its Special Education operating budget by approximately $137,078 if its goal is to remain consistent with WPUSD.

There is a proposal being generated by the Placer-Nevada County SELPA that will effectively reduce the amount of Special Education funding for HIS by 20% per student. Part of the rationale behind this proposal is that most of the HIS students are categorized as Independent Study. Therefore, since a classroom setting is not provided for the HIS Special Education students, less resources are required to serve those students. If this proposal is adopted, then HIS Special Education revenue will decrease, and encroachment on its unrestricted resources will increase accordingly.

Assembly Bill (AB) 1994

AB 1994 revises and restricts the geographic boundaries in which a charter school can set-up and maintain facilities. As of June 30, 2005, HIS will be required to operate facilities only from within the boundaries of their sponsoring school district. Multiple sites may be operated within the sponsoring school district's boundaries, but the locations of the facilities must be identified in the charter. Along with its facilities located within the district boundaries of the Western Placer Unified School District, HIS currently operates resource centers outside of the WPUSD boundaries in Auburn, Elk Grove/Camp Pollock, Grass Valley, Placerville, and Roseville. The approximate cost of operation for the resource centers located outside of the WPUSD boundaries is $800,000 per year.

4.7.12

EXECUTIVE SUMMARY

Jay M. Stewart, Assistant Superintendent of Business Services for the Western Placer Unified School District (WPUSD), and Joel M. Toste, CPA, Director of District Business Services for the Placer County Office of Education (PCOE) conducted an Internal Management Review of the Horizon Instructional Systems (HIS) Charter School. The request for the review was initiated by the HIS Governance Committee and the new CEO, LuAnn Boone, and supported by both the WPUSD and PCOE Superintendents. Administration from the three entities felt that this was an opportune time to conduct the review since HIS is in the process of renewing their charter. Findings from this review will assist WPUSD and PCOE to satisfy their oversight responsibilities for the charter school, and at the same time provide data that can be evaluated for the charter renewal process. The original parameters of the Internal Management Review were formulated to respond to concerns with both the educational and business services components of the charter school. However, for the purposes of this review, the scope was limited to the business services operation.

The Internal Management Review focused on the following areas:

Attendance Accounting

Budget Development & Monitoring

Credentialing

Instructional Materials

Staffing and Personnel

Overall, the Business Services department was found to be operating in a fiscally responsible manner. The structure, geographical boundaries, and educational delivery system of the charter school lend itself to a number of inefficiencies that are related to the volume of transactions processed and the inability to gather data in a timely manner to meet deadlines for attendance accounting. This Internal Management Review provides a number of recommendations that will assist the HIS staff to implement procedures and controls which will result in an improved and fiscally responsive operation.

The HIS administrative staff should continue to work closely with their counterparts from WPUSD and PCOE to ensure that HIS remains a fiscally and educationally viable alternative for the students residing within the school's attendance boundaries.

8.7.13

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 02/03.34 of the Board of Trustees of the Western Placer Unified School District Establishing Community Facilities District No. 2, Calling an Election for the Approval of the Special Tax and Authorizing Bonded Indebtedness to the Qualified Electors of Community Facilities District No. 2 and Establishing an Appropriations Limit.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

The attached resolution establishes the intent to create Community Facilities District No. 2, the calling of an election for the approval to levy a special tax, and to authorize a bonded indebtedness on the developed parcels.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 02/03.34 establishing Community Facilities District No. 2, calling an election for the approval of the special tax and authorizing bonded indebtedness to the qualified electors of Community Facilities District No. 2 and establishing an appropriations limit.

8.8

RESOLUTION NO. 02/03.34

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT ESTABLISHING COMMUNITY FACILITIES DISTRICT NO. 2, CALLING AN ELECTION FOR THE APPROVAL OF THE LEVY OF THE SPECIAL TAX AND AUTHORIZING BONDED INDEBTEDNESS TO THE QUALIFIED ELECTORS OF COMMUNITY FACILITIES DISTRICT NO. 2, AND ESTABLISHING AN APPROPRIATIONS LIMIT

WHEREAS, the Board of Trustees (the "Board") of the Western Placer Unified School District (the "District"), on April 1, 2003, adopted its Resolution No. 02/03.32 (the "Resolution of Intention") (i) declaring its intention to establish Community Facilities District No. 2 (the "CFD No. 2") pursuant to the Mello-Roos Community Facilities Act of 1982 (Chapter 2.5, Part 1, Division 2, Title 5 (commencing with Section 53311) of the California Government Code) (the "Act"), (ii) proposing to levy a special tax therein for the purpose of providing for the financing of the construction and acquisition of certain public facilities (the "Facilities") described in Exhibit A hereto, (iii) declaring its intention to incur bonded indebtedness, (iv) declaring its intention to establish an appropriations limit, and (iv) calling a consolidated public hearing on the establishment of CFD No. 2 and the intent to incur bonded indebtedness;

WHEREAS, the Board, in said Resolution of Intention, fixed 7:00 p.m. on May 6, 2003, at the regular meeting place of the Board (810 J Street, Lincoln, California), as the time and place for the public hearing on the establishment of the CFD No. 2;

WHEREAS, before the time for the public hearing, as directed in the Resolution of Intention, the Superintendent filed with the Board the report required by California Government Code section 53321.5 (the "Hearing Report");

WHEREAS, no written protests were filed against the establishment of the CFD No. 2, the furnishing of specified type or types of facilities within the CFD No. 2, the levying of the special tax, or the authority to incur bonded indebtedness;

WHEREAS, on the basis of all of the foregoing, the Board has determined at this time to establish the CFD No. 2 and to submit to the qualified electors of the CFD No. 2 the levy of the special tax therein (as such tax is more particularly described in Exhibit C hereto), the authority to issue bonds in the amount of $100,000,000, and to establish an appropriations limit for the CFD No. 2; and

WHEREAS, the Board has received a written instrument from each landowner in the CFD No. 2 consenting to the shortening of election time requirements, waiving analysis and arguments, and waiving all notice requirements relating to the conduct of the election.

4.8.1

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Western Placer Unified School District, that:

1. **Recitals**. The foregoing recitals are true and correct.

2. **No Majority Protest**. The proposed establishment of CFD No. 2, the proposed special tax to be levied in the CFD No. 2, the proposed issuance of bonds in the amount of $100,000,000, and the proposed appropriations limit have not been precluded by majority protest pursuant to the Act.

3. **Establishment of CFD No. 2**. As proposed in the Resolution of Intention, a community facilities district is hereby established pursuant to the Act, designated the "Western Placer Unified School District Community Facilities District No. 2."

4. **Finding of Procedural Regularity**. The Board finds and determines that all prior proceedings had and taken by the Board with respect to the formation of the CFD No. 2 are valid and in conformity with requirements of the Act.

5. **Local Goals and Policies**. The Board hereby adopts, ratifies and approves the final form of the local goals and policies concerning the use of the CFD No. 2, as set forth in Exhibit B.

6. **Boundaries of CFD No. 2**. The boundaries of the CFD No. 2 shall be as set forth in the map of the proposed boundaries of the CFD No. 2 that was filed with the Placer County Recorder on April 14, 2003, in Book 3 of Maps of Assessment and Community Facilities Districts, at Page 32.

7. **Description of Facilities**. The Facilities to be financed by the CFD No. 2 are set forth in Exhibit A. The Facilities have a useful life of five years or longer. The cost of financing the acquisition, construction and installation of the Facilities includes "incidental expenses," which include the cost of planning, engineering and designing the Facilities and environmental evaluations thereof; costs associated with the creation of the CFD No. 2, issuance of bonds and determination of the amount of special taxes, and the collection and payment of special taxes; costs otherwise incurred in order to carry out the authorized purposes of the CFD No. 2; and any other expenses incidental to the construction, completion, and inspection of the Facilities.

