

**Western Placer Unified School District**  
**Regular Meeting of the Board of Trustees**  
August 5, 2014, 7:00 P.M.  
**LINCOLN HIGH SCHOOL – PERFORMING ARTS THEATER**  
790 J Street, Lincoln, CA 95648

## **MINUTES**

**2013-2014 Goals & Objectives (G & O) for the Management Team:** Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

**All Open Session Agenda related documents are available to the public for viewing at the Western Placer Unified School District Office located at 600 Sixth Street, Fourth Floor in Lincoln, CA 95648.**

**Board Members Present:**

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

**Board Members Absent:**

Paul Carras, Member

**Others Present:**

Scott Leaman, Superintendent  
Audrey Kilpatrick, Assistant Superintendent of Business & Operations  
Ryan Davis, Assistant Superintendent of Personnel Services  
Kerry Callahan, Assistant Superintendent of Educational Services  
Heather Steer, Facilities Director  
Rosemary Knutson, Secretary to the Superintendent  
Carol Percy, Lincoln News Messenger

**5:35 P.M. START**

1. **CALL TO ORDER** – Lincoln High School Performing Arts Theater

**5:40 P.M.**

2. **CLOSED SESSION** – Lincoln High School - Library

- 2.1 **CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations  
Agency Negotiators: Scott Leaman, Superintendent, Ryan Davis, Assistant Superintendent of Personnel Services, Audrey Kilpatrick, Assistant Superintendent of Business and Operations, Kerry Callahan, Assistant Superintendent of Educational Services

- 2.2 **PERSONNEL**

**Public Employee Employment/Discipline/Dismissal/Release**

- 2.3 **INTERDISTRICT ATTENDANCE APPEAL**

- a. Interdistrict Request Appeal 14/15 - 45

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- b. Interdistrict Request Appeal 14/15 - 46
- c. Interdistrict Request Appeal 14/15 - 47
- d. Interdistrict Request Appeal 14/15 - 48
- e. Interdistrict Request Appeal 14/15 - 49
- f. Interdistrict Request Appeal 14/15 - 50

**7:00 P.M.**

- 3. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE**—Lincoln High Theater  
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

**3.1 CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators: Scott Leaman, Superintendent, Ryan Davis, Assistant  
Superintendent of Personnel Services, Audrey Kilpatrick, Assistant  
Superintendent of Business and Operations, Kerry Callahan, Assistant  
Superintendent of Educational Services

No action was taken

**3.2 PERSONNEL**

**Public Employee Employment/Discipline/Dismissal/Release**

No action was taken

**3.3 INTERDISTRICT ATTENDANCE APPEAL**

- a. Interdistrict Request Appeal 14/15 - 45

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-0 (Ayes:  
*Armitage, Haley, Long, Wyatt*, No: None) vote to deny transfer appeal.

- b. Interdistrict Request Appeal 14/15 - 46

Motion by Mr. Long, seconded by Mr. Haley, and passed by a 4-0 (Ayes:  
*Armitage, Haley, Long, Wyatt*, No: None) vote to deny transfer appeal.

- c. Interdistrict Request Appeal 14/15 - 47

Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-0 (Ayes:  
*Armitage, Haley, Long, Wyatt*, No: None) vote to approve transfer appeal.

- d. Interdistrict Request Appeal 14/15 - 48

Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 4-0  
(Ayes: *Armitage, Haley, Long, Wyatt*, No: None) vote to approve transfer  
appeal.

- e. Interdistrict Request Appeal 14/15 - 49

Motion by Mr. Haley, seconded by Mr. Armitage, and passed by a 4-0 (**Ayes:** *Armitage, Haley, Long, Wyatt*, **No:** *None*) vote to approve transfer appeal.

f. Interdistrict Request Appeal 14/15 – 50

Motion by Mr. Long, seconded by Mr. Armitage to deny, transfer appeal denied on a 2-2 (**Ayes:** *Haley, Wyatt*, **No:** *Long, Armitage*) vote.

