WESTERN PLACER
UNIFIED SCHOOL DISTRICT

WPUSD Board Meetings Held Via Go To Meeting While Shelter in Placer Order is in Effect

Public Comments Accepted by Email and Telephone

During this time of local health concerns, the Western Placer Unified School District is following the State of California Executive Orders N-29-20 and N-33-20, which provide for holding public meetings electronically. The Western Placer Unified School District will convene Board of Trustee meetings using telephone technology. Members of the public can participate, while following the Stay at Home requirements currently in place statewide.

When an agenda is published online here, a phone number and meeting code will be included on the agenda so the public can access the meeting live. There are three ways for members of the public to submit comments about items on the agenda:

1. **Email** - Submit a comment via email to the Superintendent's Administrative Assistant, Maria Gonzalez, at mgonzalez@wpusd.org at least two hours before the start of the meeting.
2. **Telephone** - Call the Superintendent's Administrative Assistant at (916) 645-6350 between 9:00 – 12:00 to submit a comment.
3. **Public comments form** – click here

Use the following to join the meeting:

Go To Meeting Participation - Dial in using your phone

United States: +1 (408) 650-3123

Access Code: 899-220-501

Comments submitted by email, telephone or comments form will be placed into the record at the meeting but may or may not be read during the meeting call. We appreciate your patience during these extraordinary times. For questions, please contact Scott Leaman at (916) 645-6350 between 9:00 and 12:00 or email sleaman@wpusd.org.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
600 SIXTH STREET, SUITE 400,
LINCOLN, CALIFORNIA 95648
Phone: 916.645.6350 Fax: 916.645.6356

MEMBERS OF THE GOVERNING BOARD

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

DISTRICT ADMINISTRATION

Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Audrey Kilpatrick, Assistant Superintendent of Business & Operations

	STUDENT ENROLLMENT		
School	**2019-2020 CALPADS**	**5/21/2020**	**6/1/2020**
Sheridan Elementary (K-5)	64	59	59
First Street Elementary (K-5)	447	462	462
Carlin C. Coppin Elementary (K-5)	441	456	454
Creekside Oaks Elementary (K-5)	609	612	612
Twelve Bridges Elementary (K-5)	652	663	663
Foskett Ranch Elementary (K-5)	412	412	409
Lincoln Crossing Elementary (K-5)	698	698	698
Glen Edwards Middle School (6-8)	869	880	880
Twelve Bridges Middle School (6-8)	830	830	830
Lincoln High School (9-12)	2,071	2,018	2,018
Phoenix High School (10-12)	84	85	80
Atlas (K-12) (new 2019-2020)	40	34	34
SDC Program (18-22)	11	14	14
Non-Public Schools	31	33	32
TOTAL	**7259**	**7,256**	**7,245**

Italicized numbers updated 5/21/2020 (previous report included special education students counted twice in error)

SDC Pre-School	
Foskett Ranch	21
First Street/LIP	94

GLOBAL DISTRICT GOALS

~Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
~Foster a safe, caring environment where individual differences are valued and respected.
~Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
~Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.
~Promote student health and nutrition in order to enhance readiness for learning.

Western Placer Unified School District

Regular Meeting of the Board of Trustees

August 4, 2020

WPUSD District Office/City Hall Building–Go To Meeting
600 Sixth Street, Lincoln, CA 95648

AGENDA

2019-2020 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.

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.

1. **ANNOUNCEMENT:** EXECUTIVE ORDER N-29-30 TELECONFERENCE FLEXIBILITY
   This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. This meeting will be a telephone conference call only. The public may listen/participate via instruction listed prior to section 4 of the agenda.

2. **ANNOUNCEMENT:** Should this Board Meeting encounter any security breech or inappropriate issues, the meeting will be ended immediately.

5:00 P.M.

3. **CLOSED SESSION** – WPUSD District Office – Go To Meeting Conference call with Board Members not on site.

   3.1 CONFERENCE WITH LABOR NEGOTIATOR
   Bargaining groups: WPTA & CSEA Negotiations
   Agency Negotiators:
   ~Scott Leaman, Superintendent
   ~Kerry Callahan, Deputy Superintendent of Educational Services
   ~Gabe Simon, Assistant Superintendent of Personnel Services
   ~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

   3.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
   CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

   3.3 STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918
   a. Student Discipline – Stipulated Expulsion Student #19-20-F

   3.4 PERSONNEL
   Public Employee Employment/Discipline/Dismissal/Release –

Open Session

Please join the meeting: Dial in using your phone United States +1(408) 650-3123 using **Access Code:** 899-220-501

Submit comments: Email - Superintendent's Administrative Assistant, Maria Gonzalez at mgonzalez@wpusd.org or Telephone – Call Superintendent's Administrative Assistant at (916) 645-6350 between 9:00 a.m. – 12:00 p.m.
(If you will be speaking please make sure your audio is turned all the way down on any devices to avoid feedback issues)

6:00 P.M.

4. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE –

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

4.1 ***Page 10*- CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
~Scott Leaman, Superintendent
~Kerry Callahan, Deputy Superintendent of Educational Services
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

4.2 ***Page 11* - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

4.3 ***Page 12*-STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
a. Student Discipline – Stipulated Expulsion Student #19-20-F

4.4 ***Page 13* - PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release -

5. ***Page 15-164* - 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 Certificated Personnel Report
5.2 Classified Personnel Report
5.3 Approval of Minutes for: June 2 & 25, 2020
5.4 Approval of Warrants
5.5 Ratification of Contract with Advanced IPM and Western Placer Unified School District
5.6 Ratification of Contract with Teacher Synergy LLC- Lincoln High School
5.7 Approve Proposal for Advantage Services between Siemens Industry and WPUSD

5.8 Ratification of Contract with Teacher Synergy LLC – Lincoln High School
5.9 Approve Proposal for Advantage Services Between Siemens Industry and WPUSD
5.10 Approve Agreement for Hankin Specialty Elevators, Inc. and WPUSD
5.11 Ratification of Contract with County of Placer and Western Placer Unified School District
5.12 Ratification of Memorandum of Understanding between Informed K12/Emics, Inc. and Western Placer Unified School District
5.13 Ratification of Memorandums of Understanding between Placer County Office of Education and Western Placer Unified School District
5.14 Ratification of Contract with PCOE for the Strong Workforce Grant
5.15 Approval of 2020-2021 Contract with Turnitin LLC
5.16 Ratification of the 2020-2021 Contract with ParentSquare
5.17 Ratification of 2020-2021 contract with Sierra College for dual Enrollment – IT90
5.18 Ratification of 2020-21 contract with Sierra College for dual enrollment – AGRI 196, ENGL 1A, ENGL S, and IT 100
5.19 Ratification of the 2020-2021 Contract with YMCA of Silicon Valley Project Cornerstone
5.20 Student Discipline – Stipulated Expulsion Student #19-20-F
Roll call vote:

Submit comments: Email - Superintendent's Administrative Assistant, Maria Gonzalez at mgonzalez@wpusd.org or call (916) 645-6350 between 9:00 a.m. – 12:00 p.m.
(If you will be speaking please make sure your audio is turned all the way down on any devices to avoid feedback issues)

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. 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 are located at the entrance to the Meeting Room. Request forms are to be Submitted to the Board Clerk prior to the start of the meeting.

7. REPORTS & COMMUNICATION

- Lincoln High School Student Advisory – Mattie Ridgway
- Western Placer Teacher's Association – Tim Allen
- Western Placer Classified Employee Association – Gus Nevarez
- Superintendent – Scott Leaman

8. ♦ACTION ♦DISCUSSION ♦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 Board Room. Request forms are to be submitted to the Board Clerk before each item is discussed.

8.1 Discussion *Page 166* – **2020-2021 START OF SCHOOL & EDUCATIONAL PROGRAM OPTIONS DURING COVID-19 MITIGATION – Leaman/Callahan** *(20-21 G & O Component I, II, III, IV, V)*

8.2 Action *Page 170* – **APPROVAL OF RESOLUTION #20/21.1 – ANNUAL ADJUSTMENT OF COMMUNITY FACILITIES DISTRICT MELLO-ROOS RATES FOR CFD #1 AND CFD #2– Adell** *(20-21 G & O Component I, II, III, IV, V)*
Roll call vote:

8.3 Information *Page 173* – **2020-21 DISTRICT BUDGET UPDATE – STATE BUDGET APPROVAL– Kilpatrick** *(20-21 G & O Component I, II, III, IV, V)*

8.4 Discussion/ Action *Page 192* – **ADOPT DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS– Simon** *(20-21 G & O Component I, II, III, IV, V)*

8.5 Discussion/ Action *Page 196* – **CONTRACT EXTENSIONS FOR DIRECTOR OF TECHNOLOGY AND DIRECTOR OF MAINTENANCE AND OPERATIONS– Simon** *(20-21 G & O Component I, II, III, IV, V)*

9. 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.

- School Safety

9.2 BOARD MEMBER REPORTS/COMMENTS

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➢**August 18, 2020** 6:00 P.M., Regular Meeting of the Board of Trustees – Go-To -Meeting

11. ADJOURNMENT

Accommodating Those Individuals with Special Needs:
In compliance with the Americans with Disabilities Act, the Western Placer Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the Office of the Superintendent, at (916) 645-6350 at least 48 hours in advance of the meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

Posted: 073120
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DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

Western Placer Unified School District
CLOSED SESSION AGENDA

Place: **District Office/City Hall Bldg. – Go To Meeting**
Date: **Tuesday, August 4, 2020**
Time: **5:00 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 EMPLOYMENT/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
    * DISCLOSURE OF CONFIDENTIAL STUDENT RECORD INFORMATION

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 EMPLOYMENT/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**
      a. 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
   F **DISCLOSURE OF CONFIDENTIAL STUDENT RECORD INFORMATION**
      a. Prevent the disclosure of confidential student information.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Bargaining Groups:
WPTA & CSEA Negotiations
Agency Negotiators:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Audrey Kilpatrick, Assistant Superintendent Business and Operations

AGENDA ITEM AREA:
Disclosure of action taken in closed session

REQUESTED BY:
Scott Leaman
Superintendent

ENCLOSURES:
No

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:
Labor Negotiator will give the Board of Trustees an update on Western Placer Teachers Association & Classified Schools Employee Association Bargaining Groups.

ADMINISTRATION RECOMMENDATION:
Administration recommends the board of trustees be updated on negotiations.

wp/rk/factform

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
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SUBJECT:
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

AGENDA ITEM AREA:
Disclosure of Action Taken in Closed Session

REQUESTED BY:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of Educational Services

ENCLOSURES:
No

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regard to Case: Mark Babbin and CAL200, S.F. County Superior Court (Case No. CPF-15-514477.

RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regard to Existing Litigation.

wp/rk/factform

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
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5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Student Discipline
Stipulated Expulsion Student:
Student #19-20-F

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Chuck Whitecotton
District Hearing Officer

ENCLOSURES:
Yes

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will discuss, and disclose any action under consent regarding the Stipulated Expulsion of Student #19-20-F.

RECOMMENDATION:

The Administration recommends the Board of Trustees disclose any action taken on the Stipulated Expulsion of Student #19-20-F.

wp/rk/factform

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
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5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/ DISMISSAL/RELEASE

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Gabe Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:
No

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
Yes

BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regards to Public Employee Employment/Discipline/Dismissal/Release.

RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regards to Public Employment/Discipline/Dismissal/Release.

wp/rk/factform

CONSENT AGENDA ITEMS

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
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SUBJECT:
Certificated Personnel Report

AGENDA ITEM AREA:
Consent

REQUESTED BY: GS
Gabriel Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:
Yes

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund/Categorical

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the certificated personnel report.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT

August 4, 2020

CERTIFICATED/MANAGEMENT

NEW HIRES:

1. Name: Yessenia Angel
   Position: Spanish Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Lincoln High School

2. Name: Laura Bussone
   Position: Elementary RSP Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Foskett Ranch Elementary School

3. Name: Melanie Debar
   Position: Elementary SDC Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Creekside Oaks Elementary School

4. Name: Austin Foster
   Position: Elementary RSP Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Lincoln Crossing Elementary School

5. Name: Gabrielle Franke
   Position: Agriculture Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Lincoln High School

6. Name: Christine Hodge
   Position: Temporary Science Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Lincoln High School

7. Name: Erin Hood
   Position: Temporary 1st Grade Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Carlin C Coppin Elementary School

8. Name: Abigail Lund
   Position: Social Science Teacher
   FTE: .87 FTE
   Effective: August 14, 2020
   Site: Lincoln High School

9. Name: Samantha Moss
   Position: English Teacher
   FTE: 1.0 FTE
   Effective: August 14, 2020
   Site: Lincoln High School

WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT

August 4, 2020

CERTIFICATED/MANAGEMENT- CONTINUED

NEW HIRES CONTINUED:

10. Name: Wendy Ross
    Position: RSP Teacher
    FTE: 1.0 FTE
    Effective: August 14, 2020
    Site: Creekside Oaks Elementary School

11. Name: Kurtis Smith
    Position: English Teacher
    FTE: .83 FTE
    Effective: August 14, 2020
    Site: Glen Edwards Middle School

12. Name: Travis Snyder
    Position: RSP Teacher
    FTE: 1.0 FTE
    Effective: August 14, 2020
    Site: Twelve Bridges Middle School

13. Name: Anastasia White
    Position: Social Science Teacher
    FTE: .83 FTE
    Effective: August 14, 2020
    Site: Glen Edwards Middle School

REQUEST FOR LEAVE OF ABSENCE:

1. Name: Shannon Cooper
   Position: Elementary SDC Teacher
   FTE: 1.0 FTE
   Effective: August 17, 2020
   Site: Creekside Oaks Elementary School