8. **Special Tax**. As stated in the Resolution of Intention, subject to the approval of the qualified electors (landowners) of the CFD No. 2, a special tax sufficient to pay the costs of the Facilities (including incidental expenses and debt service on bonds issued to finance the Facilities), secured by recordation of a continuing lien against all nonexempt real property in the CFD No. 2, will be levied annually in the CFD No. 2. The Board hereby adopts, ratifies and approves the final form of the tax formula, which sets forth the rate, method of apportionment, and manner of collection of the special tax, as specified in Exhibit C. Exhibit C specifies the conditions under which the special tax may be repaid and permanently satisfied. Exhibit C also specifies the date after which no further special tax shall be levied against any parcel of land used for private residential purposes, as defined in the Act. Under no circumstances will the special tax levied against any parcel of land used for private residential purposes be increased by

8.8.2

more than ten percent per year as a consequence of delinquency or default by the owner of any other parcel or parcels of land within the CFD No. 2.

9. **Apportionment of Tax**. The special tax as apportioned to each parcel is based on the cost of making the Facilities available to each parcel, or other reasonable basis, and is not based on or upon the ownership of real property.

10. **Tax Roll Preparation**. The office of the Superintendent of the Western Placer Unified School District, 810 J Street, Lincoln, California 95648, telephone (916) 645-6350, is hereby designated as the office that will be responsible for annually preparing a current roll of special tax levy obligations by assessor's parcel number and that will be responsible for estimating future special tax levies pursuant to Government Code section 53340.2. The Superintendent may cause these functions to be performed by his or her deputies, assistants, or other designated agents.

11. **Finding of Public Necessity**. The Board hereby declares and deems that public convenience and necessity require and it is necessary that a bonded indebtedness be incurred to finance all or a portion of the school facilities (as defined in Section 5 of said Resolution No. 02/03.32, and as more particularly set forth in the Hearing Report, filed with the Board on May 6, 2003), for the CFD No. 2.

12. **Purpose of Bonded Indebtedness**. The purpose for the proposed bonded indebtedness is generally described as follows:

> To finance the acquisition, construction and installation of new elementary school facilities, middle school facilities, and high school facilities, including portable classroom buildings, together with related site acquisition, and all necessary appurtenances, equipment and furnishings therefore. All facilities and equipment financed by CFD No. 2 will have an estimated useful life of five years or longer.
>
> CFD No. 2 will also finance incidental expenses directly related to the acquisition, construction and installation of the aforedescribed school facilities, including, but not limited to, the cost of planning, engineering, and designing the facilities (including the cost of environmental evaluation thereof); costs associated with the creation of CFD No. 2, issuance of bonds, and determination of the amount of taxes and the collection and payment thereof; costs otherwise incurred in order to carry out the authorized purposes of CFD No. 2; and any other expenses incidental to the construction, completion, and inspection of those facilities.

13. **Special Tax**. The whole of the territory within the CFD No. 2 will be benefited by such bonded indebtedness and will be subject to a special tax to pay for such bonded indebtedness.

8.3

14. **Amount of Bonded Indebtedness**. The amount of the proposed bonded indebtedness to be incurred to finance all or a portion of the facilities (including incidental expenses as authorized by the Act) is one hundred million dollars ($100,000,000).

15. **Term of the Bonds**. The maximum term of the bonds shall not exceed thirty (30) years from the date of the bonds, or the date of any series thereof.

16. **Interest Rate**. The maximum annual rate or rates of interest to be paid on the bonds shall not exceed the maximum annual rate permitted by law at the time of the sale of the bonds, as determined at that time, payable annually the first year and semiannually thereafter.

17. **Appropriations Limit**. The Board proposes that the appropriations limit, as defined by Article XIII B, Section 8(h), of the Constitution of the State of California, for the CFD No. 2 be established in the amount of special taxes collected.

18. **Accountability Measures**. Pursuant to Sections 50075.1 and 53411 of the California Government Code, the District shall create separate accounts into which tax and bond proceeds will be deposited; and the Superintendent annually shall file a report with the Board that will state (a) the amount of funds collected and expended and (b) the status of the Facilities financed in the CFD No. 2.

19. **Call of Election.** The Board hereby calls and orders a special election of the landowners within CFD No. 2 to be held on May 6, 2003, at which election there will be submitted to said landowners the combined ballot proposition of levying a special tax, of establishing an appropriations limit, and incurring bonded indebtedness, such combined ballot proposition to read as follows:

> "Shall a special tax be levied at the rates and apportioned as described in Exhibit B to the Resolution of Formation ("Resolution of Formation") for the Western Placer Unified School District Community Facilities District No. 2 (the "CFD No. 2") to be adopted by the Board on May 6, 2003, which is incorporated herein by reference, within the CFD No. 2 to finance certain public facilities as set forth in Exhibit A to the Resolution of Formation, including any incidental expenses related thereto, and shall a bonded indebtedness in the amount of $100,000,000 be incurred for the CFD No. 2, and shall an appropriations limit be established for the CFD No. 2 in the amount of the special taxes collected?

20. **Two-Thirds Voter Approval**. If the combined proposition for the levying of such special tax, the establishing of such appropriations limit and the incurring of such bonded indebtedness receives the approval of more than two-thirds (2/3) of the votes cast on the proposition, then bonds may be issued and sold for the purpose for which they were authorized, and the bonds (except where funds are otherwise available) shall be paid exclusively from the annual levy of such special tax and are not and shall not be secured by any other taxing power or funds of the District.

4.8.4

21. **Voting Procedures**. The special election shall be conducted as follows:

(a) Mail Ballot Election. Pursuant to Government Code section 53327.5, the election being held shall be conducted as a mailed ballot election. In anticipation of the special election on May 6, 2003, the Board heretofore authorized and directed the Superintendent or his designee to deliver a ballot in the form set forth in Exhibit D to each landowner in the CFD No. 2, and the Board hereby ratifies such actions taken by the Superintendent or his designee.

(b) Qualified Electors. The Board hereby determines that the Facilities are necessary to meet increased demands placed upon the District and other local agencies as a result of development occurring within the boundaries of the CFD No. 2. Because fewer than twelve registered voters resided within the CFD No. 2 on April 1, 2003 (a date within the 90 days preceding the close of the public hearing on the establishment of the CFD No. 2), the qualified electors shall be the landowners within the CFD No. 2, and each landowner who was the owner of record at the close of the hearing shall have one vote for each acre or portion of an acre of land that such landowner owns within the CFD No. 2.

(c) Consolidation of Elections; Combination of Propositions on Ballot. As authorized by Government Code section 53351(h), the elections on the questions of levying the special tax, establishing an appropriations limit, and incurring a bonded indebtedness for the CFD No. 2 was consolidated; and, as authorized by Government Code Section 53353.5, the three propositions were combined into a single ballot proposition for submission to the voters. The combined ballot proposition read as shown in the form of the ballot attached hereto as Exhibit D.

(d) Return of Ballots. Ballots shall to be returned no later than May 6, 2003. The Secretary shall have available ballots that may be marked at the Board's office on the election day by voters. Once all qualified electors have voted, the Board may close the election.

(e) Canvass of Election. The Board shall commence the canvass of the returns of the special election as soon as the election is closed at the Secretary's office and at the regular meeting place of the Board. At the conclusion of the canvass, the Board shall declare the results of the election.

(f) Declaration of Results. The Board shall declare the results of the special election following the completion of the canvass of the returns and shall cause to be inserted into its minutes a statement of the results of the special election as ascertained by the canvass of the returns.

22. **Filing of Resolution and Map with Secretary**. The Board hereby directs the Secretary of the Board to file a copy of this resolution and the map of the boundaries of the CFD No. 2 in his office.

23. **Lien to Secure Special Tax**. Upon a determination by the Board that two-thirds of the votes cast upon the question of levying the special tax were in favor thereof, the Board

shall record the notice of special tax lien provided for in Section 3114.5 of the California Streets and Highways Code. Upon recordation of the notice of special tax lien, a continuing lien to secure each levy of the special tax shall attach to all nonexempt real property in the CFD No. 2, and this lien shall continue in force and effect until the special tax obligation is prepaid and permanently satisfied and the lien cancelled in accordance with law or until collection of the tax by the Board ceases.

