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
Dennis Sonnenburg, 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 School
John Bliss, Principal, Carlin C. Coppin Elementary School
Judi Frost, Interim Principal, Creekside Oaks Elementary School
Jeremy Lyche, Vice Principal, Creekside Oaks Elementary School
Susan Taxara, Vice Principal, Creekside Oaks 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
Stacy Brown, Vice Principal, Lincoln High School/Glen Edwards Middle School
John Wyatt, Principal, Phoenix High School, Adult Ed.
Ken Gammelgard, Director of Facility Development
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	10/10/03	11/7/03
Sheridan Charter School (K-8)	171	175
Sheridan School Independent Study (SSIS)	31	28
First Street School	578	594
Carlin C. Coppin Elementary (K-5)	559	560
Creekside Oaks Elementary (K-5)	680	684
Glen Edwards Middle (6-8)	916	910
Lincoln High School	1009	1000
Phoenix High School	64	65
PCOE Home School	8	8
TOTAL:	4016	4024

Phoenix Infant/Toddler	25	Prechool/Head Start	
Kindergarten Readiness	32	First & J Streets	22
Adult Education	99	Sheridan	22
		Carlin Coppin	22

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
December 2, 2003, 7:00 P.M.
LINCOLN HIGH SCHOOL – Performing Arts Building
790 "J" STREET, LINCOLN, CA

2003-2004 Goals & Objectives (G & 0) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

AGENDA

6:30 P.M. OPEN SESSION - Administrative Conference Room – D.O.

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

6:35 P.M. CLOSED SESSION - Administrative Conference Room – D.O.

1. CONFERENCE WITH LABOR NEGOTIATOR

a. Name any employee organization with whom negotiations to be discussed are being conducted. **CSEA Classified Association**
b. Identify the titles of unrepresented individuals with whom negotiations are being conducted. **None**
c. Identify by name the agency's negotiator. **Jay Stewart, Classified Negotiator**

2. ADJOURN TO OPEN SESSION

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

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 CONFERENCE WITH LABOR NEGOTIATOR

a. Name any employee organization with whom negotiations to be discussed are being conducted. **CSEA Classified Association**
b. Identify the titles of unrepresented individuals with whom negotiations are being conducted. **None**
c. Identify by name the agency's negotiator. **Jay Stewart, Classified Negotiator**

3. SPECIAL ORDER OF BUSINESS

3.1 Recognition of 2003 Service by Karen Roberts as Board President

The Western Placer Unified School District will honor Mrs. Karen Roberts for her service during the year 2003 as Board of Trustee President.

4. REORGANIZATION OF THE BOARD OF TRUSTEES

As per Board Bylaw 9100 – the Board shall hold an annual organization meeting within the time limits prescribed by law (Education Code 35143). At this meeting the Board shall:

4.1 Elect a President, Vice President, and Clerk from its Members

~As per Education code 35143 and Board Bylaw 9100 the Board of Trustees shall hold an annual organizational meeting to elect a President, Vice President and Clerk from its members.

4.2 Appoint A Secretary to the Board.

~According to Board Bylaw 9122, the Superintendent shall act as Secretary of the Governing Board.

4.3 Authorization of Signatures

~As per Board Bylaw 9100, the board of Trustees will authorize district officials as those who are authorized to sign district documents.

4.4 Develop a Schedule of Regular Meetings for the Year

~The Board of Trustees must annually develop a schedule of regular meetings for the upcoming year.

4.5 Develop a Board Calendar for the Year

~The Board of Trustees will review its Strategic Plan and Yearly Calendar.

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.

5. CONSENT AGENDA

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

5.1 Approval of Minutes: November 4, 2003, November 18, 2003
5.2 Approval of Warrants
5.3 Ratification of Personnel Items
- a. Certificated Employment: None
- b. Classified Employment: Melissa Mikel, Campus/Cafeteria Supervisor (1 hr./day) - FSS
- c. Classified Confidential Retirement Resignation: Eva McGuire, Secretary to the Superintendent

6. COMMUNICATION FROM THE PUBLIC

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

7. REPORTS & COMMUNICATION

7.1 Student Advisory – Karin Harrington
7.2 Western Placer Teacher's Association – Kris Knutson
7.3 Western Placer Classified Employee Association – Nancy Griffin
7.4 Superintendent –
7.5 Assistant Superintendent(s)
- 7.5.1 Jay M. Stewart
  - a. Facilities Focus: Presentation of the Proposed Carlin C. Coppin Elementary School Land Plan
- 7.5.2 Scott Leaman
  - a. Program Focus Area: Physical Education
- 7.5.3 Bob Noyes, Personnel Director
  - a.

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

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

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

8.1 (D/A) APPROVAL OF PHASE I OF TWELVE BRIDGES MIDDLE SCHOOL CONTRACT - Stewart *(03-04 G & O Component V)*

•In order to meet the August 2005 timeline for the completion of the Twelve Bridges Middle School, the District is separating the contract into two phases. The first phase will focus on the site improvement aspect of the project.

8.2 (D/A) APPROVE RESOLUTION 03/04.21 REGARDING ANNUAL ACCOUNTING OF DEVELOPER FEES FOR 2002-03 FISCAL YEAR IN THE FOLLOWING FUNDS OR ACCOUNTS: CAPITAL FACILITIES FUND AND MELLO-ROOS FUND - Stewart *(03-04 G & O Component V)*

•The material pertaining to this item was presented at a publicly noticed Board Meeting held on November 04, 2003. At this time, no public comment has been received regarding the presentation of the 2002-03 Annual Accounting of Developer Fees. The Board of Trustees will consider approval of Resolution ¾.21 Regarding Annual Accounting Of Developer Fees For 2002-03 Fiscal Year In The Following Funds Or Accounts: Capital Facilities Fund And Mello-Roos Fund.