2. Name: Lillian Onaka
   Position: District Psychologist
   FTE: .6 FTE
   Effective: June 29, 2020
   Site: Creekside Oaks Elementary School

RESIGNATIONS: None

RETIREMENTS: None

TRANSFERS/PROMOTIONS: None

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
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SUBJECT:
Classified Personnel Report

AGENDA ITEM AREA:
Consent Agenda

REQUESTED BY: GS
Gabriel Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:
Yes

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund/Categorical

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the classified personnel report.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT

August 4, 2020

CLASSIFIED/MANAGEMENT

NEW HIRES: None

REHIRE: None

TRANSFER/PROMOTIONS:

1. Name: Daniel Barker
   Position: Maintenance/Custodian
   FTE: 8.0 hours
   Days: 12 Months
   Effective: July 1, 2020
   Site: Creekside Oaks Elementary School

2. Name: Daniel Pineschi
   Position: Grounds/Maintenance
   FTE: 8.0 hours
   Days: 12 Months
   Effective: July 27, 2020
   Site: District Office

REQUEST FOR LEAVE OF ABSENCE (Maternity Leave):

1. Name: Olivia Herring
   Position: Special Education Clerk
   FTE: 7.0 hours
   Effective: August 06, 2020
   Site: District Office

RESIGNATIONS:

1. Name: Samantha Dispensa
   Position: Grant Funded Instructional Aide
   Effective: June 5, 2020
   Site: Creekside Oaks Elementary School

2. Name: Helena Bettini
   Position: Parent/School/Community/Liaison
   Effective: July 15, 2020
   Site: District Office

RETIREMENTS: None

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Approval of Minutes:

- June 2 & 25, 2020 Regular Board of Trustee Meeting

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Scott Leaman,
Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will consider adoption of the following minutes:

- June 2 & 25, 2020 Regular Board of Trustee Meeting

RECOMMENDATION:

Administration recommends the Board of Trustees take action to approve minutes.

wp/rk/factform

Western Placer Unified School District

Regular Meeting of the Board of Trustees

June 2, 2020

WPUSD District Office/City Hall Building–Go To Meeting
600 Sixth Street, Lincoln, CA 95648

MINUTES

2019-2020 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.

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 via Teleconference:
Paul Long, President
Brian Haley, Vice President
Paul Carras, Clerk
Damian Armitage, Member
Kris Wyatt, Member

Others Present via Teleconference:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of Educational Services
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Gabe Simon, Assistant Superintendent of Personnel Services
Maria Gonzalez, Administrative Assistant to the Superintendent
Matthew Nobert, Lincoln News Messenger

1. **ANNOUNCEMENT:** EXECUTIVE ORDER N-29-30 TELECONFERENCE FLEXIBILITY

   1.1 This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. This meeting will be a telephone conference call only. The public may listen/participate via instruction listed prior to section 4 of the agenda (**4. Adjourn to Open Session/Pledge of Allegiance**)

2. **ANNOUNCEMENT:** Should this Board Meeting encounter any security breech or inappropriate issues, the meeting will be ended immediately.

5:00 P.M.

3. **CLOSED SESSION** – WPUSD District Office – Go To Meeting Conference call with Board Members not on site.

   3.1 CONFERENCE WITH LABOR NEGOTIATOR
   Bargaining groups: WPTA & CSEA Negotiations
   Agency Negotiators:
   ~Scott Leaman, Superintendent
   ~Kerry Callahan, Deputy Superintendent of Educational Services

~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

3.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

3.3 PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release

Mr. Leaman explained the process of the meeting. During the item's, The President will introduce the items that are being presented. We will have the person presenting the item speak on the item, and then Mr. Long will ask if there are any questions. We will then close down the time for discussion. When board is discussing item please do not interrupt the Board discussing the item.

6:00 P.M.

4. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE –
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

4.1 *Page 10* - CONFERENCE WITH LABOR NEGOTIATOR
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
~Scott Leaman, Superintendent
~Kerry Callahan, Deputy Superintendent of Educational Services
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action taken

4.2 *Page 11* - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

No action taken

4.3 *Page 12* - PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release -

No action taken

5. *Page 14-17* - SPECIAL ORDER OF BUSINESS

a. District will Honor:
- *Retirees*
- *Employees of the Year*
- *Teachers of the Year*

Mr. Leaman stated that it is the time of year when we honor our retirees, our employee and our teachers of the year. Normally we have a large meeting and we give out plaques and tell stories. We are in a situation now where we have to do this all virtually. We have a number of people retiring, we do want to recognize them, and we are going to give them an opportunity to speak. Mr. Leaman welcomed everybody, began reading off the names of our retirees, and allowed those in attendance to speak. **Isabelle Keeling** stated she had a wonderful 33 years in the district and worked at several schools. She raised her family in this district and still has family in the district. **Cheryl Morris** stated she is amazed at how fast Lincoln has grown. When she started teaching at Glenn Edwards, kids were in 4-H and would bring their animals in to school. The town of Lincoln was much smaller then. She thanked the District. **Barbara Muskat** stated it has been a pleasure to work in this District for over 21 years. She wanted to thank the district for being a kind, considerate and caring district. She started at Glen Edwards and then moved to First Street School as a kindergarten teacher, then to Twelve Bridges Middle School. It has been a great career at Western Placer. **Diane Sauer** stated that she worked at most of the elementary schools in the district as a special education teacher. Thank you and it has been a privilege and an honor to work in the District. **Mike Trueblood** has been in the district for 35 years. Stated he would like to thank the district office and the school board for all the support over the years and all the support with the school farm. He appreciates the willingness of the district to have the farm as part of the school program. Mike stated that his kids all went through the district and it has really been a pleasure to work for the district. Scott stated that it has really been a true joy working with Mike. Mr. Leaman stated our farm if unique and the people and the teachers are who really make the farm. Mr. Leaman stated that Mike was key to getting the addition 535 acres for the farm. Mike stated he would like to still be involved and be back on the farm occasionally.

Mr. Leaman explained the process of the employee of the year nominations and explained that their peers elect them. Marcie Petersen, who was elected as employee of the year for Office and Technical staff was available during the virtual meeting and stated that she if proud to have received the award in her category. Mr. Leaman announced that the overall classified employee of the year is Maria Aguilar.

Mr. Leaman read off names of teachers who were selected as Teachers Who Make a Difference. Each school gets to choose 2 -3 teachers who get this special award. The teachers are: Tiffany McGuire, Carlin C Coppin, Dianna Karr, Creekside Oaks Elementary, Noemi Vargas, First Street School, Barbara Springborn Foskett Ranch Elementary, Albert Medina, Glen Edwards Middle School, Cecilia Bombard, Lincoln Crossing Elementary, Felicitas Gonzalez, Michael Trueblood, Lincoln High School, Mikaela Zimmerman- Phoenix High School, Brenda James – Sheridan Elementary, Shuavaun Davies – Twelve Bridges Elementary, Joe Bagley-Twelve Bridges Middle School. Mr. Leaman stated that normally we have a banquet for the teachers but that was not able to happen this year so he wanted to acknowledge the staff.

Mr. Leaman stated that much like the classified staff, teachers identified who received these awards. Teacher of the Year for K-8 is Wendy Hamasaki and Teacher of the Year for High School grade level is Donna Tofft. Donna was on the virtual call and stated that the 40 Years seems likes 4 years. Donna stated that it has been a pleasure, and that she started when it was about 600 kids a Lincoln high school and she has watched it grow throughout the years.

Mr. Leaman stated that part of our Consent Agenda tonight includes the hiring of two new principals for two of our elementary schools. Mr. Leaman wanted to give each new hire an opportunity to speak. Mr. Leaman introduced Meghan Dickson and stated she comes to us from Twin Rivers Unified School District. Megan wanted to say thank you for the opportunity to be here tonight and has heard amazing things about Western Placer and is so excited to be joining the team at Creekside Oaks. Mr. Leaman stated that Gina Pasquini is going to be at Foskett Ranch. Gina comes to us from Twin River and is currently a principal there. Gina wanted to say that it is so wonderful to hear from all of the retirees and how much they appreciate what Western Placer has done for them. She is very excited for this opportunity and clearly there is an amazing team at Western Placer. She has been contacted by other principals from Western Placer and is excited to work with them.

6. ***Page 19-113*** **- CONSENT AGENDA**

6.1 Certificated Personnel Report
6.2 Approval of New Hire for 2020/2021 School Year: Elementary Principal at Creekside Oaks Elementary
6.3 Approval of New Hire for 2020/20201 School Year Elementary Principal at Foskett Ranch Elementary
6.4 Classified Personnel Report
6.5 Approval of Minutes for: May 5 & 19, 2020
6.6 Approval of Warrants
6.7 Ratification of Contract with Project Lead the Way Inc. and Scott M. Leaman Elementary
6.8 Report of Disclosure Requirements for Quarterly Reports of Investments
6.9 Disposal of Surplus Items

Motion by Mr. Armitage, seconded by Mrs. Wyatt and passed by a 5-0 ***(Ayes:*** *Haley, Wyatt, Armitage, Carras, Long* ***No:*** *None)* roll call vote to approve consent agenda as presented.

7. COMMUNICATION FROM THE PUBLIC

No communication from the public

8. REPORTS & COMMUNICATION

➢Lincoln High School Student Advisory – Mattie Ridgway was not present

➢Western Placer Teacher's Association – Tim Allen stated he sat through the interviews a few weeks ago and was very impressed with Gina and Meghan and they are going to bring great leadership to the District. He spoke about working with Donna Tofft (teacher

employee of the year) and how great it has been to work with her. Time stated he is going to miss those that are retiring. Tim also spoke about Mike Trueblood and working with him at Lincoln High School. We have many changes coming up next year and we are working with the Educational Services team. He thanked Kerry Callahan for bringing in teachers and other education professionals who ensure that we are doing the best for our students. Tim touched on some of what is affecting our country right now and stated that as teachers, they see their role as serving and protecting their communities. He is happy that the board, staff and all that contribute to creating young adults. He feels it is important that students learn the value of equality. He also thanked Kerry Callahan for introducing the Youth Development Network Program to our district. Our students are being taught to uphold the values in our country that are important. Time feels that we are doing all of those things correctly in our District

➢Western Placer Classified Employee Association – Gus Nevarez was not present

➢Superintendent – Scott Leaman

- Last week of school. We would typically be doing so many things during this time that we are not doing this year.
- Mr. Maul is going to turn the lights on in the stadium on June 5, 2020. He will read all the graduates names over the loud speakers so the entire community hears the names of the people who are graduating
- Virtual Graduation is on June 12, 2020 and we are looking forward to that
- We are currently working on the budget throughout the month and will report on June 25, 2020 our adopted budget
- We will continue to serve school lunches during the summer
- We are in the process of reopening our District Office. We are implementing a process and we will take it week by week and open slowly
- Congratulate all retirees and our teacher and classified of the year. They provide great services to our district and they are the heart of our district and what we do
- It is truly a challenging time for us all due to the issues we are facing
- The June meeting will be on a Thursday which is a different day than normal and it will be our last meeting of the year

9. ♦ACTION ♦DISCUSSION ♦INFORMATION

9.1 Action ***Page 115*** **– APPROVAL OF RESOLUTION #19/20.31 AUTHORIZING THE ISSUANCE AND SALE OF BOND ANTICIPATION NOTES AND RELATED DOCUMENTS AND ACTIONS FOR COMMUNITY FACILITIES DISTRICT NO. 1– Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick stated that the next two resolutions are part of the second phase of our bridge financing for the multiple projects that we are in the process of completing. Audrey stated we should receive the funds by the end of June Audrey introduced Cathy Dominico to explain in detail the two resolutions. Cathy Dominico stated that the bridge financing is for the Twelve Bridges High School, Leaman Elementary, Lincoln High Modernization and Glen Edwards Middle Modernization. A lot of the detail was explained at the April 21 Board meeting. She wanted to give some highlights. Kathy stated that we are using the districts existing CFD's as a

tool to complete the Bridge Financing. The District submitted funding applications to the State for the various construction projects. Some of those applications where approved previously under Prop. 51-State School Bonds program (22 million). The remainder of the applications are for a future State School Bond measure and that amount totals 61.7 million. In December, The District issued the first Bridge Financing. This is the second Bridge Financing for future State Bonds. We have to issue it under two documents. It is not an obligation of the District's General Fund, it is an obligation of the CFD funds. The interest rate we are receiving is 2.75 percent. The documents the board is considering on both of the resolutions includes a "not to exceed amount" but we will not use that amount. This is just a cushion, in total we are looking at 51.5 million of proceeds for both of the CFD's. The municipal bond market is currently low interest rates due to the Covid situation. Motion by Mr. Haley, seconded by Mr. Armitage and passed by a 5-0 *(**Ayes:** Wyatt, Armitage, Carras, Haley, Long **No:** None)* roll call vote to approve Resolution No 19/20.31 authorizing the issuance and sale of bond anticipation notes and related documents and actions for community facilities district no. 1.

9.2 Action ***Page 283*** **– APPROVAL OF RESOLUTION #19/20.32 AUTHORIZING THE ISSUANCE AND SALE OF BOND ANTICIPATION NOTES AND RELATED DOCUMENTS AND ACTIONS FOR COMMUNITY FACILITIES DISTRICT NO. 2** **Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey stated that this resolution is an extension of the previous resolution the Cathy Dominico summarized previously. Motion by Mr. Armitage, seconded by Mr. Carras and passed by a 5-0 *(**Ayes:** Armitage, Carras, Haley, Wyatt, Long **No:** None)* roll call vote to approve Resolution No 19/20.320 authorizing the issuance and sale of bond anticipation notes and related documents and actions for community facilities district no. 2.