PASSED AND ADOPTED on May 6, 2003, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

WESTERN PLACER UNIFIED SCHOOL DISTRICT

By: _____
President, Board of Trustees

ATTEST:

_____
Secretary, Board of Trustees

4.8.6

EXHIBIT A

DESCRIPTION OF PUBLIC SCHOOL FACILITIES

The types of facilities and improvements to facilities to be financed by the proposed CFD No. 2, to the extent financing is available, shall be as follows:

CFD No. 2 will finance the acquisition, construction and installation of new elementary school facilities, middle school facilities, and high school facilities, including portable classroom buildings, together with related site acquisitions and all necessary appurtenances, equipment and furnishings therefore. All facilities and equipment financed by CFD No. 2 will have an estimated useful life of five years or longer.

CFD No. 2 will also finance incidental expenses directly related to the acquisition, construction and installation of the aforedescribed school facilities, including, but not limited to, the cost of planning, engineering, and designing the facilities (including the cost of environmental evaluation thereof); costs associated with the creation of CFD No. 2, issuance of bonds, and determination of the amount of taxes and the collection and payment thereof; costs otherwise incurred in order to carry out the authorized purposes of CFD No. 2; and any other expenses incidental to the construction, completion, and inspection of those facilities.

8.8.7

EXHIBIT B

WESTERN PLACER UNIFIED SCHOOL DISTRICT

LOCAL GOALS AND POLICIES CONCERNING THE USE OF THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982

Pursuant to California Government Code Section 53312.7, the Western Placer Unified School District states the following as its goals and policies concerning the use of the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5, Part I, Division 2, Title 5 of the Government Code of the State of California.

I. PRIORITIES AMONG KINDS OF PUBLIC FACILITIES

When special tax revenues and/or bonding capacity are limited within a community facility district ("CFD"), first priority for the use of available financing shall be given to the acquisition and construction of classroom facilities, second priority shall be given to school site support facilities (for example, multipurpose rooms and playground equipment), and third priority shall be given to school district administrative facilities at the school site.

II. CREDIT QUALITY REQUIREMENTS FOR BOND ISSUES

Value to Debt Ratio. California Government Code Section 53345.8 provides that the District may sell bonds pursuant to the Act only if the Board determines prior to the award of sale of bonds that the value of the real property that would be subject to the special tax to pay debt service on the bonds will be at least three times the principal amount of the bonds to be sold and the principal amount of all other bonds outstanding that are secured by a special tax levied pursuant to the Act on property within the CFD or a special assessment levied on property within the CFD (that is, a three-to-one value to public debt ratio).

Although it is not required that the value to debt ratio be three-to-one on a parcel-by-parcel basis, consideration must be given to this ratio when apportioning special taxes to different parcel, to assure that CFD property owners will accept their responsibilities for paying the special taxes of each parcel.

A. Property Valuation. The Act further provides that property values used in value-to-debt ratio determinations shall be based on either an appraisal or on assessed values as indicated on the county assessor's tax roll. If property value is determined by an appraisal, the District shall select the appraiser and the appraisal shall be prepared using the criteria described below under Section V of these goals and policies. The appraisal must be dated within six months of the date the bonds are issued.

B. Reserve Fund. The District shall require the funding of a debt services reserve for any bond issue in an amount equal to the lesser of (i) ten percent of the stated principal amount of the bond issue, (ii) maximum annual debt service on the bonds, and

4.8.8

(iii) 125 percent of average annual debt service on the bonds. The District, at its sole discretion, may allow a smaller reserve fund for bond issues for CFDs where a large percentage of the buildable acreage has been developed. The District, in its sole discretion, may allow bond insurance, letter of credit, etc. to substitute for all or a portion of a debt service reserve funded from bond proceeds.

C. Property Tax Delinquency Rates. Where formation of a CFD is initiated by petition of landowners, the District will not proceed with the sale or issuance of bonds if property tax delinquency rates on parcels included in the CFD are greater than ten percent on the proposed sale or issuance date.

D. Development Feasibility. The District may require a current (dated within six months) real estate market absorption study for the CFD be prepared by a consultant hired by the District prior to a bond issue, if the District determines that such objective data are necessary to analyze the feasibility of the project. In both landowner-initiated and District-initiated CFDs, the District shall postpone the sale or issuance of bonds or require credit enhancement prior to bond sale if the property value to public debt ratio is inadequate, tax delinquencies are in excess of ten percent, or the economic viability of land development is questionable.

E. Exceptions. The District may consider exceptions to the above policies for bond issues that do not represent an unusual credit risk, either due to credit enhancement or other reasons specified by the District.

The Act provides that, if the Board determines for public policy reasons to proceed with a bond issue where the value to debt ratio is less than a three-to-one, four-fifths of the members of the Board must approve the bond issue.

III. DISCLOSURE TO PROSPECTIVE PROPERTY PURCHASERS

Where formation of a CFD is initiated by petition of landowners, as a condition to its approval of the CFD formation, the District shall consider requiring sellers of houses within the CFD to state in any advertising that the property is within a CFD and is subject to special taxes, unless the seller has instituted a program acceptable to the District that informs prospective purchasers of their taxpaying responsibilities.

In both landowner-initiated and District-initiated CFDs, the District shall comply with the requirements imposed on any agency that levies special taxes that are set forth in California Government Code Section 53340.2.

IV. EQUITY OF SPECIAL TAX FORMULAS AND MAXIMUM SPECIAL TAXES

A. Equity. Any special tax formula approved by the District shall be reasonable and equitable in allocating public facilities costs to parcels within the CFD. Exemptions from the special tax may be given to parcels that are publicly owned (but would otherwise be subject to the tax), are held by a property owners' association, are used for a public purpose such as open space or wetlands, are affected by easements making impractical their utilization for other than the purposes set forth in the easements, or have insufficient value to support bonded indebtedness.

4.8.9

B. Maximum Tax Rate. The total projected property tax levels for any residential parcel within a CFD shall not exceed two percent of the projected initial sales price of a fully developed parcel (*i.e.*, with a completed structure). Calculation of the total projected property tax level shall take into account *ad valorem* property taxes, *non-ad-valorem* special taxes, special assessments, and other charges levied by a public agency that are a lien against the property.

The Act provides that the maximum special tax for any parcel used for private residential purpose shall not increase over time at a rate greater than two percent annually. A parcel is considered "used for private residential purposes" not later than the date on which an occupancy permit for private residential use is issued. The special tax formula should be structured such that special taxes levied on developed residential property are consistent year to year, subject to said annual increase of not more than two percent. The Act further provides that under no circumstances shall the special tax levied on any parcel of developed residential property be increased by more than ten percent as a consequence of delinquency or default by the owner of any other parcel.

V. APPRAISAL REQUIREMENTS

A. Definition of Appraisal. An appraisal is a written statement independently and impartially prepared by a qualified appraiser setting forth an opinion of defined value of an adequately described property as of a specific date, supported by the presentation and analysis of relevant market information.

B. Standards of Appraisal. The format and level of documentation for an appraisal shall depend on the complexity of the appraisal problem. A detailed appraisal shall be prepared for complex appraisal problems. A detailed appraisal shall reflect nationally recognized appraisal standards including, to the extent appropriate, the Uniform Appraisal Standards for Federal Land Acquisition, as well as the California Debt and Investment Advisory Commission "Appraisal Standards for Land-Secured Financings." An appraisal must contain sufficient documentation including valuation data and the appraiser's analysis of the data to support his or her opinion of value. At a minimum, the appraisal shall contain the following items:

1. The purpose and/or the function of the appraisal, a definition of the property being appraised, and a statement of the assumptions and limiting conditions affecting the appraisal.

2. An adequate description of the physical characteristics of the property being appraised, its location, zoning, present use, and an analysis of highest and best use.

3. All relevant and reliable approaches to value consistent with commonly accepted professional appraisal practices. If a discounted cash flow analysis is used, it should be supported with at least one other valuation method, such as a market approach using sales that are at the same stage of land development. If more than one approach is utilized, there shall be an analysis and reconciliation of approaches to value that are sufficient to support the appraiser's opinion of value.

4.8.10

4. A description of comparable sales, including a description of all relevant physical, legal and economic factors such as parties to the transaction, source and method of financing, and verification by a party involved in the transaction.