9. COMMENTS - BOARD OF TRUSTEES

9.1 FUTURE AGENDA ITEMS

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

- Relationship with Sierra Community College

9.2 NEW DISTRICT LOGO

•Mrs. Harris will submit the revised logo as requested. The Board of Trustees will discuss and possibly vote.

9.3 ACCEPT RESIGNATION OF BOARD OF TRUSTEE MEMBER

• Board Member Earl Mentze is submitting his resignation as a Board of Trustee member, effective December 31, 2003.

The Board will need to take official action to accept this resignation.

9.4 BOARD MEMBER REPORTS

10. ESTABLISHMENT OF NEXT MEETING (S)

- The President will establish the following meeting(s):
  >December 16, 2003, 7:00 p.m. Glen Edwards Middle School, 204 L Street, Lincoln

11. ADJOURNMENT OF REGULAR SESSION

BOARD BYLAW 9320: Individuals needing special accommodations i.e. sign language; accessible seating, etc. should contact the Superintendent or designee at least two days prior to meeting date. (American Disabilities Act)

Posted: 11/25/03
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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: **December 2, 2003**
TIME: **6:30 p.m.**

1. LICENSE/PERMIT DETERMINATION

2. SECURITY MATTERS

3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

4. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

5. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

6. LIABILITY CLAIMS

7. THREAT TO PUBLIC SERVICES OR FACILITIES

8. PERSONNEL
   - •PUBLIC EMPLOYEE APPOINTMENT
   - •PUBLIC EMPLOYEE EMPLOYMENT
   - •PUBLIC EMPLOYEE PERFORMANCE EVALUATION
   - •PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
   - •COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE

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

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

1. **LICENSE/PERMIT DETERMINATION**
   a. Specify the number of license or permit applications.
2. **SECURITY MATTERS**
   a. Specify law enforcement agency
   b. Title of Officer,
3. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
   a. Property: specify the street address, or if no street address the parcel number or unique other reference to the property under negotiation.
   b. Negotiating parties: specify the name of the negotiating party, not the agent who directly or through an agent will negotiate with the agency's agent.
   c. Under negotiations: specify whether the instructions to the negotiator will concern price, terms of payment or both.
4. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**
   a. Name of case: specify by reference to claimant's name, names or parties, case or claim number.
   b. Case name unspecified: specify whether disclosure would jeopardize service of process or existing settlement negotiations.
5. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**
   a. Significant exposure to litigation pursuant to subdivision (b) of Government Code section 54956.9 (if the agency expects to be sued) and also specify the number of potential cases.
   b. Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9 (if the agency intends to initiate a suit) and specify the number of potential cases.
6. **LIABILITY CLAIMS**
   a. Claimant: specify each claimants name and claim number (if any). If the claimant is filing a claim alleging district liability based on tortuous sexual conduct or child abuse, the claimant's name need not be given unless the identity has already been publicly disclosed.
   b. Agency claims against.
7. **THREATS TO PUBLIC SERVICES OR FACILITIES**
   a. Consultation with: specify name of law enforcement agency and title of officer.
8. **PERSONNEL:**
   A. **PUBLIC EMPLOYEE APPOINTMENT**
      a. Identify title or position to be filled.
   B. **PUBLIC EMPLOYEE EMPLOYMENT**
      a. Identify title or position to be filled.
   C. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
      a. Identify position of any employee under review.
   D. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
      a. It is not necessary to give any additional information on the agenda.
   E. **COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE, UNLESS EMPLOYEE REQUESTS OPEN SESSION**
      a. No information needed
9. **CONFERENCE WITH LABOR NEGOTIATOR**
   a. Name any employee organization with whom negotiations to be discussed are being conducted.
   b. Identify the titles of unrepresented individuals with whom negotiations are being conducted.
   c. Identify by name the agency's negotiator
10. **STUDENTS:**
    A. **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
    B. **STUDENT PRIVATE PLACEMENT**
       ●Pursuant to Board Policy 6159.2
    C. **INTERDISTRICT ATTENDANCE APPEAL**
       a. Education Code 35146 and 48918
    D. **STUDENT ASSESSMENT INSTRUMENTS**
       a. Reviewing instrument approved or adopted for statewide testing program.
    E. **STUDENT RETENTION/ APPEAL**
       a. Pursuant to Board Policy 5123

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*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 ___ Complies with Mission Statement ___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart___
4. Promote the involvement of the community, 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:
Conference with Labor Negotiator

AGENDA ITEM AREA:
DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

REQUESTED BY:
Jay M. Stewart, Negotiator

ENCLOSURES:

MEETING DATE:
December 02, 2003

BACKGROUND:

- The Board of Trustees will disclose any action taken in closed session regarding this item.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session on this item, if any.

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2.1

SPECIAL ORDER OF BUSINESS

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy ___ Complies with Site Plan (LIP)___
2. Fosters a safe, caring environment where individual differencesare valued and respected.	Complies with Governance & Management Document ___ Complies with Mission Statement ___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart___
4. Promote the involvement of the community, 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:
Recognition of 2003
Service by Karen Roberts
As Board President

AGENDA ITEM AREA:
SPECIAL ORDER OF BUSINESS

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:

MEETING DATE:
December 02, 2003

BACKGROUND:

•The Board of Trustees and the Western Placer Unified School District will honor Mrs. Karen Roberts for her service during the year 2003 as Board of Trustee President.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees bestow this honor on Mrs. Roberts for serving the district as Board President during 2003.