9.3 Discussion/ Action ***Page 449*** **– APPROVAL OF RESOLUTION NO. 19/20.33 AUTHORIZING THE ELIMINATION AND/OR REDUCTION OF CERTAIN CLASSIFIED EMPLOYEE POSITIONS DUE TO LACK OF WORK/LACK OF FUNDS** **Simon** *(19-20 G & O Component I, II, III, IV, V)*

Gabe Simon stated that we currently have a Behavior Analyst position and we had hoped to add a second position for next year. With the uncertainty of the budget, we feel we cannot fund this position at this time. The staff member who was going to take this position will return/remain in her current position. Motion by Mrs. Wyatt, seconded by Mr. Haley and passed by a 5-0 *(**Ayes:** Carras, Haley, Wyatt, Armitage, Long **No:** None)* roll call vote to approve Resolution No 19/20.33 authorizing the elimination and/or reduction of certain classified employee positions due to lack of work/lack of funds.

10. BOARD OF TRUSTEES

10.1 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.

- School Safety

10.2 BOARD MEMBER REPORTS/COMMENTS

Brian Haley wanted to wish everyone a happy and productive summer. It will be very busy and we have the right people in place and looking forward to the challenges.

Damian Armitage we are going to need to do what we can to have the least amount of impact in the classroom and staff. We are going to have some tough times ahead of us and looks forward to those decisions. He received a meeting request from CSBA affiliated and forwarded it to Mr. Long, Board President

Kris Wyatt welcomed Gina and Meghan. She also congratulated all the retirees and stated that one of her most memorable memories with Mike Trueblood was when Dave Butler, Mike and Pat McCartney and Kris went to Oklahoma to check out their programs. It was quite an adventure.

Paul Carras also received a notification from CSBA about the rescheduled meeting that involves the Board President. He encouraged Paul Long to attend and to report to the board.

Paul Long stated that he feels bad for the retirees, the classified employees and teachers because we normally have cake and hand shaking. Congratulations to our teachers of the year and our classified employees of the year and welcome Gina and Meghan.

Mr. Leaman advised Mr. Long that due to the format of the board meetings we have in place, we received an email from an individual asking when she would be able to speak for 3 minutes. She stated that she was not able to locate it on our current format. Mr. Leaman advised Mr. Long that it was up to him, as Board President if she would be able to speak at this time. Mr. Long advised that she could speak for 3 minutes. Mr. Leaman did advise the caller that we have public comment at every meeting and it is at the beginning of the meeting.

Victoria Garmy stated that she would be very brief and appreciated the exception made. She wanted to compliment the board on how this board is run and stated that it is very refreshing. Victoria stated that she is a parent at Horizon Charter School and they are going through some troubling times. While there are lots of stories going on and stuff being said, she has participated in every board meeting for about the last 6-7 months and what they have is open acrimony between board members, mistrust, innuendos, accusations and interruptions. Unfortunately, this problem with our government is so strained throughout our organization where we have more mistrust and more innuendos. So what I ask is that you, as the Board that monitors and oversees our beloved school of which my son has been going to since he was 11 years old and I certainly hope to see him graduate from it. Keep in mind that it is very important that the behaviors of the Board are modeled throughout the organization. If the board is not behaving correctly, they might need some coaching on proper behavior. We have also seen were this open acrimony is attracting weird

emails, at their zoom meetings someone showed up called charter corruption, and she has a parent that is freaking her out. She has had some unusual emails sent to her. She feels they are attracting troublemakers because everyone loves this kind of conflict. Also three out of the four board members have absolutely no experience in effective management or serving on the board or serving in any capabilities that are brought to the table. Help us out. Would like you to focus on getting our governance in shape. She finds the meetings very disappointing and fears that open wounds are attracting the wrong element to her beloved charter school.

11. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **June 25, 2020** 6:00 P.M., Regular Meeting of the Board of Trustees – Go-To - Meeting

12. ADJOURNMENT

There being no further business the meeting was adjourned at 7:00

Paul Long, President

Paul Carras, Clerk

Scott Leaman, Superintendent

Maria Gonzalez, Administrative Assistant to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

Accommodating Those Individuals with Special Needs:
In compliance with the Americans with Disabilities Act, the Western Placer Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the Office of the Superintendent, at (916) 645-6350 at least 48 hours in advance of the meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

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Western Placer Unified School District

Regular Meeting of the Board of Trustees

June 25, 2020

WPUSD District Office/City Hall Building–Go To Meeting
600 Sixth Street, Lincoln, CA 95648

MINUTES

2019-2020 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.

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Board Members Present via Teleconference:
Paul Long, President
Brian Haley, Vice President
Paul Carras, Clerk
Damian Armitage, Member
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Others Present via Teleconference:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent of Educational Services
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Gabe Simon, Assistant Superintendent of Personnel Services
Maria Gonzalez, Administrative Assistant to the Superintendent
Matthew Nobert, Lincoln News Messenger

1. **ANNOUNCEMENT:** EXECUTIVE ORDER N-29-30 TELECONFERENCE FLEXIBILITY

   1.1 This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. This meeting will be a telephone conference call only. The public may listen/participate via instruction listed prior to section 4 of the agenda (**4. Adjourn to Open Session/Pledge of Allegiance**)

2. **ANNOUNCEMENT:** Should this Board Meeting encounter any security breech or inappropriate issues, the meeting will be ended immediately.

5:00 P.M.

3. **CLOSED SESSION** – WPUSD District Office – Go To Meeting Conference call with Board Members not on site.

   3.1 CONFERENCE WITH LABOR NEGOTIATOR
   Bargaining groups: WPTA & CSEA Negotiations
   Agency Negotiators:
   ~Scott Leaman, Superintendent

~Kerry Callahan, Deputy Superintendent of Educational Services
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

3.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

3.3 PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release –
a. Employee Employment/Discipline/Dismissal/Release Employee #CL19/20.4
Roll call vote:

Mr. Leaman explained the process of the meeting. The President will introduce the items that are being presented. We will have the person presenting the item speak on the item, and then Mr. Long will ask if there are any questions. We will take comments during the comments portion. We will then close down the time for discussion. When board is discussing item please do not interrupt the Board discussing the item.

6:00 P.M.

4. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE –
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

4.1 *Page 11*- CONFERENCE WITH LABOR NEGOTIATOR
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
~Scott Leaman, Superintendent
~Kerry Callahan, Deputy Superintendent of Educational Services
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action taken

4.2 *Page 12* - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

No action taken

4.3 *Page 13* - PERSONNEL
Public Employee Employment/Discipline/Dismissal/Release -
a. Employee Employment/Discipline/Dismissal/Release Employee #CL19/20.4

Mr. Carras reported in closed session the board took action to approve the release of one classified probationary employee #CL19/19.4 from her probationary position. It was a unanimous vote.

5. ***Page 15-149*** **- CONSENT AGENDA**

5.1 Certificated Personnel Report
5.2 Classified Personnel Report
5.3 Approval of Warrants
5.4 Ratification of Contract with Advanced IPM and Western Placer Unified School District
5.5 Ratification of Contract with TNT Fireworks and Lincoln High School
5.6 Ratification of Contract with Phantom Fireworks and Western Placer Unified School District – Lincoln High School
5.7 Ratification of Contract with Placer County Office of Education and Western Placer Unified School District
5.8 Ratification of Contract with PG&E and Western Placer Unified School District – Sheridan Elementary School
5.9 Approve Contract Between Renaissance Learning and WPUSD/Foskett Ranch Elementary School
5.10 Approve Resolution #19/20.34 – Designation of Applicants Agent Resolution for Non-State Agencies
5.11 Fun Run (APEX) for Carlin C Coppin Elementary
5.12 Approval of 2020-2021 Contract with Document Tracking Services
5.13 Approval of 2020-2021 Contract with Wellness Together, Inc.
5.14 Approval of 2020-2021 Contract with Cyber High
5.15 Ratification of Revised Memorandum of Understanding between the Western Placer Teachers' Association and Western Placer Unified School District
5.16 Ratification of Memorandum of Understanding between Davis Joint Unified School District and Western Placer Unified School District
5.17 Ratification of Acknowledgement between Kingsley Bogard LLC and the Western Placer Unified School
5.18 Ratification of Memorandum of Understanding between Placer County Office of Education and Western Placer Unified School District
5.19 Ratification of Agreement with Cabrillo Unified School District and Western Placer Unified School District – Food Services
5.20 Ratification of Proposal for Installation and Configuration of Access Control System at Scott Leaman Elementary School from Ojo Technology
5.21 Donation Acknowledgement Letter for Rotary Club of Lincoln

Motion by Mr. Armitage, seconded by Mr. Haley and passed by a 5-0 *(**Ayes:** Haley, Wyatt, Armitage, Carras, Long **No:** None)* roll call vote to approve consent agenda as presented.

6. PUBLIC HEARING

6.1 ***Page 152*** **- Public Hearing on 2020-21 Western Placer Unified School District Proposed Budget**

Per California Education Code 42127, on or before July 1 of each year, the governing Board of each school district shall hold a public hearing on the budget to be adopted for the subsequent fiscal year. At this hearing, the Board will take testimony from the public.

Audrey Kilpatrick presented the public hearing on the 2020-2021 proposed budget. She reported the public hearing is to provide information about the 2020-21 proposed budget. The Public Hearing was open at 6:06 p.m. for comment. There being no comments, the public hearing was closed.

7. COMMUNICATION FROM THE PUBLIC

There was no communication from the public

8. REPORTS & COMMUNICATION

➢Lincoln High School Student Advisory – Mattie Ridgway stated that she had no report since she is off from school for the summer and wished everyone a nice summer.

➢Western Placer Teacher's Association – Tim Allen stated he did not have too much to report. Will be doing a lot of work this summer engaging with the district on what next year is going to look like. Thanked Gabe Simon for working with Barret Hess, Chief Negotiator as they begin to plan their meeting times. Thanked Scott Leaman who has put together a weekly time for them to get together and talk. Thanked Kerry Callahan and the Ed Services team for working with WPTA. Thanked everyone for continuing to work together during these challenging time. Tim wanted to let the Board know that WPTA recently surveyed their employees. The results were very interesting. About 50-60% of teachers are very concerned about the situation and how things are going to look like because of the guidelines. Some are concerned because they may be in a vulnerable group. Also quite a few are comfortable coming back to what you might call a normal type of setting. Looking at providing different types of programs for our students.

➢Western Placer Classified Employee Association – Jim Houck stated that they are continuing to work with everybody to figure out how things are going to work next year.

➢Superintendent – Scott Leaman

- Update on financing that the Board completed. Mr. Leaman read a statement from Cathy Dominico which stated in part that the District received a lower rate than expected. The lower rate led to a savings of 1.6 million dollars for the District
- Created a group called the COVID information committee in order to disperse information to the individuals that are forming and dealing with our programs as we come into the new year. It will be not only for current issues but also for future issues.
- We are going to establish a timeline of our activities next Thursday. The timeline of activities will list our goals on establishing our program.
- Will present plan/program at the Aug 4, 2020 Board Meeting
- Audrey will review the Budget tonight
- The District is not open to the public, however the public does need to come in to get work permits and pay fees. Mask are now required to come into the office, which is part of our plan that we submitted to Placer County
- This is our last official meeting of the year
- If there is going to be a July meeting we will post it on our website, but currently there is no meeting scheduled in July.

- Mr. Leaman thanked the Board for their leadership and guidance in moving through this process. The Board has been together for ten years. The represents our community.
- Mr. Leaman thanked the District Office and the Management Team. Our staff is fantastic and it is fantastic what our teachers pulled off for our students. Our classified staff was also wonderful in supporting our students.
- Regarding Tim and Jim, it is very refreshing to be able to pick up the phone and have a discussion with our negotiating teams. We are working for the good of our students.
- Mr. Leaman stated that Maria Gonzalez completed her first year as secretary/ office manager and wanted to thank her for being supportive and helpful during this time with all the challenges.

9. ♦ACTION ♦DISCUSSION ♦INFORMATION

9.1 Information/ Discussion / Action ***Page 155*** **– APPOINTMENT OF HORIZON CHARTER SCHOOL BOARD MEMBER– Leaman** *(19-20 G & O Component I, II, III, IV, V)*

Scott Leaman stated that the district has been working with Horizon Charter School since 1993 and is a wonderful program for students. Horizon is a home based education program that was active in the State for homebased programs. Horizon Charter is an autonomous agency with its own Board. From time to time we assist them with a variety of things such as financial oversight, program assistance. One of the things that has come to our attention is that Horizon is functioning in the best way possible. Horizon has had a board with four members for a while. That is always a challenge because when you have a four member Board items do not pass unless you have a majority vote. Mr. Leaman has communicated with the board via letters and has attended a couple of Board meetings. He has let them know that today, we are going to help them by getting another board member, using a portion of the charter law that allows us to place a Board Member on their Board. This Board member is an additional member to their current board. This Board member can be selected by the Superintendent. Mr. Leaman chose the board member in order to be transparent. The person selected is Jim Trimble and Mr. Leaman asked him if would like to speak about his background. Mr. Trimble stated that he has been retired for five years but still working in consulting. He is interested in helping the Horizon program. Mr. Trimble stated he was in education for 41 years. He started when he was 22 years old and spent 25 years in Sac Unified Sac unified, mostly teaching classed and coaching teams. He spent a couple of year as Assistant Principal and went into administration with three years as Principal. He then went from the High School level to the Elementary level. He spent 16 years in Rocklin Unified. Paul Carras, one of our board member is one of his mentors. He was Principal at Rocklin Elementary for 10 years and opened Sunset Ranch Elementary and was there for 6 years. He received Teacher of The Year when he was at Rocklin Elementary in 2006 and 2007. Both elementary school were Distinguished Schools and Sunset Ranch Elementary received the Golden Apple Award. Sunset Ranch

was in the top 5 % of schools and was number 2 in the State for a steam school. He has been consulting in education and feels that this will be a good fit to be able to work with Horizon Superintendent, Board Members and Teachers to be able to continue to move on. Mr. Leaman stated that he appreciates Jim's willingness to assist Horizon and serve on their Board and thinks he will do wonderfully and would like to recommend him to the Board as our selection to serve on the Horizon Charter School Board. Mr. Leaman opened up the discussions to any questions or comments from the Board. Mr. Long stated that he wanted to thank Jim for volunteering to serve on Horizons Board. Mr. Leaman asked for any public comments.