5. A statement of the value of real property.

6. The effective date of valuation, date of appraisal, signature and certification of the appraiser.

7. No appraiser or review appraiser shall have any interest direct or indirect in the real property being appraised that would in any way conflict with the preparation or review of the appraiser. Compensation for making an appraisal shall not be based on the amount of the valuation.

VI. PRIORITY ATTENDANCE ACCESS

A. Priority to Residents of CFD. Pursuant to the requirement of California Government Code Section 53312.7, the District shall give priority attendance access to students residing in a CFD whose residents have paid special taxes that have, in whole or in part, financed the construction of school district facilities. The degree of priority shall reflect the proportion of each school's financing provided through the CFD.

B. Exceptions. The attendance priority described above is subject to the District's other attendance policies that include criteria for student assignment such as goals to achieve ethnic, racial, or socioeconomic diversity; federal, state, or court mandates; transportation needs, safe pedestrian routes; grade levels for which facilities were designed; and ensuring that students have continuity of schooling within any single school year.

4.8.11

EXHIBIT C

Community Facilities District No. 2
Western Placer Unified School District
Lincoln, California

RATE, METHOD OF APPORTIONMENT, AND MANNER OF COLLECTION OF SPECIAL TAX

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1. Basis of Special Tax Levy

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 (the "Act") applicable to the land in Community Facilities District No. 2 (the "CFD") of the Western Placer Unified School District (the "District") shall be levied and collected according to the tax liability determined by the District through the application of the appropriate amount or rate, as described below.

2. Definitions

"**Act**" means the Mello-Roos Community Facilities Act of 1982, as amended, Sections 53311 and following of the California Government Code.

"**Administrative Expenses**" means the following actual or reasonably estimated costs directly related to the administration of the CFDs: the costs of computing Special Taxes and preparing the annual Special Tax collection schedules (whether by the District or designee thereof or both); the costs of collecting the Special Taxes (whether by the County, the District, or otherwise); the costs of remitting the Special Taxes to the Trustee; the costs of the Trustee (including its legal counsel) in the discharge of the duties required of it under the Bond Indenture; the costs to the District, CFDs or any designee thereof of complying with arbitrage rebate requirements; the costs to the District, CFDs or any designee thereof of complying with District, CFDs or obliged persons disclosure requirements associated with preparing Special Tax disclosure statements and responding to public inquiries regarding the Special Taxes; the costs to the District, CFDs or designee thereof related to the appeal of the Special Tax; and the costs associated with the release of funds from an escrow account, if any. Administrative Expenses shall also include amounts estimated or advanced by the District or CFDs for any other administrative purposes, including attorney's fees and other costs related to commencing and pursuing to completion any foreclosure of delinquent Special Taxes.

9.8.17

"**Administrator**" means the Superintendent or designee.

"**Annual Costs**" means, for any Fiscal Year, the total of the following:

i) Debt Service to be paid from Special Taxes collected during such Fiscal Year;

ii) Administrative Expenses for such Fiscal Year;

iii) The amount needed to replenish the reserve fund for the Bonds to the level required under the Bond Indenture;

iv) An amount equal to the amount of delinquencies in payments of Special Taxes levied in the previous Fiscal Year and/or anticipated for the current Fiscal Year;

v) Pay-As-You-Go Expenditures for Authorized Facilities to be constructed or acquired by the CFD; and

vi) Less any earnings on the reserve fund and Special Tax fund that are transferred to the bond redemption fund pursuant to the Bond Indenture.

"**Assessor's Parcel Number**" means the County Assessor's Parcel and County Assessor's Parcel number as recorded by the County Assessor on the equalized tax roll.

"**Authorized Facilities**" means those facilities to be financed as identified in the resolution forming the CFDs.

"***Backup Special Tax***" means a Special Tax that may be levied against Final Map Parcels, Large Lot Parcels, and Undeveloped Parcels when the Special Tax revenue from levying the Maximum Annual Special Tax on Developed Parcels and Final Map Parcels is not adequate to cover Annual Costs, less Pay-As-You-Go Expenditures, in a Fiscal Year.

"***Base Special Tax***" means the Maximum Annual Special Tax Rate in the Base Year. This Maximum Annual Special Tax Rate is increased by the Tax Escalation Factor – Base Special Tax in each Fiscal Year following the Base Year.

"***Base Year***" means the Fiscal Year beginning on July 1, 2003 and ending on June 30, 2004.

"**Board**" means the Board of Trustees of the District.

"**Bond(s)**" means bond(s) issued by the District under the Act for the CFDs.

"**Bond Indenture**" means the indenture, resolution, fiscal agent agreement, or other financing document pursuant to which the Bonds are issued.

8.8.13

"**Building Square Foot**" means the total square foot of the living area of a residential dwelling Unit within the exterior walls of the building, but not including garages, carports, common areas, walkways, overhangs, decks, patios, enclosed patios, or similar areas. The Building Square Foot will be determined by reference to City or County approved building permits.

"**CFD**" means the Western Placer Unified School District CFD No. 2.

"**County**" means the County of Placer, California.

"**County Assessor's Parcel**" means a lot or parcel with an assigned Assessor's Parcel Number in the maps used by the County Assessor in the preparation of the tax roll.

"**Debt Service**" means the total amount of Bond principal, interest, and the scheduled sinking fund payments of the Bonds for the CFDs.

"**Developed Parcel**" means a Parcel in one of the following Parcel categories that has received from the City or County the applicable development approval for that Parcel category as follows:

Parcel Category	Development Approval
Single Family Residential	=> - Building Permit
Condominiums	=> - Building Permit
Duplexes and Halfplexes	=> - Building Permit
Multi-family units	=> - Building Permit
Mobile Homes	=> - Building Permit
Agricultural Residential Parcels	=> - Building Permit
Mixed Use	=> - Building Permit

A Taxable Parcel is subject to the Maximum Annual Special Tax for 40 years upon being classified as a Developed Parcel. The Maximum Annual Special Tax for a Developed Parcel shall increase by the Tax Escalation Factor – Developed Parcels, in each year following the Base Year.

"**Discount Rate**" means the blended "all in" true interest cost of all Outstanding Bonds, or if no Bonds have been issued, 7%.

"**District**" means the Western Placer Unified School District.

"**Final Map Parcel**" means a single family residential lot created by the recordation of a Final Subdivision Map.

8.8.14

"**Final Subdivision Map**" means a recorded final subdivision map pursuant to the Subdivision Map Act designating individual single family residential Parcels.

"**Fiscal Year**" means the period starting July 1 and ending the following June 30.

"**Large Lot Parcel**" means any Parcel delineated on a Large Lot Subdivision Map which is intended for residential uses as defined under Developed Parcel.

"**Large Lot Subdivision Map**" means a recorded subdivision map delineating Parcels by land use. However, the Large Lot Subdivision Map does not delineate individual single family residential parcels. A Final Subdivision Map will delineate individual single family parcels.

"**Maximum Annual CFD Revenue**" means the total amount of revenue from all Taxable Parcels in a given Fiscal Year.

"**Maximum Annual Special Tax**" means the greatest amount of Special Tax that can be levied against a Taxable Parcel in a Fiscal Year. The Maximum Annual Special Tax is calculated using **Attachment 1**.

"**Maximum Annual Special Tax Rate**" means an amount in a given Fiscal Year that is multiplied by the Building Square Foot for a Developed Parcel, per Unit for a Final Map Parcel, or per acre for a Large Lot Parcel and Undeveloped Parcel to derive the Maximum Annual Special Tax for a Taxable Parcel. **Attachment 1** shows the Base Special Tax. The Maximum Annual Special Tax Rate shall be increased in each Fiscal Year after the Base Year by the Tax Escalation Factor – Developed Parcels for Developed Parcels, and by the Tax Escalation Factor – Base Special Tax for all other Taxable Parcels.

"**Maximum Annual Special Tax Revenue**" is the greatest amount of revenue from levying the Maximum Annual Special Tax in a Fiscal Year on a group of Parcels, such as Developed Parcels.

"**Maximum Building Square Footage**" means the maximum amount of Building Square Feet that may be used to calculate the Maximum Annual Special Tax for a residential Unit. This amount is 2,200 Building Square Feet.