**4. CONSENT AGENDA**

- 4.1 Approval of Meeting Minutes for:
  - June 3, & 17<sup>th</sup>, 2013 Regular Board of Trustee Meeting
  - July 1, 2014 Special Board of Trustee Meeting
- 4.2 Approval of Warrants
- 4.3 Classified Personnel Report
- 4.4 Certificated Personnel Report
- 4.5 Approval of Out of State Travel.
- 4.6 Unpaid Partial Leave of Absence Request.
- 4.7 Williams Uniform Quarterly complaint Report.
- 4.8 Annual Approval of Bank Check Signers.
- 4.9 Report of Disclosure Requirements for Quarterly Reports of Investments.
- 4.10 Ratify Contract between Capitol Public Finance Group and WPUSD, Financial Advisory and Continuing Disclosure Services, July 1, 2014-June 30, 2015
- 4.11 Ratify Contract between Total Education Solutions and WPUSD, July 1, 2014 – July 30, 2015.
- 4.12 Ratify Contract between Jabbergym and WPUSD, July 1, 2014 – June 30, 2015.
- 4.13 Ratify Contract between Sierra Foothills Academy and WPUSD, July 1, 2014-June 30, 2015.
- 4.14 Ratify Contract between Learning Solutions and WPUSD, July 1, 2014 – Jun 30, 2015.
- 4.15 Ratify Contract between Sierra Pediatric Therapy Clinic and WPUSD, July 1, 2014 - June 30, 2015.
- 4.16 Ratify Contract between Medicab of Sacramento/Sierra and WPUSD, July 1, 2014 - Jun 30, 2015.
- 4.17 Ratify Contract between Odyssey Learning Center and WPUSD, July 1, 2014 - June 30, 2015.
- 4.18 Ratify Contract between Placer Learning Center and WPUSD, July 1, 2014 - June 30, 2015.
- 4.19 Annual Software License Agreement with Database Depot, Inc.
- 4.20 Resolution No. 14/15.1 approving State Preschool Programs.
- 4.21 Ratify MOU between Loomis Union School District and WPUSD, July 1, 2014 - June 30, 2015.
- 4.22 Ratify Contract between Red Schoolhouse Software and WPUSD, July 1, 2014 – June 30, 2015.
- 4.23 Agreement for Internal Revenue code Section 125 Services between Flex-Plan, Inc., and WPUSD and Updated WPUSD Flexible Spending Plan.

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- 4.24 Ratification of Professional Services Authorization with LPA, Inc. for architectural work on Lincoln High School Farm Project.

*Roll call vote:*

Mr. Armitage requested the removal of 4.1 for clarification. Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 4-0 (**Ayes:** *Haley, Long, Armitage, Wyatt*, **No:** *None*) roll call vote to approve consent agenda with the exception of item 4.1.

Motion by Mr. Long, seconded by Mr. Armitage, and passed by a 4-0 (**Ayes:** *Long, Armitage, Haley, Wyatt*, **No:** *None*) roll call vote to approve consent agenda item 4.1 with corrections to the minutes.

**5. COMMUNICATION FROM THE PUBLIC**

**Neal Hinson** – Lincoln Crossing parent, and is a U2 pilot at Beal Air Force Base. He spoke on behalf of the overflow at Lincoln Crossing. He shared, his family had purchased a home in November of 2006, and his children attended Lincoln Crossing from 2006-2011. He then was transferred and had to move his family. He sense has moved back into his existing home and currently on the waiting list at Lincoln Crossing. He feels like he is being penalized for being in the military, with not being able to enroll his children back into Lincoln Crossing Elementary. He would like to see some consideration allowed for military families, and request the board take consideration.

Mr. Leaman recommended looking into the current policy. There was some discussion of reviewing the policy due to the waiting list. The board recommended allowing to be put at the top of the waiting list to enter Lincoln Crossing due to special circumstances. Mr. Leaman will bring back board policy to come back on August 19<sup>th</sup> for approval.

**6. REPORTS & COMMUNICATION**

- 6.1 Lincoln High School, Student Advisory – Jillian Loya – **not present** – call LHS  
6.2 Western Placer Teacher's Association – Tara McCroskey was not present  
6.3 Western Placer Classified Employee Association – Mike Kimbrough read the following:

I wanted to take the time tonight to let the School Board and Superintendent know the feedback I am getting from our classified members about the recent raises that were given to some District employees. I was going to wait, as school is not back in yet and I will be hearing from more of our members, but many have already contacted me and expressed their feelings, so I will bring it to you now. They are not very happy to the fact that a small group of employees received raises when all of classified employees working 4 hours or more are taking home less pay than they were in 2009 and also taking home less pay this year than last year when we had furlough days. This is also true of other groups.

In 2009, the district conducted a comparison and analysis of salaries. This comparison was brought to the school board in April of 2009. Classified employees ended up receiving a 3% raise. The Superintendent received a 6.5% raise, which was said to bring him up to the median range for the District's being compared to. The director of Special Education was given an 8% raise. Now, this year, the Superintendent was given another total compensation raise of 9.7% and the salary for Director of Special Education was raised 5%. Yet, we received a pay decrease. The other 2 raises were for a new position

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where someone was promoted under a new job description and for the Director of Maintenance, which still makes below the approx. \$83,000 salary that was for the position in 2009.

This is going to lower moral throughout our classified members. We have given up a lot through concessions and remaining with a lower CAP on our benefits than many other District Employees. Now, once again, for this year, we are saving the District money by paying for our own portion of PERS (Which was previously negotiated in lieu of a rise) which cost every classified employee working 4 hours or more about 2% of their pay as we only had a 5% offset for our 7% that was paid. More members would have even had a bigger reduction in pay if we had not finally received a fair and equitable increase to our medical benefits and finally receive the same medical benefits as other employees once again.