Joe Dutra submitted the following "Public comment for WPUSD board meeting 6/25/20,
Superintendent Leaman and Board of Trustees,
Thanks for giving me the opportunity tonight to speak on this issue. My name is Joe Dutra and I have been on Horizon Charter school's governing board for 3 years. During the first two years on the board I learned a lot in terms of working together with a group of people who did not see eye to eye all the time, asked a lot of questions, and in the end respected the majority voice for the betterment of the school as a whole. This year has been quite different as the school has suffered from a split board. I say suffered because egos, personal agenda's, and a willful disregard of board roles and responsibilities have created at best a dysfunctional board, at worst a board that hurts, not helps our school.
One of many examples of this is our governing board abdicating its responsibility to govern itself and its schools best interests by selecting a 5th board member. Our board had the opportunity to select a community representative from two qualified, interested individuals but chose personal interest and perception to prevent one of two candidates from being onboarded. As a result, you get to do our job for us. Our board has set a dangerous precedent for future board member selections. Where at one time board members were selected based upon qualifications, experiences and interest in the position, now potential board members will be scrutinized for affiliation to stakeholder groups, and personal perception. Whereas in the past, when there was an open seat and an interested individual that met qualifications, it would be filled, as in one current board member's experience this past year. Now I foresee a similar situation in the future having a very different result. Unfortunately, this precedent will result in appearing before YOUR board in the future whenever open board positions are being held up with political strategies and protest votes by our board members.
In conclusion, I thank you for doing the job and making the decision that we were inept to do. This year has been bogged down by acrimony, micromanagement, and personal agendas of its board members to the detriment of Horizon Charter schools. I believe this board has exasperated bad morale throughout our school. Some employees revel in the board circus meetings, other employees fear for their school and job as a result of our dysfunction, and a few from within and without the organization

become more brazen to attack and do harm to Horizon and its leadership, of which some of you have received letters and emails.
I look forward to working with the Community representative that you select tonight. I am ashamed that our board was unable to select one ourselves; however, I trust that the 5th board member you select will add the majority perspective and decision making capability that our school desperately needs. Our board has lacked leadership and now has shown the inability to make decisions that are in the best interest of our school. There are many great leaders within Horizon that are doing fantastic things for our students, as well as employees who are passionate about what they do and how they do it. It has been extremely unfortunate this year that our board has become a detriment to Horizon, as on too many occasions the school and administration have had to wait for direction from its board on sometimes critical and time sensitive issues to no avail. At least you can ensure that we begin 20/21 with a full board and do that which we were unable and unwilling to do for our own school.
Thank you,"

Elaine Palmer stated, I thank you for hearing me and putting me on your agenda I am a governing board member. This is her first year and it has been a lesson. I would like to trust that the person that is being recommended has some board experience or some experience with what they have to deal with the board and is ready to hit the ground running in August. She looks forward to having that fifth member so they can take some action as a board.

Blake is a student at Horizon Charter School. He stated that last week he and his friends decided to speak up against the board that is running Horizon Charter School. All of them including his parents were worried about speaking out so they asked they not have to give their last names. It might surprise you that students are listening to board meetings. The meetings are stupid and sad but when they start fighting they are actually entertaining. Later on that evening a Horizon Board member stated that she didn't think they were even real students. That's when they knew they made the right decision to not give their full names. That board member proved to them that if they did not agree with her she will just call them fake and make their truth totally disregarded by everyone who was in the meeting. He repeated the statement "The board member proved to us that our opinions and truth were disregarded by everyone in the meeting" . Blake thanked us for choosing to elect a fifth board member so his school could continue on.

Mr. Haley stated that he thinks we have a great person and it is what Horizon needs. Motion by Mr. Haley, seconded by Mr. Armitage and passed by a 5-0 *(**Ayes:** Armitage, Carras, Haley, Wyatt, Long **No:** None)* vote to approve the Appointment of the Horizon Charter School Board Member.

Jim Trimble, wanted to make a comment and tell Joe Dutra that he has no agenda and has spent 41 years working for the students and will be there for the kids. He listens to students first. He will be there and do a great job and he is a great team player. He wanted to tell Elaine Palmer that she will see somebody who is going to work with you and help solve problems. He wanted to tell Blake that he would like to get together with him because it's all about students and he is the key to their success and the reason they are there.

Mr. Long wanted to give a little piece of advice and he stated that in first John, the letter he wrote is all about fellowship. Twenty three times in that letter is referred to agape love. He suggests that people who are having real problems with people on the board read First John and understand how you can all get along real good.

9.2 Action ***Page 156*** **– COVID-19 OPERATIONS WRITTEN REPORT– Callahan** *(19-20 G & O Component I, II, III, IV, V)*

Kerry Callahan stated that due to COVID 19 they were not able to complete the LCAP and the information in the board packet on page 156 outlines what was expected as part of the adjustments for the 20-21 school year. The COVID 19 Operation Written Report focuses on what we were doing to make program changes. It also list what we were doing to meet the needs of English Learners and our low-income students. Mrs. Callahan stated that the report also describes how we are continuing to deliver high quality distance instructions and steps we are taking to provide meals and put forth supervision of students during ordinary school hours. Kerry requested approval of the COVID 19 Operations Written Report. Motion by Mr. Armitage, seconded by Mrs. Wyatt and passed by a 5-0 *(**Ayes:** Armitage, Carras, Haley, Long, Wyatt **No:** None)* vote to adopt the COVID-19 Operations Written Report.

9.3 Action ***Page 161*** **– APPROVE RESOLUTION #19/20.35 – THE EDUCATION PROTECTION ACCOUNT AND SPENDING PLAN FOR 2020-21– Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick stated that this resolution that is presented to the board every year at this time. It is a required resolution and we provide the Education Protection Account funds/budget for the coming year 2021. It is required that we present to the Board and have the approval. The EPA funds go specifically towards salaries and benefits that are non-administrative and specifically towards state teaching staff. Nothing has changed from the prior year. Motion by Mr. Haley, seconded by Mr. Carras and passed by a 5-0 *(**Ayes:** Wyatt, Armitage, Carras, Haley, Long **No:** None)* roll call vote to approve Resolution No 19/20.35 approving The Education Protection Account and Spending Plan for 2020-21.

9.4 Action ***Page 165*** **– 2020-21 WESTERN PLACER UNIFIED SCHOOL DISTRICT ADOPTED BUDGET – Kilpatrick** *(19-20 G & O Component I, II, III, IV, V)*

Audrey Kilpatrick stated that the budget is usually presented in two phases. Normally the assumptions are reviewed at the first meetings in June and during the second meeting in June, we ask for the Board approval of the budget. This year has been completely different. We extended our Board Meeting in hopes to have a final budget that was signed by the Governor that was negotiated with the Legislature. Unfortunately, we do not have a signed budget. We have heard that it should be signed by the Governor tomorrow. We will talk about some of the areas in general, since we do not really have the final numbers. We are required to prepare and present a budget for Board approval by June 30 of each year so we are presenting this budget with the information we have. We are basing all of our projections under the May Revise Budget Proposal. Audrey presented the 2020-2021 adopted budget and reviewed the following information which is available on our website in the School Board section under Agendas-Minutes, 2020-Archive

- The 10% cut in LCFF planned for the next 3 years.
- Things are going to change once the governor signs tomorrow towards the positive.
- Multi Year projected growth expected at 1% per year (page 166)
- New positions will be added (page 167) due to opening new schools
- Transferred out funds (page 167) amounts moved to other budgets to cover expenses. The Wetlands expenses are included here and we are making a final payment. This also includes the encroachment funds related to the Food Services program since we are currently losing money in food service due to the closure.
- Adopted Budget (page 168). Projecting a 6.5 million in fund balance can change based on the signed budget by the Governor
- Local Control Funding Formula and State Revenues
- Final Budget (page 170)
- Areas of savings due to school closures (page 171)
- Multi Year Projections (Page 172) 2020-21, 2021-22 and 2022-23 may change due to significant changes the Governor is making. The legislature saw the need and was able to negotiate with the Governor and avoid the 10% ongoing cuts to LCFF.
- CalSTRS and CalPERS Employer Contributions (page 174).
- Contributions to Restricted Programs (page 176)
- 2020-21 May Revision (page 177) deferrals to pay expenses in July and August with deferrals of prior month payment. We may have additional borrowing cost due to needing to borrow funds so the state can pay us later instead of taking the 10% cuts to our revenues.
- Components of Ending Fund Balance (page 178) is going to change due to the reversal of the 10% cuts.

- 2021-22 and 2022-23 Budget Year – Budget Adjustments and Reductions (page 179) was required by the County Office at the time we were preparing our Budget due to now State Budget in Place. This was so we could look at places we could reduce if needed. Does not look like we are going to have to these reductions.
- Other Funds of the District – 2020-21 Adopted Budget (page 180) we have other funds in the district, which are, Fund 11through Fund 73. We have building funds, developer fee funds, and cafeteria funds.
- Cafeteria Fund (page 182) shows funds that we are contributing to. We had a significant decrease in sales. We lost $200,000 in sales revenue since we closed early. This will change depending on how we open and how we run our programs.

Audrey Kilpatrick requested approval of the 2020-21 budget. She advised that we would see changes based on the Governors final budget so the updated budget information will be presented in August. Mr. Haley thanked Audrey for presenting the budget with all of the changes. Mr. Carras also thanked Audrey for the explanation of the budget. Motion by Mr. Haley, seconded by Mr. Carras and passed by a 5-0 ***(Ayes:*** *Armitage, Carras, Haley, Long, Wyatt* ***No:*** *None)* vote to approve the adoption of the 2020-21 Annual Budget as presented.

9.5 Information/ Discussion ***Page 326*** **– 2020-21 SCHOOL YEAR PROGRAM UPDATE – Leaman**
(19-20 G & O Component I, II, III, IV, V)

Scott Leaman stated that the district has spent many hours planning for the opening of schools in the fall. Mr. Leaman felt it was important to update the Board on the plans. Mr. Leaman wanted to share parent feedback based on a parent survey. Mrs. Leaman shared that we are one of the Districts in the area which includes some schools that start as early as August 5 which will give us some opportunities to look at what is happening/working since we start school two weeks later. He is also involved in the Superintendents call once a week were ideas are shared about the start of the new school year. We are going to look at the data that is before us and we are going to make the decisions that is best for our students in our area. We did a parent survey very early on and we did another parent survey more recently, which is the information that will be presented tonight. Mr. Leaman asked Kerry Callahan to give an update to the Board on program activities. Kerry shared that she started to meet with Ed Services group and Teachers on Special Assignment as soon as we closed. They were looking into the future and planning for the present regarding distance learning and how that would look. Towards the end of May, they put together task forces, with the high school leadership teams and solicited members from both middles schools

and representatives from each elementary school. They began looking at how things would look like in the fall based on things they were hearing regarding how we would socially distance, and what type of hybrid model program, or full distance learning program we would have. They gathered input from what parents regarding what type of platform they would like to see school look like in the fall. Due to the changes in the guidelines, we decided that before we ask our task forces to go any further with all the changes, we paused and make sense of the input we have gathered and talk to other district and survey our parents again. We have still been meeting as the district leadership team and WPTA and will meet with our task force again as we continue to discuss our options. The distance learning, hybrid option and a five-day program option need to be explored. We will have distance learning for those families that want that as an option. We will be looking from input from the Board as well.

Mr. Leaman stated that we did take a pause in order to understand the guidelines. We did a survey to get an idea of how our parents are feeling. We collected elementary, middle and high school responses. It showed us that a large majority of our parents want a full five-day program. A hybrid program was there second choice with distance learning being their third choice. There have been so many challenges along the way because this is a health concern and the guidelines seem to change quite often. Some parents thought they were being locked into one choice. This is a survey was not for choice it wat just to get an idea of what parents might want. In the middle of the survey, the mask requirement change so parents thoughts on schooling may have changed. The main program we are looking at is a hybrid program and a mix of five-day program. We are working with our associations and want to bring this information to the Board and the public so that we can update where we are right now. We are going to offer a distance learning option. We will work with our associations groups for the next few week and no later than the end of July, we will have a series of options that we can present to the Board. We wanted to give the public an opportunity to speak and hear from the Board on this item.

There were not comments from the public.

Mr. Haley stated that he feels that they have heard a lot in the news about what school districts are doing. He feels we are on the right track and is looking forward to hear what we come up with in August.

9.6 Action *Page 332* – **ADOPTION OF REVISED/NEW EXHIBITS/ POLICIES/ REGULATIONS – Leaman** *(19-20 G & O Component I, II, III, IV, V)*

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

- AR 0420.4 – Charter School Authorization

Motion by Mrs. Wyatt, Seconded by Mr. Haley and passed by a 5-0 ***(Ayes:*** *Armitage, Carras, Haley, Long, Wyatt,* ***No:*** *None)* vote to approve the Revised/New Polices, Exhibits and Regulations as presented.