"**Outstanding Bonds**" means the total principal amount of Bonds that have been issued and not retired or defeased.

8.8.15

"**Parcel**" means any County Assessor's Parcel in the CFD based on the equalized tax rolls of the County as of January 1 preceding the Fiscal Year.

"**Pay-As-You-Go Expenditure**" means the use of annual Special Tax revenues that are not needed for Annual Costs (excluding Pay-As-You-Go Expenditures) to pay for Authorized Facilities to be constructed or acquired by the CFD.

"**Prepayment**" means the complete fulfillment of a Parcel's Special Tax obligation, as determined by following the procedures in **Section 7**.

"**Public Parcel**" means any Parcel that is or is intended to be publicly owned, as designated in any final map that is normally exempt from the levy of general *ad valorem* property taxes under California law, including public streets; schools, parks, public drainage ways, public landscaping, wetlands, greenbelts, and public open space.

"**Single Family Residential Parcel**" means a single family residential lot created by the recordation of a Final Subdivision Map.

"**Special Tax(es)**" mean(s) the special tax levied under the Act in the CFDs.

"**Superintendent**" means the Superintendent of the District.

"**Tax Collection Schedule**" means the document prepared by the District for the County Auditor to use in levying and collecting the Special Tax each Fiscal Year.

"**Tax Escalation Factor – Base Special Tax**" means a factor equal to the increase in the Engineering News Record – Construction Cost Index for the calendar year preceding the current Fiscal Year, or 7%, whichever is the lesser. The factor is used to increase the Maximum Annual Special Tax Rate as of July 1 of each year following the Base Year. If the Tax Escalation Factor – Base Special Tax is less than zero for a given Fiscal Year, then the Maximum Annual Special Tax Rate shall remain the same as the previous Fiscal Year.

"**Tax Escalation Factor – Developed Parcels**" means a factor of 2% that will be applied annually to the Maximum Annual Special Tax Rate for a Developed Parcel beginning the Fiscal Year following the initial assignment of the Maximum Annual Special Tax Rate to a Developed Parcel as a means of increasing the Maximum Annual Special Tax.

"**Taxable Parcel**" means any Parcel that is not a Tax-Exempt Parcel.

9.8.16

"**Tax-Exempt Parcel**" means a Parcel not subject to the Special Tax. Tax-Exempt Parcels are:

(i) Public Parcels,

(ii) Parcels zoned for agriculture with no residential improvements,

(iii) Parcels zoned for commercial or industrial use,

(iv) Parcels used solely for recreation and/or open spaces uses, including but not limited to, golf courses and common open space Parcels,

(v) Parcels that have been subject to the Special Tax as a Developed Parcel for 40 years, and

(vi) Parcels for which the Special Tax has been fully prepaid under **Section 7** hereof.

"**Undeveloped Parcel**" means a Taxable Parcel that is not a Developed Parcel, a Final Map Parcel, or a Large Lot Parcel.

"**Unit(s)**" means an individual residential dwelling unit, or a Final Map Parcel. A Parcel may have more than one assigned Unit. Multi-family, tri-plex, and duplex residential uses will have more than one assigned Unit per Taxable Parcel. Single Family Residential Parcels and Final Map Parcels may have more than one assigned Unit. This may occur when a Final Map Parcel is created for which individual Assessor's Parcel Numbers have not yet been assigned to each Final Map Parcel created by a Final Subdivision Map.

3. Determination of Parcels Subject to Special Tax

The District shall prepare a list of the Parcels subject to the Special Tax. The District shall identify the Taxable Parcels from a list of all Parcels within the CFD boundary by excluding all Tax-Exempt Parcels.

4. Termination of the Special Tax

The Special Tax will be levied and collected for as long as needed to pay the principal and interest on debt and other costs incurred in order to construct the Authorized Facilities and to pay the Annual Costs. However, in no event shall the Special Tax be levied on any Parcel in the CFD after Fiscal Year 2052-2053.

Subject to the above provisions, there is no limit on the number of years a Parcel can remain subject to the Special Tax as a Final Map Parcel, Large Lot Parcel, or Undeveloped Parcel, and the number of years a Parcel is subject to the Special Tax as a

8.8.17

Final Map Parcel, Large Lot, or Undeveloped Parcel shall not affect the period of time that Parcel may be subject to the Special Tax as a Developed Parcel. However, after a Parcel has paid the Special Tax as a Developed Parcel for 40 years, the Special Tax shall cease to be levied on that Parcel. The District shall then direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. The Notice of Cessation of Special Tax shall additionally identify the book and page of the Book of Maps of Assessment and Community Facilities Districts where the map of the boundaries of the CFD is recorded.

When all Annual Costs incurred by the CFDs have been paid, the Special Tax shall cease to be levied. The District shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. The Notice of Cessation of Special Tax shall additionally identify the book and page of the Book of Maps of Assessment and Community Facilities Districts where the map of the boundaries of the CFD is recorded.

5. Assignment of Maximum Annual Special Tax

In each Fiscal Year following the Base Year the Maximum Annual Special Tax Rate, as shown in **Attachment 1**, for the CFD shall increase by the Tax Escalation Factor – Base Special Tax. The Maximum Annual Special Tax Rate for Developed Parcels shall increase by the Tax Escalation Factor – Developed Parcels.

A. Classification of Parcels. Each Fiscal Year, using the Definitions in **Section 2** above, the Parcel records of the County Assessor's Secured Tax Roll as of January 1, and other City or County development approval records as of June 30, the District shall cause the following:

1. Each Parcel to be classified as a Tax-Exempt Parcel or Taxable Parcel, and

2. Each Taxable Parcel to be classified as a Developed Parcel, Final Map Parcel, Large Lot Parcel, or Undeveloped Parcel.

B. Initial Assignment of Maximum Annual Special Tax to Developed Parcels. A Taxable Parcel is subject to the Maximum Annual Special Tax as a Developed Parcel in the Fiscal Year following the issuance of a building permit. The Maximum Annual Special Tax Rate, adjusted for the Tax Escalation Factor – Base Special Tax, is multiplied by the Building Square Foot, not to exceed the Maximum Building Square Foot for each Unit, to derive the Maximum Annual Special Tax for a Developed Parcel.

8.8.18

1. Single Family Residential Parcels, Half-plexes, and Condominiums. The Maximum Annual Special Tax for a Single Family Residential Parcel, half-plexes, or condominiums is calculated for each Unit assigned to a Taxable Parcel.

2. Duplexes, Multi-family, Mobile Homes, and Mixed Uses. The Maximum Annual Special Tax for a duplexes, multi-family, mobile homes, and mixed uses is calculated for each Unit assigned to a Taxable Parcel. There may be more than one Unit assigned to a Parcel, however, the Maximum Annual Special Tax shall be calculated for each Unit, then summed to determine the Maximum Annual Special Tax for the Parcel on which the Units are located.

C. Assignment of Maximum Annual Special Tax for Developed Parcels after Initial Assignment. In each Fiscal Year following the initial assignment of the Maximum Annual Special Tax to a Developed Parcel, the Maximum Annual Special Tax is calculated by multiplying the Maximum Annual Special Tax Rate, as adjusted by the Tax Escalation Factor – Developed Parcels, by the Building Square Foot of a Unit, not to exceed the Maximum Building Square Foot. If there is more than one Unit for a Taxable Parcel, the Maximum Annual Special Tax shall be calculated for each Unit, and then summed to determine the Maximum Annual Special Tax for the Parcel on which the Units are located.

D. Assignment of Maximum Annual Special Tax to Final Map Parcels. The Maximum Annual Special Tax is assigned each Fiscal Year to Final Map Parcels using **Attachment 1. Attachment 1** shows the Maximum Annual Special Tax Rate for Final Map Parcels for the Base Year of FY 2003-2004. The Maximum Annual Special Tax for Final Map Parcels is calculated by multiplying the Maximum Annual Special Tax Rate, as increased by the Tax Escalation Factor – Base Special Tax for a given Fiscal Year by the approved Units assigned to the Parcel.