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REORGANIZATION

OF THE

BOARD
OF
TRUSTEES

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:
Elect a:
> President
> Vice President
> Clerk

AGENDA ITEM AREA:
REORGANIZATION OF THE BOARD OF TRUSTEES

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
Board Bylaws 9100, 9121, 9123

MEETING DATE:
December 02, 2003

BACKGROUND:

Board Bylaw 9100 states the Board of Trustees shall hold an annual organization meeting within the time limits prescribed by law. Action will be taken to elect the following:

- President of the Board of Trustees
- Vice President of the Board of Trustees
- Clerk of the Board of Trustees

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees hold its annual organization meeting and elects a President, Vice President and Clerk from among its members.

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BYLAWS OF THE BOARD

Organization

Annual Organization Meeting

The Board shall hold an annual organization meeting within the time limits prescribed by law. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president and a clerk and/or vice president from its members.

2. Appoint a secretary to the Board.

3. Authorize signatures.

4. Develop a schedule of regular meetings for the year.

5. Develop a Board calendar for the year.

6. Designate Board representatives.

(cf. 9140 - Board Representatives)
(cf. 9320 - Meetings)

Election of Officers

The Board shall each year elect its entire slate of officers. No Board member shall serve more than 2 consecutive terms as chairperson.

Legal Reference:
EDUCATION CODE
35143 Annual organizational meeting date, and notice
35145 Public meetings
GOVERNMENT CODE
54953 Meetings to be open and public; attendance
68 OPS. CAL. ATTY. GEN. 65 (1985) 59 OPS. CAL. ATTY. GEN. 619,621-622 (1976)

Adopted: 4/11/83
Revised: 8/195
1994/1995 School Year (Total District Policy Book Review)
word\wpfiles\policies\bb9100

4.1.1

BYLAWS OF THE BOARD

President

The President shall preside at all Governing Board meetings. He/she shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
5. Explain what the effect of a motion would be if it is not clear to every member;
6. Restrict discussion to the question when a motion is before the Board;
7. Rule on parliamentary procedure;
8. Put motions to a vote, and state clearly the results of the vote.

The president shall have all the rights of any member of the Board, including the right to move, second, discuss, and vote on all questions before the Board.

The Board president shall also perform other duties as directed by law, State Department of Education regulations and the Board, including the duty to:

1. Sign all instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent or designee on the preparation of the Board's agendas;
3. Appoint and disband all committees, subject to Board approval;
4. Call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law;

4.1.2

President (continued)

5. Confer with the Superintendent or designee on crucial matters which may occur between Board meetings;

6. Be responsible for the orderly conduct of all Board meetings.

7. Share informational mail with other Board members.

(cf. 9320 - Meetings)

When the president resigns or is absent or disabled, the vice president shall perform the president's duties. When both the president and vice president are absent or disabled, the clerk shall perform the president's duties.

Adopted: 4/11/83
Revised: 11/6/90, 8/1/95
1994/1995 School Year (Total District Policy Book Review)
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BYLAWS OF THE BOARD

Clerk

At the annual organizational meeting, the Governing Board shall appoint a clerk from its own membership.

The duties of the clerk shall be to:

1. Certify or attest to actions taken by the Board when required.
2. Maintain such other records or reports as required by law.
3. Sign the minutes of the Board meetings following their approval.
4. Sign documents as directed by the Board on behalf of the district, and sign all other items which require the signature of the clerk.
5. Perform any other duties assigned by the Board.

Legal Reference:

EDUCATION CODE

35038 Appointment of clerk by county superintendent of schools
35039 Dismissal of clerk
35121 Appointment of clerk in certain city and high school districts
35143 Annual organizational meetings
35250 Duty to keep certain records and reports
39630 Repair and supervision of property (duty of district clerk)
40003 Duty of clerk (re provision of school supplies)

Adopted: 4/11/83
Revised: 8/1/95
1994/1995 School Year (Total District Policy Book Review)
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4.1.4

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. 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___

SB&T Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Appoint a Secretary to the Board of Trustees

AGENDA ITEM AREA:
REORGANIZATION OF THE BOARD OF TRUSTEES

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
Board Bylaw 9122

MEETING DATE:
December 02, 2003

BACKGROUND:

Board Bylaw 9100 states the Board of Trustees shall hold an annual organization meeting within the time limits prescribed by law. Action will be taken to appoint a Secretary to the Board of Trustees. According to Board Bylaw 9122, the Superintendent shall act as Secretary of the Governing Board.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees appoint Superintendent Roger R. Yohe as Secretary to the Board.

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4.2

BYLAWS OF THE BOARD

Secretary

The Superintendent shall act as secretary of the Governing Board. As secretary, the Superintendent shall:

1. Prepare and handle the Governing Board agenda;

2. Prepare and handle the Governing Board minutes;

3. Handle and care for all district and Governing Board records and documents;

4. Submit to the president of the Governing Board all correspondence addressed to the president or to the Governing Board;

5. Submit to the clerk of the Governing Board all correspondence addressed to the clerk.

Legal Reference:
EDUCATION CODE
35025 Secretary and bookkeeper

Adopted: 4/11/83
Revised: 8/1/95
1994/1995 School Year (Total District Policy Book Review)
word\wpfiles\policies\bb9122

4.2.1

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. Noyes___
Program Sign Off by S. Leaman___

SBLT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Authorization
Of Signatures

AGENDA ITEM AREA:
REORGANIZATION OF THE BOARD OF TRUSTEES

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:

MEETING DATE:
December 02, 2003

BACKGROUND:

Board Bylaw 9100 states the Board of Trustees shall hold an annual organization meeting within the time limits prescribed by law. As per Board Bylaw 9100, the Board of Trustees will authorize district officials as those who are authorized to sign district documents. Those officials are:

- Roger R. Yohe, District Superintendent
- Jay M. Stewart Assistant Superintendent of Business Services
- Scott Leaman, Assistant Superintendent of Instructional Services
- Bob Noyes, Director of Human Services
- Trudy Wilson, Director of Business Services

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees authorize the five above listed officials to sign district documents.