10. BOARD OF TRUSTEES

10.1 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.

- School Safety

10.2 BOARD MEMBER REPORTS/COMMENTS

Paul Carras no report
Brian Haley no report
Damian Armitage no report
Kris Wyatt wanted to thank our administration for their due diligence in keeping their head above board and keeping them informed and making sure that our families are informed and we are definitely doing what is best for kids. It may not look like it to some people. Also made a comment about the Virtual Graduation that Michel Maul and anyone else who was involved with it, it was an absolute joy for an hour and a half to watch the kids be presented and they either sang a song, did something funny, threw their hats in the air. It was speeches you could hear and you could watch the kid's expressions. It was a fabulous job. This class of 2020 has been more celebrated than any class. Well deserved and the kids are truly ready to move on and go on to the next chapter of their life.
Paul Long visited Leaman Elementary and had a complete tour. They are going to be done in two more weeks. Per Mr. Leaman, he talked to Dr. Sisson about having a dedication at both the elementary school and Glen Edwards Middle School. They need to have a dedication that is compliant to the health guidelines. It may just be a small group. Mr. Long also visited glen Edwards and it is gorgeous. He wanted to thank Gus, the custodian who put together a display of Glen Edwards Memorabilia. He thanks Jim Trimble for going to Horizon as a new Board Member.

11. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

- **August 4, 2020** 6:00 P.M., Regular Meeting of the Board of Trustees – Go-To -Meeting
- **August 18, 2020** 6:00 P.M., Regular Meeting of the Board of Trustees – Go-To -Meeting

12. ADJOURNMENT

There being no further business the meeting was adjourned at 7:26 p.m.

Paul Long, President

Paul Carras, Clerk

Scott Leaman, Superintendent

Maria Gonzalez, Administrative Assistant to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

Accommodating Those Individuals with Special Needs:
In compliance with the Americans with Disabilities Act, the Western Placer Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the Office of the Superintendent, at (916) 645-6350 at least 48 hours in advance of the meeting you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

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WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Approval of Warrants

AGENDA ITEM AREA:
Consent Agenda

REQUESTED BY:
Audrey Kilpatrick
Assistant Superintendent of
Business and Operations

ENCLOSURES:
Warrants may be found at
www.wpusd.org

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
N/A

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the June 25, 2020 board meeting.

RECOMMENDATION:

Administration recommends the Board of Trustees take action to approve warrants as submitted.

wp/rk/factsheetwarrants

Checks Dated 07/22/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85754052	07/22/2020	McKinnon, Deborah J	01-5200		17.25
85754053	07/22/2020	49ER WATER SERVICES	01-5800		390.00
85754054	07/22/2020	A-Z BUS SALES INC	01-4365		127.35
85754055	07/22/2020	ADVANCED INTEGRATED PEST	01-5800		1,226.00
85754056	07/22/2020	AT&T	01-5560		2,455.43
85754057	07/22/2020	BORDERLAN SECURITY	01-4300		280.00
85754058	07/22/2020	BURKE, WILLIAMS & SORENSEN LLP	01-5810		6,993.00
85754059	07/22/2020	CAPITOL PUBLIC FINANCE GROUP	01-5800		16,500.00
85754060	07/22/2020	CDW GOVERNMENT INC	01-4390	62.46	
			01-5800	1,499.00	
			21-4300	3,110.39	
			21-4400	2,284.10	6,955.95
85754061	07/22/2020	CITRUS HEIGHTS SAW & MOWER	01-4365	187.42	
			01-5600	124.95	312.37
85754062	07/22/2020	CITY OF LINCOLN	01-5540	3,416.52	
			01-5550	13,365.14	
			01-5570	32,145.39	48,927.05
85754063	07/22/2020	CITY OF LINCOLN / PG&E REIMB	01-5510		5,321.20
85754064	07/22/2020	DTSC DEPARTMENT OF TOXIC	01-5800		250.00
85754065	07/22/2020	ECORP CONSULTING INC	21-6140		972.50
85754066	07/22/2020	FUN AND FUNCTION	01-4300		826.29
85754067	07/22/2020	GEARY PACIFIC SUPPLY	01-4300		91.12
85754068	07/22/2020	GRAINGER	01-4300		267.00
85754069	07/22/2020	LOWE'S	01-4300		3,856.26
85754070	07/22/2020	MITEL BUSINESS SYSTEMS INC	21-4300	25,453.90	
			21-4400	1,298.90	26,752.80
85754071	07/22/2020	NORMAC	01-4300		3,514.09
85754072	07/22/2020	OJO TECHNOLOGY INC.	21-4300	3,285.65	
			21-4400	2,837.14	
			21-5800	3,922.80	10,045.59
85754073	07/22/2020	PACIFIC GAS & ELECTRIC CO	01-5510		1,531.32
85754074	07/22/2020	PARENTSQUARE INC	01-5800		34,450.00
85754075	07/22/2020	RAY MORGAN CO. / CHICO	01-5600		71.62
85754076	07/22/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		121.50
85754077	07/22/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		461.93
85754078	07/22/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		1,403.03
85754079	07/22/2020	RIEBES AUTO PARTS	01-4365		1,446.92
85754080	07/22/2020	SAN JOAQUIN CO OFFICE OF EDUC	01-5800		1,017.00
85754081	07/22/2020	SCHOOL DUDE.COM DUDE SOLUTIONS INC.	01-5800		7,697.01
85754082	07/22/2020	SCHOOL TECH SUPPLY	01-4300	2,174.37	
			21-4300	3,664.63	5,839.00
85754083	07/22/2020	SIERRA BUILDING SYSTEMS INC	01-5600		526.56

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE MONITOR

Checks Dated 07/22/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85754084	07/22/2020	SIERRA FOOTHILLS ACADEMY	01-5800		39,431.50
85754085	07/22/2020	TAG / AMS INC	01-5800		195.00
85754086	07/22/2020	UNIFIRST CORPORATION	01-5800		42.75
85754087	07/22/2020	WAXIE'S SANITARY SUPPLY	01-4300		8,642.42
85754088	07/22/2020	WESTERN PSYCHOLOGICAL SERVICES	01-4300		898.97
85754089	07/22/2020	Higginson, Kenneth N	01-5800		181.55
85754090	07/22/2020	Vargas, Noemí	01-5800		120.00
85754091	07/22/2020	CDW GOVERNMENT INC	01-4300		443.03
85754092	07/22/2020	KYOCERA	01-5600		1.05
85754093	07/22/2020	LEGENDS OF LEARNING INC	01-5800		1,000.00
85754094	07/22/2020	SCHOOL TECH SUPPLY	01-4400		802.05
85754095	07/22/2020	SIERRA HAY & FEED	01-4300		133.90
85754096	07/22/2020	STAPLES BUSINESS ADVANTAGE	01-4300		1,803.21
85754097	07/22/2020	STUDIES WEEKLY INC.	01-4300		230.21
85754098	07/22/2020	TESTOUT CORPORATION	01-4100		2,650.00
		Total Number of Checks	47		**247,222.78**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	44	200,392.77
21	Building Fund #1	5	46,830.01
	Total Number of Checks	47	247,222.78
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**247,222.78**

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/15/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85753226	07/15/2020	ADD SOME CLASS	01-4300		1,140.30
85753227	07/15/2020	ARK THERAPEUTIC SERVICE INC ATTN A/R	01-4300		46.92
85753228	07/15/2020	AT&T BUSINESS SERVICE	01-5560		162.22
85753229	07/15/2020	BANK OF AMERICA #4333	01-4300	335.65	
			01-5200	550.00	
			01-5800	56.54	942.19
85753230	07/15/2020	BURKE, WILLIAMS & SORENSEN LLP	01-5810		2,160.00
85753231	07/15/2020	CDW GOVERNMENT INC	01-4300	1,780.92	
			01-4400	474.33	
			01-5800	3,148.00	
			21-4300	453.60	5,856.85
85753232	07/15/2020	CITY OF LINCOLN / PG&E REIMB	01-5510		2,778.98
85753233	07/15/2020	COOKS PORTABLE TOILETS	21-5600		268.53
85753234	07/15/2020	CSBA CA SCHOOL BOARDS ASSOC	01-5300	11,976.00	
			01-5800	6,330.00	18,306.00
85753235	07/15/2020	DECKER EQUIPMENT	21-4300		313.03
85753236	07/15/2020	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		318.54
85753237	07/15/2020	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		168.93
85753238	07/15/2020	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		858.70
85753239	07/15/2020	ESS ENVIRONMENTAL	21-6140		12,505.00
85753240	07/15/2020	FRONTLINE TECHNOLOGIES GRP LLC DBA - FRONTLINE EDUCATION	01-5800		12,454.84
85753241	07/15/2020	GOLD COUNTRY MEDIA PUBLICATIONS	01-5800		132.60
85753242	07/15/2020	GRAINGER	01-4300		66.82
85753243	07/15/2020	HILLYARD / SACRAMENTO	01-4300	7,129.10	
			21-4300	827.37	
			21-4400	2,512.70	10,469.17
85753244	07/15/2020	ILLUMINATE EDUCATION	01-5800		78,636.00
85753245	07/15/2020	J.W. PEPPER & SON INC	01-4100		32.16
85753246	07/15/2020	JABBERGYM INC.	01-5800		1,520.00
85753247	07/15/2020	JAMIE PUCCETTI ESCOBAR	01-5800		103.50
85753248	07/15/2020	JOHN A. MILLEN	21-6290		12,160.00
85753249	07/15/2020	KELPRO SECURITY	01-5800		2,520.00
85753250	07/15/2020	KYOCERA	01-5600		6.50
85753251	07/15/2020	LOGICLOFT, LLC	01-5800		9,600.00
85753252	07/15/2020	LOY MATTISON DBA LOY MATTISON ENTERPRISES	01-5800		750.00
85753253	07/15/2020	MEDICAL BILLING TECHNOLOGIES	01-5800		652.00
85753254	07/15/2020	NAVIA BENEFIT SOLUTIONS	01-5800		143.00
85753255	07/15/2020	NORCAL IMAGING SYSTEMS	01-5800		1,189.00
85753256	07/15/2020	PACCK Q INC - AP PRODUCTS	01-4300		1,086.12

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/15/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85753257	07/15/2020	PACIFIC GAS & ELECTRIC CO	01-5510	13,063.84	
			01-5530	225.98	13,289.82
85753258	07/15/2020	PARS - PUBLIC AGENCY RETIREMENT SERVICES	01-7439		205,074.50
85753259	07/15/2020	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4300		440.00
85753260	07/15/2020	PLACER CO ENVIRONMENTAL HEALTH	21-5800		400.00
85753261	07/15/2020	PLACER LEARNING CENTER	01-5800		44,772.00
85753262	07/15/2020	QUINT & THIMMIG LLP	01-5800		16,272.00
85753263	07/15/2020	READ NATURALLY INC.	01-5800		1,288.00
85753264	07/15/2020	SCHOODLES PARTNERSHIP	01-4300		180.00
85753265	07/15/2020	SCHOOL STEPS, INC.	01-4300	173.71	
			01-5800	9,984.38	10,158.09
85753266	07/15/2020	SHARP ARCHITECTURE, INC.	21-5800		7,040.00
85753267	07/15/2020	SIG SCHOOLS INSURANCE GROUP	01-3402		823.71
85753268	07/15/2020	STATE OF CALIFORNIA - DOJ	01-5821		245.00
85753269	07/15/2020	SYSCLOUD INC	01-5800		18,500.00
85753270	07/15/2020	US OMNI ATTN: ACCOUNTING DEPT.	01-5800		8,251.00
85753271	07/15/2020	WALLACE-KUHL & ASSOCIATES	21-5800		2,380.00
85753272	07/15/2020	WALTER MAY	21-6290		6,640.00
85753273	07/15/2020	ALL METALS SUPPLY INC	01-4300		679.76
85753274	07/15/2020	BORDERLAN SECURITY	01-4300	56.00	
			01-5800	2,604.00	2,660.00
85753275	07/15/2020	BRAIN POP	01-4300		2,195.00
85753276	07/15/2020	EDMENTUM INC.	01-4100		1,155.00
85753277	07/15/2020	MJB WELDING SUPPLY, INC.	01-4300	346.37	
			01-4400	3,220.31	3,566.68
85753278	07/15/2020	OJO TECHNOLOGY INC.	01-4300	3,941.85	
			01-5800	5,427.60	9,369.45
85753279	07/15/2020	RAY MORGAN CO. / CHICO	01-5600		391.48
85753280	07/15/2020	STAPLES BUSINESS ADVANTAGE	01-4300	1,276.92	
			25-4300	141.12	1,418.04
85753281	07/15/2020	Teresa Fogal	01-8699		20.00
85753282	07/15/2020	Teresa Fogal	01-8699		20.00
85753283	07/15/2020	FLINT BUILDERS, INC.	21-6200		3,185,185.00
85753284	07/15/2020	SCHOOL NURSE SUPPLY INC.	21-4300		394.25
85753285	07/15/2020	SCHOOL SERVICES OF CA INC	01-5800		3,840.00
85753286	07/15/2020	SCHOOL SPECIALTY - FACILITIES	01-4300		27,061.79
85753287	07/15/2020	WAVE	01-5560		1,004.44
		Total Number of Checks	**62**		**3,752,062.91**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	52	520,842.31
21	Building Fund #1	12	3,231,079.48

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/15/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount

Fund Recap

Fund	Description	Check Count	Expensed Amount
25	Capital Facilities Fund	1	141.12
	Total Number of Checks	62	3,752,062.91
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**3,752,062.91**