E. Assignment of the Back Up Special Tax. Final Map Parcels, Large Lot Parcel, and Undeveloped Parcels may be subject to a Back Up Special Tax. If the revenue from levying the Maximum Annual Special Tax on Developed Parcels and Final Map Parcels is not adequate to cover the Annual Costs, less Pay-As-You-Go Expenditures, in any Fiscal Year, a Back Up Special Tax may be levied on Final Map Parcels, Large Lot Parcels, and Undeveloped Parcels. The Back Up Special Tax is calculated using **Attachment 1**.

F. Conversion of a Tax-Exempt Parcel to a Taxable Parcel. If a Tax-Exempt Parcel is converted to a Taxable Parcel, it shall become subject to the Special Tax. The Maximum Annual Special Tax for each such Parcel shall be determined using the definitions in **Section 2** and the steps in **Section 5**.

9.8.19

G. Taxable Parcel Acquired by a Public Agency. A Taxable Parcel that is acquired by a public agency after the CFD is formed will remain subject to the applicable Special Tax unless the Special Tax obligation is satisfied pursuant to Section 53317.5 of the Government Code. An exception to this may be made if a Public Parcel, such as a school site, is relocated to a Taxable Parcel, in which case the previously Tax-Exempt Parcel of comparable acreage becomes a Taxable Parcel and the Maximum Annual Special Tax from the previously Taxable Parcel is transferred to the new Taxable Parcel. This trading of a Parcel from a Taxable Parcel to a Public Parcel will be permitted to the extent there is no net loss in Maximum Annual CFD Revenue, and the transfer is agreed to by the owners of the Parcels involved in the transfer and the District.

6. Setting the Annual Special Tax Rate for Taxable Parcels

The tax rate shall be established annually by the Board. The annual Special Tax rate shall be established using the following:

A. Compute the Annual Costs, less Pay-As-You-Go Expenditures, using the definition of Annual Costs in **Section 2**.

B. Calculate the Special Tax levy for each Taxable Parcel by the following steps:

Step 1: Compute 100% of the Maximum Annual Special Tax for all Developed Parcels and Final Map Parcels.

Step 2: Compare the Annual Costs, less Pay-As-You-Go Expenditures, with the sum of the Maximum Annual Special Tax Revenue for Developed Parcels and Final Map Parcels calculated in the previous step.

Step 3: If the Annual Costs are less than the sum of the Maximum Annual Special Tax Revenue for Developed Parcels and Final Map Parcels, Annual Costs are increased for Pay-As-You-Go Expenditures until Annual Costs are just equal to the sum of the Maximum Annual Special Tax Revenue for Developed Parcels and Final Map Parcels.

Step 4: If the Annual Costs, less Pay-As-You-Go Expenditures, are greater than the Maximum Annual Special Tax Revenue from Developed Parcels and Final Map Parcels, levy a Back Up Special Tax proportionately on each Final Map Parcel to an amount equal to the amount of Annual Costs, less Pay-As-You-Go Expenditures, or until 100% of the Back Up Special Tax is reached for such Final Map Parcels.

Step 5: If the Annual Costs, less Pay-As-You-Go Expenditures, are greater than the Maximum Annual Special Tax Revenue from Developed Parcels and Final Map

4.8.20

Parcels, and the levy of the Back Up Special Tax on Final Map Parcels, levy a Back Up Special Tax proportionately on each Large Lot Parcel to an amount equal to the amount of Annual Costs, less Pay-As-You-Go Expenditures, or until 100% of the Back Up Special Tax is reached for such Large Lot Parcels.

Step 6: If the Annual Costs, less Pay-As-You-Go Expenditures, are greater than the Maximum Annual Special Tax Revenue from Developed Parcels and Final Map Parcels, and the levy of the Back Up Special Tax on Final Map Parcels and Large Lot Parcels, levy a Back Up Special Tax proportionately on each Undeveloped Parcel to an amount equal to the amount of Annual Costs, less Pay-As-You-Go Expenditures, or until 100% of the Back Up Special Tax is reached for such Undeveloped Parcels.

C. Levy on each Taxable Parcel the amount calculated above.

D. Prepare the Tax Collection Schedule, unless an alternative method of collection has been selected pursuant to **Section 9** to be discussed, and send it to the County Auditor requesting that it be placed on the general, secured property tax roll for the Fiscal Year. The Tax Collection Schedule shall not be sent later than the date required by the Auditor for such inclusion.

The District shall make every effort to correctly calculate the Special Tax for each Parcel. It shall be the burden of the taxpayer to correct any errors in the determination of the Parcels subject to the tax and the assignment of the Special Tax to the Parcels.

As development and subdivision of the CFD land uses take place, the District will maintain a file, available for public inspection, of each current County Assessor's Parcel Number within the CFD, its Maximum Annual Special Tax, and the Maximum Annual CFD Revenues for all Parcels within the CFD. This record shall show the calculation of the assigned Maximum Annual Special Tax to each Taxable Parcel.

7. Prepayment of Special Tax Obligation

A property owner may permanently satisfy the Special Tax on a Parcel by prepayment as permitted under Government Code Section 53344. Prepayment is permitted only under the following conditions:

- The Prepayment is based on the Prepayment for a Developed Parcel - even if the prepaying Parcel is a Final Map Parcel, Large Lot Parcel, or Undeveloped Parcel.

- The District determines that the Prepayment of the Special Tax does not jeopardize its ability to make timely payments of Debt Service on Outstanding Bonds.

8.8.21

- The landowner prepaying the Special Tax obligation on a Parcel has paid any delinquent Special Tax and penalties on that Parcel prior to Prepayment.

The Prepayment amount shall be established by following the steps below.

FULL PREPAYMENT

The full Prepayment of the Special Tax obligation is determined by calculating the present value of the revenue stream which is the sum of the Maximum Annual Special Tax revenues for the period that a Developed Parcel is obligated to pay. The Maximum Annual Special Tax is increased by the Tax Escalation Factor in each Fiscal Year after the Base Year.

The calculation of the present value of the Special Tax obligation revenue stream is done using the formula below:

$$PV = \text{sum of revenue stream}/(1+i)^n$$

Where:

PV = Present value of Special Tax revenue stream
i = Is the Discount Rate
n = Number of Fiscal Years remaining to pay the Developed Parcel Maximum Annual Special Tax

The Calculation of the Prepayment Amount:

1. Using the Definitions in **Section 2**, and the steps in **Section 5**, assign the Maximum Annual Special Tax for the Fiscal Year following the current Fiscal Year to the prepaying Parcel. If the Parcel is not a Developed Parcel, calculate the Maximum Annual Special Tax as if the Parcel is a Developed Parcel.

2. Determine the remaining number of years ("n") that the prepaying Parcel must pay the Maximum Annual Special Tax at the Developed Parcel rate. Subtract the number of years the prepaying Parcel has paid the Maximum Annual Special Tax at the Developed Parcel rate, including the current Fiscal Year if appropriate, from 40 to derive "n". If the Parcel is currently not classified as a Developed Parcel for the current Fiscal Year, then the number of years remaining is 40 ("n" = 40).

8.8.22

3. Using the Maximum Annual Special Tax in **Step 1** above, increase the Maximum Annual Special Tax by the Tax Escalation Factor for "n" years, as calculated in **Step 2**.

4. Sum the revenue stream calculated in **Step 3**. This is the "sum of revenue stream".

5. Using the Discount Rate ("i"), calculate the present value of the "sum of revenue stream" using the present value formula above.

6. Add to the present value any fees, call premiums, amounts necessary to cover negative arbitrage from the date of the prepayment to first call date on the Bonds, and expenses incurred by the District in connection with the prepayment calculation or the application of the proceeds of the Prepayment. This amount is the Prepayment of the Special Tax obligation

8. Appeals

The Superintendent or designee has the authority to make necessary administrative adjustments to the Rate and Method of Apportionment in order to remedy any portions of the Special Tax formula that require clarification.

Any taxpayer who feels that the amount of the Special Tax assigned to a Parcel is in error may file a notice with the Administrator appealing the levy of the Special Tax as to that Parcel. The Administrator will then promptly review the appeal, and if necessary, meet with the applicant. If the Administrator verifies that the tax should be modified or changed, a recommendation at that time will be made to the Board and, as appropriate, the levy of the Special Tax as to that Parcel shall be corrected and, if applicable in any case, a refund shall be granted.