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4.3

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. 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:
Develop a Schedule
Of Regular Meetings
For 2004

AGENDA ITEM AREA:
REORGANIZATION OF THE BOARD OF TRUSTEES

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
2004 Schedule

MEETING DATE:
December 02, 2003

BACKGROUND:

Board Bylaw 9100 states the Board of Trustees must annually develop a schedule of regular meetings for the upcoming year.

PLEASE NOTE: The first Tuesday in April is during spring break. The Board needs to discuss this and make a decision as to cancellation or rescheduling to another date.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees adopt the 2004 Board of Trustee meeting schedule after addressing the April 6, 2004, spring break issue.

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4.4

BOARD OF TRUSTEE MEETING SCHEDULE FOR 2004

The Board of Trustees Meet the First and Third Tuesday of each Month
All Meetings begin at 7:00 p.m.

All meetings are held in the Lincoln High School Performing Arts Building at 790 "J" Street, Lincoln, unless otherwise designated.

JANUARY Tuesday, January 6, 2004 Tuesday, January 20, 2004	**JULY** NO FORMAL MEETINGS SCHEDULED FOR JULY - WORK STUDY SESSION AS NEEDED
FEBRUARY Tuesday, February 3, 2004 Tuesday, February 17, 2004	**AUGUST** Tuesday August 3, 2004 Tuesday, August 17, 2004
MARCH Tuesday, March 2, 2004 Tuesday March 16, 2004	**SEPTEMBER** Tuesday, September 7, 2004 Tuesday, September 21, 2004
APRIL April 6, 2004-**NOTE: SPRING BREAK WEEK (cancel?)** Tuesday, April 20, 2004 Meeting	**OCTOBER** Tuesday, October 5, 2004 Tuesday, October 19, 2004
MAY Tuesday, May 4, 2004 Tuesday, May 18, 2004	**NOVEMBER** Tuesday, November 2, 2004 Tuesday, November 16, 2004 (Thanksgiving Week, Nov. 22-26)
JUNE Tuesday, June 1, 2004 Tuesday, June 15, 2004 (Public Hearing & Budget Adoption by 6/30/04)	**DECEMBER** Tuesday, December 7, 2004 Tuesday, December 21, 2004

Adopted:
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4.4.1

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
2. Fosters a safe, caring environment where individual differencesare valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

Complies with Board Policy ___
Complies with Site Plan (UP)___
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___

SSLT Involvement ___
Initial

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:
Develop a Board Calendar for the Year (Strategic Plan & Yearly Calendar)

AGENDA ITEM AREA:
REORGANIZATION OF THE BOARD OF TRUSTEES

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
Strategic Plan & Yearly Calendar

MEETING DATE:
December 02, 2003

BACKGROUND:

Board Bylaw 9100 states the Board of Trustees must annually develop a Board Calendar for the Year. The Board will review its Strategic Plan and Yearly Calendar.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees adopt its Strategic Plan and Yearly Calendar.

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4.5

Western Placer Unified School District
District Board of Trustees
Strategic Plan and Yearly Calendar

SCHOOL YEAR FORMAT

◊ JULY
- ◊ **NO MEETING SCHEDULED**

◊ AUGUST
- ◊ **Superintendent/Management Team's Annual Goals and Objectives**

◊ SEPTEMBER
- ◊ **Review of budget revisions, if required due to Governor's budget**
- ◊ **CSBA Back to School Conference (optional)**

◊ OCTOBER
- ◊ **Teacher Goals and Objectives**

◊ NOVEMBER
- ◊ **Annual Trustee/Administrative Dinner, Placer County Boards Assn.**
- ◊ **Board/Administration Report Regarding SBLT Progress Including Parent• Participation**
- ◊ **Pupil Services Report (C & I)**
- ◊ **Healthy Kid's Survey (11/19/02)**

◊ DECEMBER
- ◊ **CSBA Annual Conference**
- ◊ **Board of Trustee Annual Reorganization**
- ◊ **Receive Revised School Accountability Reports**
- ◊ **Superintendent Interim Report**
- ◊ **Curricular Programs Report**
- ◊ **Revision of Local Improvement Plans**

◊ JANUARY
- ◊ **District Surveys: >Input from: teachers, classified, Confidential Staff, SBLT, management team, community, students, parents, board – when conducted**
- ◊ **Long Range Plan/Strategic Plan Review (2/1/00 title change)**
- ◊ **Student Assessment Report**
- ◊ **Board Begins Goal Setting (adopted 7/1/97)**

◊ FEBRUARY
- ◊ **Present Preliminary for New Year General Fund Budget**
- ◊ **New Year Budget Overview**
- ◊ **Current Year Discretionary Budget Items for Board Evaluation**
- ◊ **Board of Trustee Budget Workshop for Coming Year**

◊ MARCH
- ◊ **Resubmit Current Year Discretionary Budget**
- ◊ **Submit New Year Discretionary Budget Items**
- ◊ **New Year Budget Update and Review**

◊ APRIL
- ◊ **Present New Year Proposed General Fund Budget for Review**
- ◊ **Present New Budget Programs for Final Approval**
- ◊ **Present Capital Projects Priorities - Budget**

Strategic Plan and Yearly Calendar - Page 2

◊ MAY:

- ◊ **Present New Year Proposed Budget and New Year Budget Review and Update**
- ◊ **Preliminary Local Improvement Plans Received**
- ◊ **Superintendent's Progress Report**
- ◊ **Superintendent's Evaluation**

◊ JUNE:

- ◊ **Public Hearing/Budget Adoption**
- ◊ **Accountability Report**
- ◊ **Board of Trustee Self-Evaluation/Guide to Effective Governance & Management**
- ◊ **Present Following Year Program Changes**
- ◊ **Declaration of Need for Fully Qualified Educators (if needed) (Teacher Credentialing Form)**

(Revised July 31, 1996)
(10/96 Revised)
(12/17/96 Revised)
(1/21/97 Revised)
(7/1/97 Revised)
(9/9/97 Revised)
(12/2/97 Reviewed, no changes)
12/15/98 Revised
12/7/99 Reviewed and Approved
2/1/00 Revised
12/5/00 Reviewed and Approved
1/3/01 Revision made to January
12/4/01 Reviewed & Revised
12/3/02 Reviewed
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H.5.2

CONSENT

AGENDA

ITEMS

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy ___ Complies with Site Plan (LIP)___
2. Fosters a safe, caring environment where individual differencesare valued and respected.	Complies with Governance & Management Document ___ Complies with Mission Statement ___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart___
4. Promote the involvement of the community, 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 Minutes
November 4 and 18, 2003

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Roger R. Yohe, Superintendent

ENCLOSURES:
November 4 and 18, 2003 Minutes

MEETING DATE:
December 02, 2003

BACKGROUND:

The Board of Trustees will consider adoption of the minutes of regular meetings of November 4, 2003, and November 18, 2003.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the minutes November 4th and 18th 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

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 Warrants

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Trudy Wilson, Director
Business Services

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

MEETING DATE:
December 02, 2003

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the November 4, 2003 board meeting.

SUPERINTENDENT'S RECOMMENDATION:

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

Eva\h:\wpfiles\Board\format9

5.2

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified Employment

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
December 2, 2003

BACKGROUND:

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

Melissa Mikel – Campus/Cafeteria Supervisor (.13) - FSS

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends ratification of employment of the individual listed above.

Boardfactsheet.doc

5.3 b

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. 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 x Complies with Site Plan (LIP) ____ Complies with Governance & Management Document ___ Complies with District Goals x 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 TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified Confidential Retirement Resignation

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:
Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:
December 2, 2003

BACKGROUND:

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

Eva McGuire, Secretary to the Superintendent - DO

SUPERINTENDENT'S RECOMMENDATION:

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

Boardfactsheet.doc

5.3 C

EVA G. MCGUIRE
654 M STREET
LINCOLN, CA 95648

October 23, 2003

Roger R. Yohe, District Superintendent, and
Board of Trustees
Western Placer Unified School District
810 J Street
Lincoln, CA 95648

RE: Retirement Letter of Resignation

This is a letter I always thought would be very difficult for me to write, however I find myself at peace with the approaching new season of my life.

The last 35 years have gone by so fast. I have enjoyed all of my years with the school district; and all of the different positions I have held during those years. My years as a school secretary were extremely fulfilling and happy as I worked with the teachers and children.

The past 25 years or so have been spent as Secretary to the Superintendent; I have seen many changes and worked with many people during that time. Seven superintendents have come and gone, changes in administration and district office staff have taken place, and Board members have also come and gone.

Board of Trustee members have been especially nice to me over the years and I want to thank you for that.

Please continue to value your current Superintendent, the vision he has for the district, his integrity, work ethics, humility, sense of humor and especially his gratitude and appreciation were

5.3 c.1

constantly evident, making each day "a good day!" I rarely grew tired of my exciting job.

My retirement date will be December 30, 2003, however the Superintendent and I will work out a schedule for me to continue to work through the employment and transition period of my replacement.

I will miss all of my friends in the district, especially the ones I worked so close with for so many years. They will always be part of my life and will provide wonderful memories.

Regretfully submitted, but looking forward to new things to come -

Eva G. McGuire

Eva G. McGuire,
Secretary to the Superintendent

5.3 C.P

PROPOSED CONTRACT WITH THE SUPERINTENDENT

(Replacement of Secretary to the Superintendent)

The following contract is submitted for approval. Under CALPERS, a retiree may work 960 hours per fiscal or calendar year and still remain in retirement status. This is what I propose to work in order to train and facilitate the transition of my replacement.

I propose to work six (6) hours a day, three (3) days a week (Tuesday, Wednesday, and Thursday), 8:30 am – 2:30 pm, at my current salary of $27.68 an hour. The schedule is listed below:

January 2004: 6, 7, 8; 13, 14, 15; 20, 21, 22; 27, 28, 29 = 72 hours

February 2004: 3, 4, 5; 10, 11, 12; 17, 18, 19; 24, 25, 26 = 72 hours

March 2004: 2, 3, 4; 9, 10, 11; 16, 17, 18; 23, 24, 25; 30, 31 = 84 hours

April 2004: 1; 6, 7, 8 (Spring break?); 13, 14, 15; 20, 21, 22; 27, 28, 29 = 78 hours

May 2004: 4, 5, 6; 11, 12, 13; 18, 19, 20; 25, 26, 27 = 72 hours

June 2004: 1, 2, 3; 8, 9, 10 = 36 hours

TOTAL: 414 hours

As my replacement is trained and picking up more and more responsibility, my hours can be decreased or completely stopped. There would remain plenty of hours to help, if needed, to start the 2004/2005 school year or to take on any projects, which the Superintendent may wish to assign to me.

Eva G. McGuire

Eva G. McGuire

Roger R. Yohe, Superintendent

H: wpfiles\contractretirement

5.3 C.3

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:

Presentation of the Proposed Carlin C. Coppin Elementary School Land Plan.

SUBJECT AREA:

Reports

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

No

BOARD MEETING DATE:

December 02, 2003

BACKGROUND:

The proposed development of the Gladding Parkway and the Meadowlands Subdivision will both have significant impacts on the Carlin C. Coppin Elementary School site. Representatives from MHM Engineers and GW Consulting Engineers will present the various proposals for review and comment by the Board of Trustees.