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/08/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85752306	07/08/2020	DANIELSEN COMPANY	13-4710		1,583.07
85752307	07/08/2020	GENERAL PRODUCE CO LTD	13-4710		2,100.65
85752308	07/08/2020	GOLD STAR FOODS, INC	13-4710		2,348.95
85752309	07/08/2020	BSN SPORTS SPORTS SUPPLY GROUP	01-4300	4,670.59	
			01-4400	648.73	5,319.32
85752310	07/08/2020	CDW GOVERNMENT INC	01-4300		1,009.01
85752311	07/08/2020	K-LOG	01-4300		124.51
85752312	07/08/2020	KYOCERA	01-4300		1.86
85752313	07/08/2020	OFFICE DEPOT	01-4300		63.06
85752314	07/08/2020	RICHARDS INSTITUTE OF EDUCATION & RESEARCH	01-4300		101.03
85752315	07/08/2020	RISO PRODUCTS OF SAC INC	01-4300	940.00	
			01-5600	425.00	1,365.00
85752316	07/08/2020	SCHOOL APPTITUDE	01-5800		996.00
85752317	07/08/2020	SWEETWATER SOUND	01-4400		3,920.75
85752318	07/08/2020	TEACHER SYNERGY, LLC	01-4300		76.19
85752319	07/08/2020	VIKING SHRED LLC	01-5600		47.99
85752320	07/08/2020	YOUTH DEVELOPMENT NETWORK	01-5200		600.00
85752321	07/08/2020	ACI SPECIALTY BENEFITS ACI ENTERPRISES INC	01-5800		3,171.69
85752322	07/08/2020	ACSA - PLACER CO. CHARTER TINO GUZMAN	01-5200	301.94	
			01-5300	2,038.06	2,340.00
85752323	07/08/2020	ALESSANDRO ELECTRIC, INC.	01-6100		6,810.00
85752324	07/08/2020	APPLE INC.	01-4390		410.48
85752325	07/08/2020	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		149.81
85752326	07/08/2020	C & S TELECOMMUNICATIONS INC	01-4300	16.28	
			01-5600	163.72	180.00
85752327	07/08/2020	CAPITOL ADVISORS GROUP LLC	01-5800		1,625.00
85752328	07/08/2020	CDW GOVERNMENT INC	01-4300	5,575.74	
			01-4400	3,006.08	
			21-4300	2,614.55	
			21-4400	17,381.08	28,577.45
85752329	07/08/2020	CLASS LEASING LLC	25-5600		39,000.00
85752330	07/08/2020	CODE HS	01-5800		2,500.00
85752331	07/08/2020	CODESP	01-5800		2,300.00
85752332	07/08/2020	COMPUTER-USING EDUCATORS, INC.	01-5200		931.00
85752333	07/08/2020	DISCOUNT SCHOOL SUPPLY	01-4400		512.45
85752334	07/08/2020	GOLD COUNTRY MEDIA PUBLICATIONS	01-5800		122.30
85752335	07/08/2020	GRAINGER	01-4300		40.84
85752336	07/08/2020	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		723.85
85752337	07/08/2020	HILLYARD / SACRAMENTO	01-4300		7,882.26
85752338	07/08/2020	HOME DEPOT CREDIT SERVICES	01-4300		396.05

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ESCAPE CONTINUE

Checks Dated 07/08/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85752339	07/08/2020	JABBERGYM INC.	01-5800		1,520.00
85752340	07/08/2020	KINGSLEY BOGARD THOMPSON LLP	01-5810		570.00
85752341	07/08/2020	KYOCERA	01-4300	2.09	
			01-5600	.69	2.78
85752342	07/08/2020	LANDMARK CONSTRUCTION	21-6200		1,046,447.41
85752343	07/08/2020	MAVERICK NETWORKS, INC.	21-4300	524.40	
			21-4400	3,740.00	4,264.40
85752344	07/08/2020	MWG MESTMAKER & ASSOCIATES	01-3901		145.70
85752345	07/08/2020	ODYSSEY LEARNING CENTER, INC.	01-5800		25,796.16
85752346	07/08/2020	OJO TECHNOLOGY INC.	01-4400		2,570.52
85752347	07/08/2020	PACIFIC GAS & ELECTRIC CO	01-5510	42,232.01	
			01-5530	1,719.40	43,951.41
85752348	07/08/2020	POWER SCHOOL GROUP, LLC	01-5200	1,200.00	
			01-5800	98,871.71	100,071.71
85752349	07/08/2020	PPG PAINTS ARCHITECTURAL FINISHES, INC.	01-4300		67.57
85752350	07/08/2020	ROEBBELEN CONTRACTING INC	21-6270		1,403,532.20
85752351	07/08/2020	RSD - REFRIGERATION SUPPLIES	01-4300		1,300.04
85752352	07/08/2020	SCHOOL FACILITY CONSULTANTS	25-5800		1,586.25
85752353	07/08/2020	SCHOOL TECH SUPPLY	01-4300	881.51	
			21-4400	30,790.54	31,672.05
85752354	07/08/2020	SHARP ARCHITECTURE, INC.	21-5800		7,040.00
85752355	07/08/2020	SIERRA BUILDING SYSTEMS INC	01-4300	1,196.55	
			01-5600	5,982.73	
			01-5800	1,260.72	8,440.00
85752356	07/08/2020	SIERRA OFFICE SUPPLIES &	01-4300		1,277.04
85752357	07/08/2020	SOFTCHOICE CORPORATION	01-5800		41,714.08
85752358	07/08/2020	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		12,093.00
85752359	07/08/2020	STATE OF CALIFORNIA DEPT OF ED OFFICE OF FOOD DISTRIBUTION	21-6290		350.00
85752360	07/08/2020	TIME FOR KIDS	01-4200		320.40
85752361	07/08/2020	TOUCH MATH	01-4100		4,089.38
85752362	07/08/2020	UNIFIRST CORPORATION	01-5800		80.20
85752363	07/08/2020	WALLACE-KUHL & ASSOCIATES	21-5800	1,590.00	
			21-6170	3,814.50	5,404.50
85752364	07/08/2020	WAXIE'S SANITARY SUPPLY	01-4300		553.85
85752365	07/08/2020	Bryant, Vicki W	01-4300		43.44
85752366	07/08/2020	Getz, Pamela	01-4300		148.00
85752367	07/08/2020	Harp, Robyn M	01-5200		99.00
85752368	07/08/2020	Hutchings, Catherine E	01-5200		39.00
85752369	07/08/2020	Kaur, Bhawnpreet	01-5200		115.00
85752370	07/08/2020	Ruiz, Michelle L	01-5200		68.98
85752371	07/08/2020	Zinzun, Rhianon R	01-5800		200.00
85752372	07/08/2020	LOZANO SMITH LLP	01-5810	740.75	
			25-5810	29.50	770.25

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ESCAPE CONTINUE

Checks Dated 07/08/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
		Total Number of Checks	67		2,863,674.89

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	56	299,201.79
13	Cafeteria Fund	3	6,032.67
21	Building Fund #1	8	2,517,824.68
25	Capital Facilities Fund	3	40,615.75
	Total Number of Checks	67	2,863,674.89
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**2,863,674.89**

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ESCAPE ONLINE

Checks Dated 06/26/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85751555	06/26/2020	DANIELSEN COMPANY	13-4710		2,803.99
85751556	06/26/2020	GENERAL PRODUCE CO LTD	13-4710		1,125.25
85751557	06/26/2020	GOLD STAR FOODS, INC	13-4710		5,832.05
85751558	06/26/2020	Stephanie Frazier	13-8634		49.75
85751559	06/26/2020	Cooper, Shannon V	01-4300		141.49
85751560	06/26/2020	Ford, Melanee	01-5200		68.98
85751561	06/26/2020	Van Zile, Julie M	01-5200		39.98
85751562	06/26/2020	APLPD HOLDCO, INC & SUBSIDIARY	21-5600		8,112.62
85751563	06/26/2020	APPROVED SAFE & LOCK	01-5600		106.60
85751564	06/26/2020	ASBURY ENVIRONMENTAL SERVICES	01-5800		55.00
85751565	06/26/2020	AT&T BUSINESS SERVICE	01-5560		40.50
85751566	06/26/2020	BEAR RIVER SUPPLY INC	01-4300		268.13
85751567	06/26/2020	BRIGHT START THERAPIES INC	01-5800		1,487.50
85751568	06/26/2020	CDW GOVERNMENT INC	21-4300	2,274.38	
			21-4400	19,617.58	21,891.96
85751569	06/26/2020	COLLEGE BOARD	01-5800		29,025.00
85751570	06/26/2020	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		121.50
85751571	06/26/2020	GRAINGER	01-4300		151.02
85751572	06/26/2020	MAGDALENA STEPIEN	01-5800		3,360.00
85751573	06/26/2020	MEDICAL BILLING TECHNOLOGIES	01-5800		128.35
85751574	06/26/2020	NANCY ALEXANDER-STORM	01-5800		2,500.00
85751575	06/26/2020	PACIFIC GAS & ELECTRIC CO	01-5530		148.26
85751576	06/26/2020	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4300		682.50
85751577	06/26/2020	RAINFORTH GRAU ARCHITECTS	21-6210		20,226.40
85751578	06/26/2020	Schools Insurance Group	01-3402		1,009.35
85751579	06/26/2020	SIERRA FOOTHILLS ACADEMY	01-5800		50,185.77
85751580	06/26/2020	SIERRA OFFICE SUPPLIES &	01-4300		124.87
85751581	06/26/2020	SIG EMPLOYEE BENEFITS TRUST	76-9558		708,279.45
85751582	06/26/2020	U.S. BANK NATIONAL ASSOCIATION U.S. BANCORP PURCHASING CARD	01-4300	15.06	
			01-4390	199.00	
			01-5200	215.84	
			13-4345	56.50	486.40
85751583	06/26/2020	UNIFIRST CORPORATION	01-5800		146.21
85751584	06/26/2020	VERIZON WIRELESS	01-5560	3,414.03	
			13-5560	114.36	
			21-5560	36.14	3,564.53
85751585	06/26/2020	Coyle, Shamryn L	01-4300		128.70
85751586	06/26/2020	Doherty, Kari M	01-5200		71.28
85751587	06/26/2020	Hladun, Jennifer C	01-4300	409.12	
			01-5200	375.00	784.12
85751588	06/26/2020	Lazaro, Norma P	01-5200		15.64
85751589	06/26/2020	Parr, Lana M	01-4300		156.45
85751590	06/26/2020	Van Court, Lance R	01-4300		341.80

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ESCAPE ONLINE

Checks Dated 06/26/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85751591	06/26/2020	BALFOUR	01-4300		2,249.44
85751592	06/26/2020	KYOCERA	01-5800		25.63
85751593	06/26/2020	PLACER COUNTY WATER AGENCY	01-4300		57.57
85751594	06/26/2020	SCHOOL TECH SUPPLY	01-4300		1,832.32
85751595	06/26/2020	STAPLES BUSINESS ADVANTAGE	01-4300	760.85	
			25-4300	19.18	780.03
85751596	06/26/2020	WAVE	01-5800		22.05
85751597	06/26/2020	Kassie McGehee	01-8699		592.00
		Total Number of Checks	**43**		**869,220.44**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	35	100,672.79
13	Cafeteria Fund	6	9,981.90
21	Building Fund #1	4	50,267.12
25	Capital Facilities Fund	1	19.18
76	Payroll Fund	1	708,279.45
	Total Number of Checks	43	869,220.44
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		**869,220.44**

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 06/24/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85750571	06/24/2020	Dumler, Shannon M	01-5200		100.91
85750572	06/24/2020	Hladun, Jennifer C	01-4300		270.82
85750573	06/24/2020	Nelson, Clinton J	01-4300		107.73
85750574	06/24/2020	Newman, Karen C	01-4300		72.19
85750575	06/24/2020	Noonan, Jason R	01-5800		179.01
85750576	06/24/2020	Quinn, Lauren M	01-4300		20.00
85750577	06/24/2020	Ruiz, Michelle L	01-4300		70.45
85750578	06/24/2020	AP SEMINARS SILICON VALLEY LLC	01-5200		1,650.00
85750579	06/24/2020	KYOCERA	01-4300	1,412.90	
			01-5600	21.02	
			01-5800	374.28	1,808.20
85750580	06/24/2020	STAPLES BUSINESS ADVANTAGE	01-4300	899.88	
			25-4300	104.05	1,003.93
85750581	06/24/2020	Jan Jimenez	01-8699		20.00
85750582	06/24/2020	MEREDITH MAHONEY	01-8699		20.00
85750583	06/24/2020	Getz, Pamela	01-4300		45.80
85750584	06/24/2020	Gruber, Tracy G	01-4300		38.92
85750585	06/24/2020	Silva, Nicole M	01-4300		24.45
85750586	06/24/2020	Volmer, Corie R	01-4300		36.57
85750587	06/24/2020	Zimmerman, Mikaela K	01-4300		50.50
85750588	06/24/2020	49ER WATER SERVICES	01-5800		390.00
85750589	06/24/2020	ADD SOME CLASS	21-4300	7,414.10	
			21-4400	2,516.22	
			21-5800	722.15	10,652.47
85750590	06/24/2020	APPLE INC.	01-4300		886.81
85750591	06/24/2020	ASBURY ENVIRONMENTAL SERVICES	01-5800		160.00
85750592	06/24/2020	BLACKBURN CONSULTING	21-6140		2,378.50
85750593	06/24/2020	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		1,677.17
85750594	06/24/2020	C & S TELECOMMUNICATIONS INC	01-4300	60.00	
			01-5600	120.00	180.00
85750595	06/24/2020	CDW GOVERNMENT INC	01-4300	2,080.30	
			01-4400	6,933.06	
			21-4300	15,449.48	
			21-4400	8,427.60	32,890.44
85750596	06/24/2020	CITY OF LINCOLN	01-5540	3,045.42	
			01-5550	9,338.06	
			01-5570	23,636.43	36,019.91
85750597	06/24/2020	COMPUTER-USING EDUCATORS, INC.	01-5200		980.00
85750598	06/24/2020	COOKS PORTABLE TOILETS	21-5600		268.53
85750599	06/24/2020	EATON INTERPRETING SVCS INC	01-5800		1,430.00
85750600	06/24/2020	ESS ENVIRONMENTAL	21-6140		7,075.00
85750601	06/24/2020	HILLYARD / SACRAMENTO	01-4300		1,390.15
85750602	06/24/2020	HMC GROUP	21-6210		75,889.73
85750603	06/24/2020	HORIZON	01-4300		280.28