Hearing about other Districts where the entire Districts are getting raises definitely does not help either. A lot of our employees are feeling let down and are not happy at all. I just hope that the bad moral and feelings do not go too deep and end up with a negative impact on our District and our students.

These are the feelings of our members that have contact me, and as I said, soon, many more will be contacting me.

6.4 Superintendent – Scott Leaman reported on the following:

- School is open
- August 15<sup>th</sup> is district staff day. Mr. Leaman invited board members, and shared he will be presenting service pins.
- District Office will go back to regular hours on Wednesday, August 6<sup>th</sup>.
- He shared the comments from Mike are taken to heart.

7. ♦ACTION ♦DISCUSSION ♦INFORMATION

7.1 Information **2014-15 DISTRICT BUDGET UPDATE – STATE BUDGET**

**APPROVAL** – Kilpatrick (14-15 G & O Component I, II, III, IV, V)

•California Education code 42127(i)(4) requires school district to make available for public review any revenue and/or expenditure revisions made to the budget to reflect the funding made available by the Budget Act no later than 45 days following the signing of the Budget Act.

Audrey Kilpatrick reported on the State budget update:

She shared a power point and reviewed the following:

- Themes of the State Budget
- Expenditures – Where the action is
- Competing State Revenue Forecasts
- The Rest of the Budget
- Major Proposition 98 charges deferrals
- 2014-15 LCFF Funding Provisions
- Base Grant Entitlement Calculation
- Grade Span Adjustments
- CSR Grade Span Adjustment Penalty
- Supplemental and Concentration Grants
- CALSTRS Rate Increases – May Revision
- CALSTRS Rate Increases – Schedule

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- CALPERS Rate Increases – Background
- SSC Financial Planning Dartboard
- State Lottery 2014-15
- Funding for Common Core
- Mandated Programs – Mandate Block Grant (MGB)
- Mandated Reimbursement Programs
- Special Education
- CAP on Local Reserves
- CAP on Local Reserves
- LCFF Revenues Present More Risk

Audrey Kilpatrick informed the board this was information on the keep the board updated.

**7.2 Discussion/** **CONSIDER APPROVING NEW JOB DESCRIPTION FOR**  
**Action** **LICENSED VOCATIONAL NURSE (LVN) - Davis (14-15 G & O**  
**Component I, II, III, IV, V)**

•As part of the ongoing review of job descriptions and the needs of the school sites and the District by both the District and CSEA there exists a need to approve a new job description for the “Licensed Vocational Nurse (LVN)” position which is necessary to meet the very specific health and educational needs of our students, especially in light of new legal requirements regarding controlled medication. The District administration worked with CSEA to bring forward the enclosed job description. The new position will be placed at Range 32 on the Classified Salary Schedule.

Ryan Davis presented new job descriptions for LVNs. The positions are needed due to a new law that pertains to specific health and educational needs to our students. This will also help school office staff with handing out medication throughout the district. These Medical needs are highly needed. Motion by Mr. Haley, seconded by Mr. Long, and passed by a 4-0 (Ayes: Long, Armitage, Haley, Wyatt, No: None) vote to approve

**7.3 Discussion/** **CONSIDER APPROVING RESOLUTION NO. 14/15.5**  
**Action** **AUTHORIZING THE LAYOFF AND REDUCTION OF HOURS OF**  
**CLASSIFIED EMPLOYEE POSITIONS DUE TO LACK OF**  
**WORK/LACK OF FUNDS - Davis (14-15 G & O Component I, II, III, IV, V)**

•Pursuant to Education Code section 45117, the District administration is making a recommendation that would require the Governing Board of the Western Placer Unified School District to layoff or reduce the hours of Classified Employee positions due to lack of work/lack of funds by adopting Resolution No. 14/15.5. This modification is necessitated by lack of work/lack of funds, and related to some of the positions, very low enrollment in a preschool program. CSEA has been notified of this pending action.

Ryan Davis presented Resolution No. 14/15.5 authorizing layoffs due to lack of funds. Motion by Mr. Long, seconded by Mr. Armitage, and passed by a 4-0 (Ayes: Armitage, Haley, Long, Wyatt, No: None) roll call vote to approve Resolution No. 14/15.5 authorizing the layoff and

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reduction of hours of classified employee positions due to lack of work/lack of funds.

**7.4 Information** **FACILITIES DEPARTMENTAL UPDATE NEW STATE REGULATIONS** – Steer (14-15 G & O Component I, II, III, IV, V)

• This item is a Board of Trustees informational update on new state regulations affecting how contractors can be selected, dollar thresholds for prevailing wage work and certified payroll requirements.