The development of the Gladding Parkway presents options for improving the ingress and egress to the school site as well as improved parking. The Meadowlands Subdivision includes approximately 151 single-family homes along with multi-family units.

SUPERINTENDENT'S RECOMMENDATION:

Recommendation not required.

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 Area: Physical Education

AGENDA ITEM AREA:
Reports

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
December 2, 2003

BACKGROUND:

An updated report on physical fitness testing will be presented to the Board.

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

7.5.2

California Department of Education
Standards and Assessment Division
Prepared: 11/7/2003 1:09:46 PM

State: California
County: Placer
District: Western Placer Unified

--- Select another report here ---

Schools: -- List of Schools --

2002-03 California Physical Fitness Report
Summary of Results

Additional information can be found at the Standards and Assessment Division's California Physical Fitness Test site.

	Grade 5			Grade 7			Grade 9		
Physical Fitness Tasks	Total[1] Tested	% In HFZ	% Not in HFZ	Total[1] Tested	% In HFZ	% Not in HFZ	Total[1] Tested	% In HFZ	% Not in HFZ
Aerobic Capacity	290	58.6	41.4	288	62.8	37.2	230	72.6	27.4
Body Composition	290	68.3	31.7	288	68.4	31.6	230	77.0	23.0
Abdominal Strength	290	76.6	23.4	288	84.0	16.0	230	93.9	6.1
Trunk Extension Strength	290	83.8	16.2	288	91.0	9.0	230	93.9	6.1
Upper Body Strength	290	72.1	27.9	288	54.5	45.5	230	86.1	13.9
Flexibility	290	63.1	36.9	288	67.4	32.6	230	75.7	24.3
	Grade 5			Grade 7			Grade 9		
Number of fitness standards achieved	Number	Percent	Cum. Percent	Number	Percent	Cum. Percent	Number	Percent	Cum. Percent
6 of 6 fitness standards	77	26.6	26.6	76	26.4	26.4	107	46.5	46.5
5 of 6 fitness standards	82	28.3	54.8	78	27.1	53.5	69	30.0	76.5
4 of 6 fitness standards	48	16.6	71.4	53	18.4	71.9	28	12.2	88.7
3 of 6 fitness standards	35	12.1	83.4	38	13.2	85.1	10	4.3	93.0
2 of 6 fitness standards	21	7.2	90.7	28	9.7	94.8	7	3.0	96.1
1 of 6 fitness standards	14	4.8	95.5	5	1.7	96.5	5	2.2	98.3
0 of 6 fitness standards	13	4.5	100.0	10	3.5	100.0	4	1.7	100.0
Total tested	290	100.0		288	100.0		230	100.0	

[1] Includes partially tested students

INFORMATION

DISCUSSION

ACTION ITEMS

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

MISSION STATEMENT: The Western Placer Unified School District is committed to the pursuit of excellence in all of its endeavors.
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.
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AGENDA ITEM:

Approve the Twelve Bridges Middle School Phase I Contract with NTD/EDGE for the Amount of $3,295,829.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

December 02, 2003

BACKGROUND:

In order to meet the August 2005 timeline for the completion of the Twelve Bridges Middle School, the District is separating the contract into two phases. The first phase will focus on the site improvement aspect of the project. The second phase will address the actual construction of the buildings. Breaking the contract into two phases allows the contractor to begin work prior to all the approvals being received for the building design. The contract price of $3,295,829 includes two contingencies for the amount of $350,000. Depending on soil conditions, and weather, these contingencies may or may not be needed. If the contingencies are required, then the District will be consulted prior to their expenditure.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the Twelve Bridges Middle School Phase I contract with NTD/EDGE for the amount of $3,295,829.

Sect. #	Duration: 6 Months 12 Bridges Middle School - Phase I	Base New Bid $ 3,295,829
	GENERAL CONDITIONS	210,000
	Water Meters	Owner
	Construction water	10,000
	Layout - Survey	47,500
02230	Site Clearing & Demolition	in 2310
02310	Grading and Excavation	792,526
	Erosion Control	35,000
	maintain erosion control	45,000
	Temporary AB access road	38,920
02315	Filling & Backfilling	in all
02320	Trenching	in all
02321	Import Engineered Fill	none
02322	Export of Soils - ALLOWANCE	0
02510	On Site - Water Distribution Systems	489,095
02530	On Site - Sanitary Sewer Systems	197,200
02630	On Site - Storm Drainage Systems	789,710
	Offsite Improvements	48,900
	SUB BONDS	35,000
	SUBTOTAL	2,738,851
6.00%	OH & P	164,331
0.45%	BUILDERS RISK	13,064
	SUBTOTAL	2,916,246
1.00%	BOND	29,162
	COST OF BOND ON BOND	420
	SUBTOTAL	2,945,829
	Winter Conditions/Dewatering Contingency	150,000
	Owner Contingency	200,000
	TOTAL	3,295,829

8.1.1

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

MISSION STATEMENT: The Western Placer Unified School District is committed to the pursuit of excellence in all of its endeavors.
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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 03/04.21 Regarding Annual Accounting of Developer Fees for 2002-03 Fiscal Year in the Following Funds or Accounts: Capital Facilities Fund and Mello-Roos Fund.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

December 02, 2003

BACKGROUND:

The attached data was presented at a publicly noticed Board Meeting held on November 04, 2003. At this time, no public comment has been received regarding the presentation of the 2002-03 Annual Accounting of Developer Fees.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 03/04.21 regarding annual accounting of Developer Fees for 2002-03 fiscal year in the following funds or accounts: Capital Facilities Fund and Mello-Roos Fund.