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ESCAPE

Checks Dated 06/24/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85750604	06/24/2020	LOWE'S	01-4300		383.76
85750605	06/24/2020	LOY MATTISON DBA LOY MATTISON ENTERPRISES	01-5800		343.75
85750606	06/24/2020	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		536.00
85750607	06/24/2020	MEDICAL BILLING TECHNOLOGIES	01-5800		150.00
85750608	06/24/2020	MOODY'S INVESTORS SERVICE INC	01-5800		11,500.00
85750609	06/24/2020	NANCY ALEXANDER-STORM	01-5800		2,500.00
85750610	06/24/2020	PACIFIC GAS & ELECTRIC CO	01-5510	74,840.99	
			01-5530	2,505.55	77,346.54
85750611	06/24/2020	PCOE - PLACER CO OFFICE OF ED	01-5800		4,250.00
85750612	06/24/2020	PLACER LEARNING CENTER	01-5800		53,030.00
85750613	06/24/2020	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540	931.39	
			01-5600	435.00	
			21-5600	380.00	1,746.39
85750614	06/24/2020	RIEBES AUTO PARTS	01-4365		527.94
85750615	06/24/2020	ROCKLIN UNIFIED SCHOOL DIST.	01-7141		62,752.70
85750616	06/24/2020	SIERRA OFFICE SUPPLIES &	01-4300	1,055.75	
			25-4300	147.47	1,203.22
85750617	06/24/2020	STATE OF CALIFORNIA - DOJ	01-5821		424.00
85750618	06/24/2020	SUTTER MEDICAL FOUNDATION	01-5800		284.00
85750619	06/24/2020	UNIFIRST CORPORATION	01-5800		80.20
85750620	06/24/2020	US BANK BUSINESS EQUIPMENT	01-5600		121.50
85750621	06/24/2020	US BANK BUSINESS EQUIPMENT	01-5600		1,403.03
85750622	06/24/2020	US BANK BUSINESS EQUIPMENT	01-5600		604.43
85750623	06/24/2020	WAVE	01-5560	1,099.62	
			01-5903	4,379.25	5,478.87
85750624	06/24/2020	WELLNESS TOGETHER	01-5800		16,469.21
85750625	06/24/2020	Noemi Alvarez	01-8675		82.44
85750626	06/24/2020	DANIELSEN COMPANY	13-4710		6,612.35
85750627	06/24/2020	GENERAL PRODUCE CO LTD	13-4710		3,018.75
85750628	06/24/2020	ORIENTAL TRADING COMPANY INC	01-4300		868.38
85750629	06/24/2020	PLACER CO ENVIRONMENTAL HEALTH	01-5800	150.00	
			13-5800	7,535.00	7,685.00
85750630	06/24/2020	WEST COAST PAPER COMPANY	13-4380		344.59
85750631	06/24/2020	Bernadette Melick	13-8634		16.45
85750632	06/24/2020	AIMIE VAN WINKLE	01-8699		12.00
85750633	06/24/2020	ALEX HUGHES	01-8699		12.00
85750634	06/24/2020	AMBER LANEY	01-8699		12.00
85750635	06/24/2020	ANA MARQUEZ	01-8699		12.00
85750636	06/24/2020	ANDREA FARIA	01-8699		12.00
85750637	06/24/2020	BETTINA HART	01-8699		12.00
85750638	06/24/2020	BROOKE KIMBROUGH	01-8699		12.00
85750639	06/24/2020	CARMEN BROWN	01-8699		12.00
85750640	06/24/2020	CECILIA SANCHEZ	01-8699		12.00

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ESCAPE

Checks Dated 06/24/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85750641	06/24/2020	CHANTAL BEELER	01-8699		12.00
85750642	06/24/2020	CHRISTINA HUGHES	01-8699		12.00
85750643	06/24/2020	COLLEEN JAEKEL	01-8699		12.00
85750644	06/24/2020	CORTNIE POTTER	01-8699		12.00
85750645	06/24/2020	CRISTIANA PALLAIS MENDOZA	01-8699		12.00
85750646	06/24/2020	DEANNA KEOMUANGTAI	01-8699		12.00
85750647	06/24/2020	DESIREE POINTER	01-8699		12.00
85750648	06/24/2020	GINA CHERRIX	01-8699		12.00
85750649	06/24/2020	GLENDA OCUMEN	01-8699		12.00
85750650	06/24/2020	HARJIT SAINI	01-8699		12.00
85750651	06/24/2020	HEATHER MANNING	01-8699		12.00
85750652	06/24/2020	HEIDI KUNDIN	01-8699		12.00
85750653	06/24/2020	HILARY WIEST	01-8699		12.00
85750654	06/24/2020	HOLLI WOOD	01-8699		12.00
85750655	06/24/2020	JAMIE HOBBS	01-8699		12.00
85750656	06/24/2020	JEFERY KENDALL	01-8699		12.00
85750657	06/24/2020	JENNIFER LINTHICUM	01-8699		12.00
85750658	06/24/2020	JENNIFER NEWMAN	01-8699		12.00
85750659	06/24/2020	JENNIFER STONE	01-8699		12.00
85750660	06/24/2020	JERRY JOHNSON	01-8699		12.00
85750661	06/24/2020	JESSICA RESSA	01-8699		12.00
85750662	06/24/2020	JOAN CUBIAS	01-8699		12.00
85750663	06/24/2020	JOSEPHINE MAKIHELE	01-8699		12.00
85750664	06/24/2020	JUDY CATIIS	01-8699		12.00
85750665	06/24/2020	JULIE BRIANNE PICCA	01-8699		12.00
85750666	06/24/2020	KARA DUFF	01-8699		12.00
85750667	06/24/2020	KARLA NOYES	01-8699		12.00
85750668	06/24/2020	KATHARINE BERRY	01-8699		12.00
85750669	06/24/2020	KATIE NOVELO	01-8699		12.00
85750670	06/24/2020	KELLI UNDERWOOD	01-8699		12.00
85750671	06/24/2020	KIM SWEENEY	01-8699		12.00
85750672	06/24/2020	KIMBERLY WOODCOCK	01-8699		12.00
85750673	06/24/2020	KRYSTAL MINER	01-8699		12.00
85750674	06/24/2020	KYE NEAD	01-8699		12.00
85750675	06/24/2020	LACEY STARKWEATHER	01-8699		12.00
85750676	06/24/2020	LESLIE TAMAYO	01-8699		12.00
85750677	06/24/2020	LINDA CANNON	01-8699		12.00
85750678	06/24/2020	LISA HERZOG	01-8699		12.00
85750679	06/24/2020	LISA KURLAND	01-8699		12.00
85750680	06/24/2020	LISA SLY	01-8699		12.00
85750681	06/24/2020	LORI YOUNG	01-8699		12.00
85750682	06/24/2020	MARIELLE BENIQUEZ	01-8699		12.00
85750683	06/24/2020	MARILYN CARNEY	01-8699		12.00
85750684	06/24/2020	MAUREEN GREEN	01-8699		12.00
85750685	06/24/2020	MICHELLE RUSSELL	01-8699		12.00
85750686	06/24/2020	MICHELLE RUSSELL	01-8699		12.00

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ESCAPE

Checks Dated 06/24/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85750687	06/24/2020	MONIK DUONG	01-8699		12.00
85750688	06/24/2020	NATALIYA SALVA	01-8699		12.00
85750689	06/24/2020	RANDOLPH CAMBA	01-8699		12.00
85750690	06/24/2020	REBEKAH WILLIAMS	01-8699		12.00
85750691	06/24/2020	ROBIN WOOSTER	01-8699		12.00
85750692	06/24/2020	SARA HANDLEY	01-8699		12.00
85750693	06/24/2020	SARA KATHRYN HANCHETT	01-8699		12.00
85750694	06/24/2020	SARA RATLIFF	01-8699		12.00
85750695	06/24/2020	SARAH BARTLETT	01-8699		12.00
85750696	06/24/2020	STACI DUNKINSON	01-8699		12.00
85750697	06/24/2020	SUONG TRAN	01-8699		12.00
85750698	06/24/2020	SUZANNE SOPER	01-8699		12.00
85750699	06/24/2020	VESTA GREWAL	01-8699		12.00
85750700	06/24/2020	WENDY JOHNSON	01-8699		12.00
85750701	06/24/2020	HEIDI KUNDIN	01-8699		12.00
85750702	06/24/2020	REBEKAH WILLIAMS	01-8699		12.00
85750703	06/24/2020	AWARD EMBLEM MFG. CO. INC.	01-4300	136.90	
			Unpaid Tax	7.33-	129.57
85750704	06/24/2020	KYOCERA	01-4300		233.78
85750705	06/24/2020	MJB WELDING SUPPLY, INC.	01-4300		38.00
85750706	06/24/2020	SIERRA HAY & FEED	01-4300		322.61
85750707	06/24/2020	STAPLES BUSINESS ADVANTAGE	01-4300		2,959.38
85750708	06/24/2020	TOTALLY TROPHIES	01-4300		437.58
		Total Number of Checks	**138**		**442,804.89**

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	129	304,512.25
13	Cafeteria Fund	5	17,527.14
21	Building Fund #1	7	120,521.31
25	Capital Facilities Fund	2	251.52
	Total Number of Checks	138	442,812.22
	Less Unpaid Tax Liability		7.33-
	Net (Check Amount)		**442,804.89**

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:

Ratification of Contract with Advanced IPM and Western Placer Unified School District

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of Business and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Routine Repair and Maintenance Funds

MEETING DATE:

August 4, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is for services with Advanced IPM and Western Placer Unified School District for pest control service at all sites in the District. The services include monthly corrective and preventative pest management solutions. The cost of these services is $12,500.00 which will be paid with the Routine Repair and Maintenance Fund.

RECOMMENDATION:

Administration recommends that the Board ratify the contract agreement between Advanced IPM and Western Placer Unified School District.

PEST MANAGEMENT PROPOSAL

Western Placer Unified School District
600 Sixth Street
Lincoln, CA 95648

Advanced IPM
205 Kenroy Lane
Roseville, CA 95678

Prepared by Advanced IPM
Jun 22, 2020

Attn: Stan Brandl | Director of Maintenance and Operations
916-206-4492 | sbrandl@wpusd.org

We would like to thank you and your team for the courtesy extended to us as you consider Advanced IPM as your pest management service provider.

For over three decades Advanced IPM has been implementing proactive pest management programs for school districts such as yours across California and Nevada. Advanced IPM is comprised of specially trained technicians, who hold a variety of licenses, making us a full-service pest management company able to address any pest issues you may face.

The enclosed Advanced Care proposal details our comprehensive services and the strategy we have developed for your school district. Focus has been placed on addressing your needs and protecting your brand. Both corrective and preventative pest management solutions are also emphasized.

Advanced IPM is proud to offer you the resources and expertise of our organization. We trust that you will find the quality, consistency, and depth of our pest management programs and service an unbeatable and compelling combination.

We would welcome an opportunity to become your partner in pest management and are prepared to begin our program. Thank you for your consideration.

Sincerely,

Joshua Winston
Commercial Account Manager
916-305-5936
jwinston@advancedipm.com
www.AdvancedIPM.com

I. COMPANY PROFILE

Introduction

Advanced IPM is a DBA of Roseville Termite and Pest Control, Inc. established in 1981. The name Advanced IPM was developed to focus on commercial and industrial clients and to increase our service footprint. Advanced IPM has been an innovator within the pest management industry. As a commercial and industrial specialist, Advanced IPM has developed specialized IPM treatments and programs tailored to the needs of our clients for over 15 years. Advanced is a full-service company providing all pest management services without sub-contracting. Advanced has received numerous accolades including "Top 100" national rankings in both "PCT Magazine" and "Pest Management Professional". Advanced IPM was also recently recognized as the Number 1 Company, in the "Sacramento Business Journal". Advanced IPM currently has 110 employees on staff.

Our History

Since 1981, Advanced IPM has continually demonstrated the importance of the integral relationship between our valued clients and our respected staff through the highest degree of customer service, awareness and passion for our work. As a family owned and operated corporation we are dedicated to the success of our services and our team. Built on a "Service before Self" attitude Advanced IPM has emerged as a leader within the pest control industry.

Our Mission

Advanced IPM is committed to quality service through the exceptional performance of every member of our valued team. Our pledge is to establish lasting relationships with integrity, stability, and distinct professionalism.

Our Approach

Advanced IPM focuses on stable growth to promote long term stability. We will be knowledgeable, trustworthy and passionate in providing pest solutions that are environmentally conscious. We will foster an atmosphere that embraces professionalism and ambition. Advanced IPM will be faithful to continually develop and implement positive advancements that are beneficial for our customers and our staff.