Heather Steer gave an update of new state regulations regarding prevailing wage. Contracts will now have to register with DRI (Department of Industrial Relations). This will become effective July 1<sup>st</sup> 2015. This is information only.

**7.5 Action** **APPROVAL OF MEMORANDUM OF UNDERSTANDING SUPPLEMENT TO JOINT USE AGREEMENT WITH CITY OF LINCOLN FOR PUBLIC ADMINISTRATIVE BUILDING** – Steer (14-15 G & O Component I, II, III, IV, V)

• In February 2006, the District entered into a Joint Use Agreement with the City of Lincoln for the construction and use of the Administrative Building (City Hall/School District Building). The attached supplemental Memorandum of Understanding (MOU) is related to improvements to the server room located on the 4<sup>th</sup> Floor of the Building and encompassed in the space occupied by the District.

Heather Steer reported on the MOU with the City. She shared the situation of the computer server room located on the fourth floor. The reason for the new HVAC component will be to adequately cool the computer infrastructure, along with installation and ownership in accordance with the original Joint Use Agreement. Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 4-0 (Ayes: Long, Armitage, Haley, Wyatt, No: None) vote to approve the MOU to Joint Use Agreement with the City of Lincoln.

**7.6 Action** **APPROVE RESOLUTION NO. 14/15.3 LOCAL RESERVE CAP** – Kilpatrick (14-15 G & O Component I, II, III, IV, V)

• On June 20, 2014, the Gov. Brown signed SB 858 (Committee on Budget and Fiscal Review, Chapter 32, Statutes of 2014, which will require school districts to spend their assigned and unassigned account balances down to no more than two to three times the minimum level of the statutory reserve for economic uncertainties (depending on district size) in the fiscal year following the fiscal year in which the State of California makes a payment of any amount to the Public School System Stabilization Account (referred to as the Prop 98 Reserve).

Audrey Kilpatrick presented Resolution No 14/15.3 for the Reserve CAP. Motion by Mr. Haley, seconded by Mr. Armitage, and passed by a 4-0 (Ayes: Haley, Long, Armitage, Wyatt, No: None) roll call vote to approve Resolution No. 14/15.3 Local Reserve CAP.

**7.7 Action** **APPROVE RESOLUTION RESOLUTION NO. 14/15.3 LOCAL RESERVE CAP** – Kilpatrick (14-15 G & O Component I, II, III, IV, V)

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- The Resolution 14/15.4, with board approval, authorizes the listed employees to act as agents for the District in matters relating to the conduct of business. Their signatures will be required on various documents, contract, purchase orders, Federal and State Grants, accounts payable, payroll, and revolving fund warrants only those named in this resolution will be authorized signatories for the Western Placer Unified School District and that listed employees are approved as authorized signatories for the Western Placer Unified School District.

*Roll call vote:*

This item will be brought back to the next board meeting

**8. BOARD OF TRUSTEES**

**8.1 FUTURE AGENDA ITEMS**

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

- Twelve Bridges High School
- Lincoln Crossing Elementary South/Facilities Update

**8.2 BOARD MEMBER REPORTS/COMMENTS**

**Mr. Haley** shared it is good to be back

**Mr. Long** had no comment

**Mr. Armitage** shared he is looking forward to another school year

**Mrs. Wyatt** shared Barrett will be speaking at Rotary on August 14<sup>th</sup> regarding the new Grant.

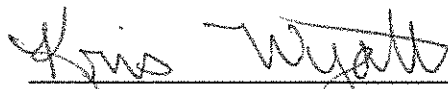
**9. ESTABLISHMENT OF NEXT MEETING(S)**

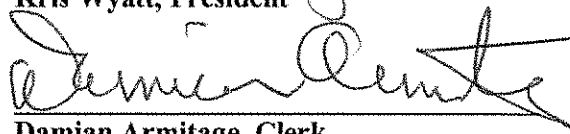
The President will establish the following meeting(s):

- August 19, 2014 7:00 P.M., Regular Meeting of the Board of Trustee – Lincoln High School

**10. ADJOURNMENT**

There being no further business the meeting was adjourned at 8:18 p.m.

  
Kris Wyatt, President

  
Damian Armitage, Clerk

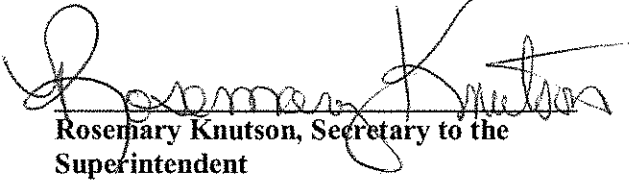
  
Scott Leaman, Superintendent



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Rosemary Knutson, Secretary to the  
Superintendent

**Adopted:** September 2, 2014

**Ayes:** Haley, Long, Armitage, Carras, Wyatt

**Noes:**

**Absent:**

**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