8.7

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Resolution No. 03/04.21

RESOLUTION REGARDING ANNUAL ACCOUNTING)
OF DEVELOPER FEES FOR 2002-03 FISCAL YEAR)
IN THE FOLLOWING FUNDS OR ACCOUNTS: CAPITAL)
FACILITIES FUND AND MELLO-ROOS FUNDS)

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 2nd day of December, 2003, by roll call vote.

AYES:
NOES:
ABSENT:

The District has levied school facilities fees pursuant to various resolutions, the most recent of which is dated August 20, 2002, and is referred to herein as the "School Facilities Fee Resolution" and is hereby incorporated by reference into this Resolution. These resolutions were adopted under the authority of Education Code section 17620 (formerly Government Code section 53080). The fees have been deposited in the following funds:

Capital Facilities Fund
Mello-Roos Fund

Government Code sections 66001(d) and 66006(b) require this District to make an annual accounting of the Fund and to make additional findings every five years if there are any funds remaining in the Funds at the end of the prior fiscal year.

Government Code sections 66001(d) and 66006(b) further require that the annual accounting of the Funds and those findings be made available to the public no later than December 27, 2002, that this information be reviewed by this Board at its next regularly scheduled board meeting held no earlier than 15 days after they become available to the public, and that notice of the time and place of this meeting (as well as the address at which this information may be reviewed) be mailed at least 15 days prior to this meeting to anyone who has requested it.

The Superintendent has informed the Board that there is no new information which would adversely affect the validity of any of the findings made by this Board in it School Facilities Fee Resolution.

This Resolution makes various findings and takes various actions regarding the Funds as required by and in accordance with Government Code sections 66001(d) and 66006(b).

8.2.1

Based on all findings and evidence contained in, referred to, or incorporated into this Resolution, as well as the evidence present to this Board at this meeting, the Board finds each of the following with respect to the Funds for the 2002-2003 Fiscal Year:

A. In reference to Government Code section 66006(b)(2), the information identified is correct;

B. In further reference to Government Code section 66006(b)(2), this Board has reviewed the annual accounting for the Fund as contained in the attached exhibit and determined that it meets the requirements set forth in Government Code section 66006(b)(1);

C. In reference to Government Code section 66001(d)(1), and with respect only to that portion of the Funds remaining unexpended at the end of the 2002-2003 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities and support the priorities of Community Facilities District and Facilities Master Plan.

D. In reference to Government Code section 66001(d)(2), and with respect only to that portion of the Funds remaining unexpended at the end of the 2002-2003 Fiscal Year, the findings and evidence referenced above demonstrate that there is a reasonable relationship between the fees and the purpose for which it is charged;

E. In reference to Government Code section 66001(d)(3), and with respect only to that portion of the Funds remaining unexpended at the end of the 2001-2002 Fiscal Year, all of the sources and amounts of funding anticipated to complete financing in any incomplete improvements;

F. In reference to the last sentence of Government Code section 66006(d), because all of the findings required by that subdivision have been made in the fees that were levied, the District is not required to refund any moneys in the Funds as provided in Government Code section 66001(e).

_____
President of the Governing Board
Western Placer Unified School District

ATTEST:

_____
Clerk, Governing Board
Western Placer Unified School District

8.2.2

WESTERN PLACER UNIFIED SCHOOL DISTRICT

FY 2002-03 CAPITAL FACILITIES FUND REPORT

RESOURCES:

Beginning Balance as of July 1, 2002		534,842
Revenue:		
Interest	344,076	
Level II Fees - Residential	434,200	
Fees - Commercial	72,537	
Fees - Del Webb	1,078,723	
Local	3,825	
Local - Refund PG&E	23,155	
Local - Athletic Facility	72,580	
Transfer In from Mello Roos Fund	3,900,000	
Proceeds from Capital Leases	810,503	
Proceeds from COPS	3,303,600	
Total Revenue		10,043,199
TOTAL RESOURCES		10,578,041

8.2.3

EXPENDITURES:

Administrative Costs:

Consultants	81,734	
COP Trustee Expense	8,030	
District	132,011	
Interest Expense	30,500	
Legal Fees	46,527	
Total Administrative Costs		298,802
Purchase of Sites:		
Foskett Ranch Elementary School		3,307,735
Appraisals:		
General	2,500	
Twelve Bridges Elementary School	3,000	
Twleve Bridges Middle School	1,000	
Total Appraisals		6,500
Site Support Costs:		
General	2,018	
Twelve Bridges Elementary School	2,900	
Twleve Bridges Middle School	400	
Foskett Ranch Elementary School	7,090	
Twelve Bridges High School	9,879	
Total Site Support Costs		22,287
Surveys:		
Twelve Bridges Elementary School	10,213	
Twleve Bridges Middle School	8,695	
Foskett Ranch Elementary School	6,150	
Twelve Bridges High School	31,710	
Total Surveys		56,768

8.2.4

EXPENDITURES (Cont):

CEQA Studies:

Twelve Bridges Elementary School	452	
Twleve Bridges Middle School	452	
Lincoln Crossing Elementary School (North)	-307	
Lincoln Crossing Elementary School (South)	-24	
Lincoln Crossing Middle School	-1,632	
Foskett Ranch Elementary School	287	
Twelve Bridges High School	46,436	
Total CEQA Studies		45,664

Site Development Testing:

Twelve Bridges Elementary School	7,824	
Twleve Bridges Middle School	17,223	
Lincoln Crossing Elementary School (North)	4,000	
Lincoln Crossing Elementary School (South)	686	
Lincoln Crossing Middle School	4,000	
Foskett Ranch Elementary School	1,161	
Total Site Development Testing		34,894
Portable/Classroom Projects (Enrollment Growth)		1,600,359