Interpretations may be made by Resolution of the Board for purposes of clarifying any vagueness or ambiguity as it relates to the Special Tax rate, the method of apportionment, the classification of properties, or any definition applicable to the CFD.

9. Manner of Collection

The Special Tax will be collected in the same manner and at the same time as *ad valorem* property taxes, provided, however, that the Board or its designee may directly bill the Special Tax and may collect the Special Tax at a different time, such as on a monthly or other periodic basis, or in a different manner, if necessary to meet its financial obligations.

8.8.23

Attachment 1
Western Placer Unified School District
Community Facilities District No. 2
Calculation of the Maximum Annual Special Tax - Base Year of FY 2003-2004 [1]

Tax Category	Maximum Annual Special Tax Rate Base Year [2]		Taxable Unit [3]			
Developed Parcels [4]						
Single Family Residential	$0.3006	X	Building Square Foot	=	Maximum Annual Special Tax	Per Unit
Duplex/Halfplex Parcels	$0.3006	X	Building Square Foot	=	Maximum Annual Special Tax	Per Unit
Multi-family Parcels	$0.3006	X	Building Square Foot	=	Maximum Annual Special Tax	Per Unit
Mobile Home Parcels	$0.3006	X	Building Square Foot	=	Maximum Annual Special Tax	Per Unit
Mixed Use Parcels	$0.3006	X	Building Square Foot	=	Maximum Annual Special Tax	Per Unit
Commercial/Industrial [5]	*Tax-exempt*				*Tax-exempt*	
Final Map Parcels [6]	$300.60	X	Per Unit	=	Maximum Annual Special Tax	Per Parcel
Back Up Special Tax						
Final Map Parcels	$150.30	X	Per Unit	=	Maximum Annual Special Tax	Per Parcel
Large Lot Parcels	$1,200.00	X	Per Acre	=	Maximum Annual Special Tax	Per Parcel
Undeveloped Parcels	$0.00	X	Per Acre	=	Maximum Annual Special Tax	Per Parcel

"attachment_1"

[1] The Maximum Annual Special Tax Rate will be increased each Fiscal Year after the Base Year by the Tax Escalation Factor - Base Tax Rate.

[2] The Maximum Annual Special Tax Rate is multiplied by the Taxable Unit to derive the Maximum Annual Special Tax for a Unit or a Parcel.

[3] The Maximum Annual Special Tax Rate per square foot is based on the Building Square Foot of the residential structure. For multi-family residential Units, common areas would be excluded from the calculation of the Maximum Annual Special Tax for each Unit. The Building Square Foot is limited to the Maximum Building Square Foot for the purposes of calculating the Maximum Annual Special for any Unit. A Developed Parcel may have multiple Units assigned to it. The Maximum Annual Special Tax for a Developed Parcel is calculated by summing the Maximum Annual Special Tax of each Unit assigned to the Developed Parcel.

[4] Developed Parcels are initially assigned the Maximum Annual Special Tax Rate at the issuance of a building permit. The Maximum Annual Special Tax is calculated by multiplying the Building Square Foot of the residential Unit by the Maximum Annual Special Tax Rate, as increased by the Tax Escalation Factor - Base Special Tax for the Fiscal Year. The Maximum Annual Special Tax Rate is increased by the Tax Escalation Factor - Developed Parcels in each Fiscal Year after the Fiscal Year in which the Parcel is initially assigned the Maximum Annual Special Tax as a Developed Parcel. A Developed Parcel is subject to the Maximum Annual Special Tax for 40 years.

[5] Non-residential uses are not subject to the Special Tax.

[6] Final Map Parcels are assigned a Maximum Annual Special Tax Rate of $300.60 per Unit to the Taxable Parcel.

8.8.24

EXHIBIT D

Form of Ballot

OFFICIAL BALLOT

SPECIAL TAX AND BOND ELECTION

WESTERN PLACER UNIFIED SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICT NO. 2

May 6, 2003

Number of votes entitled to cast: _____
(One vote per acre or portion thereof)

INSTRUCTIONS TO VOTERS: To vote on the measure, mark an (X) in the voting square after the word "YES" or after the word "NO". All marks otherwise made are forbidden. All distinguishing marks are forbidden and make the ballot void.

If you wrongly mark, tear or deface this ballot, return it to the Secretary of the Board of Trustees, Western Placer Unified School District, 810 J Street, Lincoln, California, to obtain another.

MEASURE SUBMITTED TO VOTE OF VOTERS

Measure: Shall a special tax be levied at the rates and apportioned as described in Exhibit B to the Resolution of Formation ("Resolution of Formation") for the Western Placer Unified School District Community Facilities District No. 2 (the "CFD No. 2") to be adopted by the Board on May 6, 2003, which is incorporated herein by reference, within the CFD No. 2 to finance certain public facilities as set forth in Exhibit A to the Resolution of Formation, including any incidental expenses related thereto, and shall a bonded indebtedness in the amount of $100,000,000 be incurred for the CFD No. 2, and shall an appropriations limit be established for the CFD No. 2 in the amount of the special taxes collected?	Yes ☐ No ☐

NOTE: This is a special landowner election. You must return this ballot to the Board of Trustees, Western Placer Unified School District, either by personal delivery or by mail to its office at 810 J Street, Lincoln, California, by 5:00 p.m. on May 6, 2003

8.8.25

CERTIFICATION

I, Roger R. Yohe, Secretary of the Board of Trustees of the Western Placer Unified School District, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly approved and adopted by the Board at a regular meeting thereof held on May 6, 2003, of which meeting all the members of the Board had due notice and at which a majority thereof was present. At the meeting the resolution was adopted by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

The agenda for the meeting was posted at least seventy-two (72) hours before the meeting at the Western Placer Unified School District, 810 J Street, Lincoln, California, a location freely accessible to members of the public, and a brief description of the resolution appeared on the agenda.

I have carefully compared the foregoing copy of the resolution with the original minutes of the meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original resolution adopted at the meeting and entered in the minutes.

Date: May 6, 2003

_____

Roger R. Yohe, Secretary of the Board of Trustees
Western Placer Unified School District

9.8.26

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 02/03.35 Declaring the Results of the Special Election Held on May 6, 2003.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

The attached resolution declares the results of the landowner election authorizing the levy of a special tax and bonded indebtedness.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 02/03.35 declaring the results of the special election held on May 6, 2003.

8.9

RESOLUTION NO. 02/03.35

A RESOLUTION DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD ON MAY 6, 2003

WESTERN PLACER UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICT NO. 2

WHEREAS, in proceedings heretofore conducted by the Board of Trustees (the "Board") of the Western Placer Unified School District (the "District"), Placer County, California, pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), this Board on May 6, 2003, adopted Resolution No. 02/03.34, which resolution called a special election in the area proposed to be the Western Placer Unified School District Community Facilities District No. 2 ("CFD No. 2"); and

WHEREAS, pursuant to the terms of the resolution, the special election was held on May 6, 2003, and the Superintendent of the District has duly canvassed the returns of the election as required by the resolution and has filed with this Board a statement of all votes cast at the election showing the whole number of votes cast within the boundaries of CFD No. 2 and the whole number of votes cast for and against the measure and also filed, attached to the statement, his certificate as to the correctness of the statement (the "Statement of Results of Elections"), a copy of which is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Western Placer Unified School District as follows:

1. **Approval of Canvass.** The canvass by the Superintendent of the District, as shown by the Statement of Results of Elections, is hereby ratified, confirmed, approved, and entered upon the minutes of this meeting.

2. **Statement of the Measure.** At the election, the following measure was submitted to the qualified electors of the territory proposed to be annexed to CFD No. 2:

> BALLOT MEASURE: "Shall a special tax be levied at the rates and apportioned as described in Exhibit B to the Resolution of Formation ("Resolution of Formation") for the Western Placer Unified School District Community Facilities District No. 2 (the "CFD No. 2") to be adopted by the Board on May 6, 2003, which is incorporated herein by reference, within the CFD No. 2 to finance certain public facilities as set forth in Exhibit A to the Resolution of Formation, including any incidental expenses related thereto, and shall a bonded indebtedness in the amount of $100,000,000 be incurred for the CFD No. 2, and shall an appropriations limit be established for the CFD No. 2 in the amount of the special taxes collected?"