8.2.5

EXPENDITURES (Cont):

Architect/Engineering Fees:

General	78,908	
Portable/Classroom Projects (Enrollment Growth)	96,866	
Twelve Bridges Elementary School	750,203	
Twleve Bridges Middle School	718,250	
Lincoln Crossing Elementary School (North)	22,406	
Lincoln Crossing Elementary School (South)	5,429	
Lincoln Crossing Middle School	6,797	
Foskett Ranch Elementary School	719,968	
Twelve Bridges High School	207,174	
First Street School	15,287	
Lincoln High School Athletic Facility	40,662	
District Office	599	
Central Kitchen	3,408	
Swimming Pool	11,500	
Twelve Bridges Library	69,855	
Total Architect/Engineering Fees		2,747,312

DSA Plan Check Fees:

Portable/Classroom Projects (Enrollment Growth)	-16,153	
Twelve Bridges Elementary School	90,745	
Foskett Ranch Elementary School	75,700	
First Street School	3,660	
District Office	300	
Total DSA Plan Check Fees		154,252

School Planning - Plan Check Fee:

Twelve Bridges Elementary School		7,223

Energy Analysis Fee:

Twelve Bridges Elementary School	5,448	
Foskett Ranch Elementary School	3,000	
Total Energy Analysis Fee		8,448

8.2.b

EXPENDITURES (Cont):

Preliminary Tests:

Portable/Classroom Projects (Enrollment Growth)	420	
Twelve Bridges Elementary School	-5,227	
Foskett Ranch Elementary School	-368	
Total Preliminary Tests		-5,175

Soils Investigation:

Foskett Ranch Elementary School		12,050

Inspections:

Portable/Classroom Projects (Enrollment Growth)		30,857

Portable Rentals:

Carlin C. Coppin Elementary School	24,852	
Creekside Oaks Elementary School	15,000	
First Street School	12,284	
Glen Edwards Middle School	16,500	
Lincoln High School	77,381	
Total Portable Rentals		146,017

Lease/Purchase - Interest:

First Street Elementary School Portables	8,909	
1998 COP	368,319	
Total Lease/Puchase - Interest		377,228

8.2.7

EXPENDITURES (Cont):

Lease/Purchase - Principle:

Carlin C. Coppin Elementary Portables	31,180	
Creekside Oaks Elementary School Portables	41,420	
First Street Elementary School Portables	49,326	
Sheridan School Portable	13,000	
Glen Edwards Middle School Portables	110,681	
1998 COP	339,824	
Total Lease/Purchase Portables - Principle		585,431
TOTAL EXPENDITURES		9,436,652
Ending Balance as of June 30, 2003		**1,141,389**

8.2.8

WESTERN PLACER UNIFIED SCHOOL DISTRICT

FY 2002-03 MELLO-ROOS FUND REPORT

RESOURCES:		
Beginning Balance as of July 1, 2002		2,291,453
Revenue:		
Interest	73,282	
Secured Tax Roll	689,398	
Fees - Residential	1,823,898	
Total Revenue		2,586,578
TOTAL RESOURCES		4,878,031
EXPENDITURES:		
School Busses		140,383
State Emergency Portable Lease		64,000
CFD Formation Expenses:		
Mapping	3,937	
Legal Fees	8,272	
Total CFD Formation Expenses		12,209
Transfer Out to Capital Facilities Fund		3,900,000
Debt Service - School Busses		64,708
TOTAL EXPENDITURES		4,181,300
Ending Balance as of June 30, 2002		**696,731**

8.2.9

ITEMS LISTED UNDER BOARD OF TRUSTEE COMMENTS

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	*COMPLIANCE CHECK LIST*
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy ___ Complies with Site Plan (LIP)___
2. Fosters a safe, caring environment where individual differencesare valued and respected.	Complies with Governance & Management Document ___ Complies with Mission Statement ___
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart___
4. Promote the involvement of the community, 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:
New District Logo

AGENDA ITEM AREA:
COMMENTS – BOARD OF TRUSTEES

REQUESTED BY:
Marcia Harris

ENCLOSURES:

MEETING DATE:
December 02, 2003

BACKGROUND:

The Board of Trustees will consider the approval of a new logo for Western Placer Unified School District.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees discuss this item and vote if desired.

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9.2

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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:
Accept Resignation of Board Of Trustee Member

AGENDA ITEM AREA:
COMMENTS – BOARD OF TRUSTEES

REQUESTED BY:
Earl Mentze

ENCLOSURES:
Letter of Resignation

MEETING DATE:
December 02, 2003

BACKGROUND:

Board Member Earl Mentze is submitting his resignation as a Board of Trustee member, effective December 31, 2003.

The Board will need to take official action to accept this resignation.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees take official action to accept this letter of resignation.

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December 2, 2003

Members of the Board of Trustees
Western Placer Unified School District
810 J Street
Lincoln, CA 95648

We Californians have a statewide budget problem. Many significant decisions are being made to address this situation.

I am a State employee. As part of the State's economic plight, my place of employment is being closed. Currently my options are: become a commuter to Ione, California, or quit.

I'm delighted to report, I will soon be gainfully employed in a small dairy, and welding shop.

These events are quickly restructuring my work environment and the plans I had. I've decided to resign my position as one of the Western Placer Unified School District trustees. My last day is December 31, 2003.

Thank you for the unwarranted opportunity I was allowed as a Board Member. The impact I have received from interacting with all of you has changed my life. Consequently you have influenced my future, my children's future, and their children's future as well. Your 'impact' has been a healing antidote to working in a prison for young men since March 5, 1975.

Thank you,

Earl Mentze

Earl Mentze
3455 Karchner Road
Sheridan, CA 95681

9.3.1

Percent Meeting 6 of 6