8.9.1

3. **Votes Cast**. The total number of votes cast in the boundaries of CFD No. 2 at the election and the number of votes cast for and against the measure was as follows:

Qualified Landowner Votes Eligible to be Cast	*Total Number of Votes Cast*	*Total Number of "YES" Votes*	*Total Number of "NO" Votes*
1,050	1,050	1,050	0

4. **Measures Passed**. More than two-thirds of all the votes cast at the election were in favor of the measure and the measure passed.

5. **Validity of Procedures**. The Board hereby finds and determines that all prior proceedings and actions taken by this Board pursuant to the Act were and are valid and in conformity with the Act.

6. **Notice of Special Tax Lien**. The Superintendent is hereby directed to record a Notice of Special Tax Lien with the County Recorder of Placer County, in accordance with the provisions of Section 3117.5 of the California Streets and Highways Code within fifteen (15) days of the adoption of this resolution.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the Western Placer Unified School District on May 6, 2003, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

_____
President, Board of Trustees
Western Placer Unified School District

_____
Secretary, Board of Trustees
Western Placer Unified School District

4.9.7

EXHIBIT A

STATEMENT OF RESULTS OF ELECTION

I, Roger R. Yohe, Superintendent of the Western Placer Unified School District (the "District"), hereby certify that:

1. On May 6, 2003, at the offices of the District, 810 J Street, Lincoln, California, I canvassed the returns of the election called for May 6, 2003, in Western Placer Unified School District Community Facilities District No. 2 on the following measure:

> BALLOT MEASURE: "Shall a special tax be levied at the rates and apportioned as described in Exhibit B to the Resolution of Formation ("Resolution of Formation") for the Western Placer Unified School District Community Facilities District No. 2 (the "CFD No. 2") to be adopted by the Board on May 6, 2003, which is incorporated herein by reference, within the CFD No. 2 to finance certain public facilities as set forth in Exhibit A to the Resolution of Formation, including any incidental expenses related thereto, and shall a bonded indebtedness in the amount of $100,000,000 be incurred for the CFD No. 2, and shall an appropriations limit be established for the CFD No. 2 in the amount of the special taxes collected?"

2. The total number of qualified landowner votes eligible to be cast, the total number of votes actually cast at the election, and the total number of votes cast for and against the measure are set forth below. The totals as shown for and against the measure are full, true, and correct. More than two-thirds of all the votes cast at the election on the measure were in favor of the measure and the measure passed.

Qualified Landowner Votes Eligible to be Cast	*Total Number of Votes Cast*	*Total Number of "Yes" Votes*	*Total Number of "No" Votes*
1,050	1,050	1,050	0

Dated: May 6, 2003.

Roger R. Yohe, Superintendent and Secretary of the Board of Trustees

4.9.3

CERTIFICATION

I, Roger R. Yohe, Secretary of the Board of Trustees of the Western Placer Unified School District, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly approved and adopted by the Board at a regular meeting thereof held on May 6, 2003, of which meeting all the members of the Board had due notice and at which a majority thereof was present. At the meeting the resolution was adopted by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

The agenda for the meeting was posted at least seventy-two (72) hours before the meeting at the Western Placer Unified School District, 810 J Street, Lincoln, California, a location freely accessible to members of the public, and a brief description of the resolution appeared on the agenda.

I have carefully compared the foregoing copy of the resolution with the original minutes of the meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original resolution adopted at the meeting and entered in the minutes.

Date: May 6, 2003

_____
Roger R. Yohe, Secretary of the Board of Trustees
Western Placer Unified School District

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 02/03.36 Adopting an Ordinance Levying and Apportioning the Special Tax in Territory Within the Boundaries of the Western Placer Unified School District Community Facilities District No. 2 as Provided in Resolution No. 02/03.34.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

May 06, 2003

BACKGROUND:

The attached resolution implements the special tax for CFD No. 2 and authorizes the bonded indebtedness.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 02/03.36 adopting an ordinance levying and apportioning the special tax in territory within the boundaries of the Western Placer Unified School District Community Facilities District No. 2 as provided in Resolution No. 02/03.34.

8.10

RESOLUTION NO. 02/03.36

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT ADOPTING AN ORDINANCE LEVYING AND APPORTIONING THE SPECIAL TAX IN TERRITORY WITHIN THE BOUNDARIES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICT NO. 2 AS PROVIDED IN RESOLUTION NO. 02/03.34

WHEREAS, the Board of Trustees (the "Board") of the Western Placer Unified School District (the "District"), has established the Western Placer Unified School District Community Facilities District No. 2 ("CFD No. 2") pursuant to Resolution No. 02/03.34, duly adopted on May 6, 2003 (the "Resolution"), for the purpose of providing for the financing of certain school facilities in and for the District, the levying of the special tax in the CFD No. 2 at the rate and according to the method of apportionment described in the Resolution; and the authority to incur bonded indebtedness; and

WHEREAS, at an election held in the territory of the CFD No. 2 on May 6, 2003, the qualified electors (landowners) of such CFD No. 2 authorized the levy of the special tax described in the Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Western Placer Unified School District, that:

1. **Recitals**. The foregoing recitals are true and correct.

2. **Levy of Special Tax**. Pursuant to Section 53340 of the Government Code of the State of California, the special tax is hereby levied at the maximum rates specified in the Resolution and is hereby apportioned in the manner specified in the Resolution.

3. **Collection of the Special Tax**. Pursuant to Section 53340 of the Government Code of the State of California, the special tax shall be collected by the Tax Collector of the County of Placer in the same manner as ordinary *ad valorem* property taxes are collected and shall be subject to the same procedure, sale, and lien priority in case of delinquency as is provided for *ad valorem* taxes.

4. **Claims for Refund of the Special Tax**. Claims for refund of the tax shall comply with the following and any additional procedures as established by the Board:

(a) All claims shall be filed with the Superintendent of the Western Placer Unified School District no later than one year after the date the tax was paid. The claimant shall file the claim within this time period and the claim shall be finally acted upon by the Board as a prerequisite to bringing suit thereof.

8.10.1

(b) Pursuant to Government Code Section 935(b), the claim shall be subject to the provisions of Government Code Sections 945.6 and 946.

(c) The Board shall act on a timely claim within the time period required by Government Code Section 912.4.

(d) The procedure described in this Ordinance, and any additional procedures established by the Board, shall be the exclusive claims procedure for claimants seeking a refund of the tax. The decision of the Board shall be final.

5. **Effective Date of Ordinance**. This Ordinance shall take effect 30 days after its adoption.

6. **Publication of Ordinance**. The Secretary of the Board is hereby directed to cause this Ordinance to be published within fifteen (15) days after its adoption in *The Placer Herald*, a newspaper of general circulation in CFD No. 2.

PASSED AND ADOPTED this May 6, 2003, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

WESTERN PLACER UNIFIED SCHOOL DISTRICT

By: _____
President, Board of Trustees

ATTEST:

_____
Secretary, Board of Trustees

8.10.2

CERTIFICATION

I, Roger R. Yohe, Secretary of the Board of Trustees of the Western Placer Unified School District, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly approved and adopted by the Board at a regular meeting thereof held on May 6, 2003, of which meeting all the members of the Board had due notice and at which a majority thereof was present. At the meeting the resolution was adopted by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

The agenda for the meeting was posted at least seventy-two (72) hours before the meeting at the Western Placer Unified School District, 810 J Street, Lincoln, California, a location freely accessible to members of the public, and a brief description of the resolution appeared on the agenda.

I have carefully compared the foregoing copy of the resolution with the original minutes of the meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original resolution adopted at the meeting and entered in the minutes.

Date: May 6, 2003

_____

Roger R. Yohe, Secretary of the Board of Trustees
Western Placer Unified School District

5.10.3