Bonding Company and Amount

Western Surety Company
Bond #71507191
$12,500.00

Insurance

Attached

Personnel

Corporation Principals

Brian Romani – President

Client Care Team

Bryan Alger – Branch Manager
916-735-2960
balger@advancedipm.com

Rob Ehret – Primary Service Technician
916-257-4697
rehret@advancedipm.com

Joshua Winston – Commercial Account Representative
916-305-5936
jwinston@advancedipm.com

Stefani Williams - Client Care Specialist
916-786-2404
swilliams@advancedipm.com

Background Checks

All employees of Advanced IPM undergo a rigorous screening process. Advanced employees are required to have no felonies or misdemeanors for the last 7 years. Our background checks are administered by ADP Screening utilizing social security and driver's license information. Advanced personnel must have a clean DMV. Advanced technicians must successfully pass a pre-employment physical and drug screening process. Advanced also conducts random and incident related drug testing. All licensed technicians are required to complete an FBI and DOJ fingerprinting screening process to obtain a Structural Pest Control License.

Training

All of our service technicians are required to have field Rep Licenses in Branch II and III. They also have QAL Licenses that allows them to treat for problems that occur away from the structure. Our commercial technicians are trained and certified in IPM, LEED, and EPA compliant. Technicians receive classroom and field training on a monthly basis. Advanced technicians also undergo regular blind audits to ensure proper servicing and quality expectations. Employees are required to show proficiency in the following areas:

- General Pest Control
- Wildlife Management
- Commercial Facility Inspection
- Specialized training needed to conduct services at various sites
- Safe handling and mixing of chemicals
- Spill Control
- How to use a fire extinguisher
- Safe driving techniques
- Safe Lifting
- Heat Stress
- Personal Protection Equipment
- How to read and use a label and MSDS
- Working in confined spaces
- Laws and Regulations SPCB
- Rodent, Bird, and Bat Proofing
- Wasp Biology and Control
- Wood Destroying Organisms
- Weed abatement
- Storm Water Protection
- Principals of IPM
- LEED Certification training
- Calibration

Service Levels

Advanced IPM specializes in commercial and professional work environments. We recognize the sensitivity of sites that are included in this market. We also understand the local laws and ordinances that are unique to California. These injunctions such as the EPA issued Endangered Species program for the bay area, are important regulations. Advanced is keenly in tune with the necessary adjustments to remain compliant and still gain control for our clients. Advanced IPM offers an integrated pest management approach. We have been practicing these techniques before it was the standard. As our valued service partner and client, we ensure minimal interruptions to daily operations. Our technicians are available 24hrs a day, and have a minimum 4hr response period to address any pest control issues. Advanced offers a variety of specialized services including but not limited to:

Bird/ Bat Control
Bed Bug Remediation
Vegetation Management
Fly/ Gnat Service
Service Verification
Bee Removal
Termite Control
Hazard Abatement
LEED Compliance
Yellow-jacket Abatement
Quality Control Programs
General Contracting
Tree/ Shrub Care
Live Animal Trapping
Mosquito Abatement
ESA Compliance
Bar-coding Services

Client Safety Program

Safety Awareness Program

Safety and providing a safe working environment is the responsibility of all employees. All employees are directed to work safely and report any unsafe conditions or unsafe work habits to the safety manager. Safety Manager at Advanced IPM is responsible for implementing injury and illness policies. Any questions or comments regarding our illness and injury program should be directed to Debbie Scott (Safety Manager) or in her absence, Chris Kalsbeek. Debbie Scott has full responsibility and authority to implement this safety program for Advanced IPM. Report all unsafe practices or conditions to the Safety Manager immediately.

Participation

All employees will participate in this program. All employees will be trained upon hire, and or upon the implementation of this plan, as well as take part in all subsequent training.

Disciplinary Policy

Employees who fail to follow safety policies will be disciplined. The initial violation will result in a verbal warning. The second violation will result in a written warning or suspension. The third violation will result in termination. Depending on the severity of the violation the management reserves the right to speed up the process of discipline up to and including termination.

Report Hazards

All employees will report all unsafe conditions, work habits, equipment and other hazards to responsible party immediately. This can be done orally or by using the "Unsafe Conditions Form". Employees may turn in this form to their supervisor, the designated Safety Person. No employee will be penalized for reporting any unsafe condition.

Identifying Hazards

Initially: Prior to starting work at any job site, field employees will walk through their job site to identify potential hazards, and to familiarize themselves with their work area.

Daily: All field employees will check their truck and equipment to see that it is in safe working order prior to leaving the shop/house. Any unsafe vehicle or equipment will not leave the yard and must be reported to management/mechanic immediately.

Quarterly: All vehicles, chemical shed, office and shop will be evaluated for potential work hazard.

Records

Records will be kept in the office for Three years. See the Safety Manager for details as to the specific locations.

References

School District Buckeye School District
Address PO Box 4768 El Dorado Hills, CA 95762
Contact: Ray Boike
Phone Number 530-676-0164

School District Pittsburg Unified School District
Address 2000 Railroad Avenue Pittsburg, CA 94565
Contact: Matt Belasco
Phone Number 925-473-2362

School District South SF Unified School District
Address 398 B Street South San Francisco, CA 94080
Contact: Garzetta Billingslea
Phone Number 650-877-8625

School District Stockton Unified School District
Address 701 N. Madison Street Stockton, CA 95202
Contact: Damon Brown
Phone Number 209-993-3146

II. ADVANCED CARE OVERVIEW

Advanced Care is designed to:

- Provide the best in **pest protection**
- Incorporate sound principles of **Integrated Pest Management (IPM)**
- Deliver the Advanced **CARE** difference - **C**onsistent, **A**ccountable, **R**esponsive and **E**ffective pest management solutions

School districts are prime targets for pest infestations. These pests carry disease, damage products, compromise critical environments and tarnish reputations. Through careful inspection, intelligent treatment strategies and our partnership with our clients to eliminate pest-conducive conditions, Advanced Care provides the confidence that you are protected by the very best.

Integrated Pest Management

Our service strategy is aggressive, leverages an exhaustive arsenal of pest management tools and combines innovative methods with intelligence to target pests at their source. Methods include inspection, sanitation, mechanical, biological, cultural, education and the use of pest management materials only when necessary.

Prevention and inspection are the cornerstones of IPM. Advanced IPM Specialists are specifically trained to identify conditions that attract and support pest activity. Recommendations and proactive strategies to prevent pest infestations are a standard part of our Advanced Care program.

Our objective is to deliver results without disrupting your operations and without putting you, your employees, your students or the environment at risk. With Advanced IPM and Advanced Care, delivering results in educational facilities will be accomplished with a "green" approach.

Consistent Quality

Advanced IPM's Advanced Care program consistently delivers the level of attentive service and documentation required to satisfy the toughest requirements. Through specialized training that drives consistent, high-quality service; a go-to person for getting it done; and appropriate resources when you need them, you can be assured we will deliver through our highly knowledgeable team.

Consistent Communication and Documentation

As an innovator in providing unparalleled pest management solutions, Advanced IPM utilizes an electronic data reporting system. Electronic verification gives us the ability to deliver a wide range of solutions for communication, documentation and the monitoring of your program's effectiveness.

- Electronic service reports capture essential service details including pest activity, types of pests, sanitation and structural deficiencies, materials used, time and date of service.

- Web-based data allows designated client employees to access service details on a secured site, view trend reports and generate customized summary reports

High-Touch Account Management

Advanced IPM's Advanced Care account management structure guarantees service follow-up and issue resolution. Program changes are handled with professionalism and attention to detail. We dedicate a strategic account resource to mobilize and coordinate our resources and synchronize our service delivery with the goals and objectives of your organization. Our emphasis on proactive communication and closing the loop is backed by an extensive, local and regional network that delivers quick and effective resolution to any issues.

Emergency Response

Advanced IPM is available 24 hours a day and has a policy to respond to any emergency calls in under 2 hours. Our normal office hours are Monday through Saturday 7-5pm and we are available via email any time beyond that. Our technicians are not hourly employees and work whatever hours are necessary to complete a job. This is extremely helpful when staff and tenants are not able to be disrupted for service. We can service before and after hours for the convenience of your personnel.

Stefani Williams - Client Care Specialist
916-786-2404
swilliams@advancedipm.com

III. SCOPE OF PROPOSED SERVICE

General Pest Control

Exterior

1. Exterior service will be rendered monthly.

2. A visual inspection and evaluation will be performed on all buildings, and adjacent areas on a routine basis. Conditions that may result in pest activity will be documented and brought to the attention of our contact person.

3. Residual treatments will only be applied after all postings and notifications are complete.

4. Tamper resistant bait stations will be placed on the exterior of the property to monitor and reduce rodent activity on an as needed basis. Devices will be bar-coded and inspected monthly.

Interior

1. Interior service will be rendered monthly.

2. The interior of the kitchens & food prep areas will be inspected each service visit for conditions that may result in pest activity, all findings will be documented and communicated to our point of contact.

3. Insect monitors will be bar coded and used in strategic locations to monitor activity in kitchens, food prep areas, break rooms, bathrooms, and offices. Devices will be monitored monthly.

4. Residual treatments will only be applied after all postings and notifications are complete.

Covered Pests: Ants, Earwigs, Crickets, Centipedes, Silverfish, Stored Food Pests, Spiders, Fleas, Roaches, Wasps (Nesting), Rodents

IV. HEALTHY SCHOOLS ACT

EFFECTIVE JANUARY 1, 2001
It is the policy of the state that effective least toxic pest management practices should be the preferred method of managing pests at school sites and that the state, in order to reduce children's exposure to toxic pesticides, shall take the necessary steps, pursuant to this article, to facilitate the adoption of effective least toxic pest management practices at school sites.

School sites are defined as K-12 public schools and public daycare centers. Exempt from this law are post-secondary schools, private schools and private daycare centers

"For purposes of this article, "integrated pest management" means a pest management strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using non-chemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment, are used only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds. This definition shall apply only to integrated pest management at school facilities."

- This initial portion described above is voluntary to each school. Each school may choose to adopt this state program, reject this state program, or to adopt a more stringent program.
- Also keep in mind that these new statutes apply not only to general pest, ornamental and horticultural pest control but also to treatments for wood destroying pests and organisms.
- All of the Sections which follow are mandatory (NOT Voluntary):

School Pesticide Notice to Parents:
The school site shall maintain pesticide use records for 4 years, and said information shall be made available to the public.
A copy of the "Warning Sign" (described below) or the content therein and the total amount of material used shall be maintained by the school. So by default pest management professionals need to provide this information to their school customers.
Annually school sites shall notify parents of what products will be used during the next year.
The annual notice to parents shall include the opportunity for recipients to register with the school district if they wish to receive notification of individual pesticide applications at the school facility.
Persons who register for such notification shall be notified of individual pesticide applications at least 72 hours prior to the application.
The school district designee shall post each area of the school site where pesticides will be applied with a warning sign.

- The warning sign shall prominently display the term "Warning/Pesticide Treated Area" and shall include
  - product name
  - manufacturer's name

- United States Environmental Protection Agency's product registration number
- intended date and areas of application
- reason for the pesticide application

- The warning sign shall be visible to all persons entering the treated area
  - shall be posted 24 hours prior to the application
  - remain posted until 72 hours after the application
  - in case of a pest control emergency, the warning sign shall be posted immediately upon application and shall remain posted until 72 hours after the application.
- "Emergency conditions" are those, which the school defines as the immediate use of pesticides, are necessary to protect health and safety.

The parental notification and recordkeeping requirements for schools shall not apply to self-contained bait or trap, to gel or paste deployed as a crack and crevice treatment, pesticides exempted from regulation by the United States Environmental Protection Agency pursuant to FIFRA or to antimicrobil pesticides, including sanitizers and disinfectants.

DPR shall, (pursuant to 13183) by July 1, 2001, promote and facilitate the voluntary adoption of integrated pest management programs for school districts

(1) Develop criteria for identifying and adopting least-hazardous pest control practices

(2) Develop a model IPM program guidebook: at a minimum, this guidebook shall include guidance on all of the following:

(A) Adopting an IPM policy.

(B) Selecting and training an IPM coordinator.

(C) Identifying and monitoring pest populations and damage.

(D) Establishing a community-based school district advisory committee.

(E) Developing a pest management plan for making least-hazardous pest control choices.

(F) Contracting for integrated pest management services.

(G) Training and licensing opportunities.

(H) Establishing a community-based right-to-know standard for notification and posting of pesticide applications.

(I) Recordkeeping and program review.

(b) Make the model program guidebook available to school districts and establish a process for systematically updating the guidebook and supporting documentation.

DPR shall:

- Maintain a website which will include these additional tools.
- Establish a train the trainer program.
- Develop curricula the UC and Cal State system.

What School District and Child Care Staff Need To Know About the Latest Healthy Schools Act Amendments. October 2014.

On September 29, 2014, Governor Brown signed into law Senate Bill 1405 (DeSaulnier). This bill makes amendments to the Healthy Schools Act (HSA) which go into effect on January 1, 2015. These amendments1 are in addition to the current requirements. Under the new law, **public K-12 schools and licensed child care centers (schoolsites)** must meet three new requirements, briefly described below. DPR will be sending more details about the three requirements in the coming months.
By the start of the 2015/2016 school year, if you plan to apply pesticides that are not exempt from the HSA2, you must do the following:

1. Develop an IPM Plan

Use the integrated pest management (IPM) Plan template3 provided by the Department of Pesticide Regulation (DPR) to develop an IPM plan for your school site or school district. The IPM Plan must be posted on the district's or school site's Web site, or, if no Web site exists, sent out to all parents, guardians, and staff with the annual pesticide notice.

2. Report Pesticide Use

Send pesticide use reports not less than annually to DPR for non-HSA exempt pesticides2 applied by school employees. Reports are due no later than January 30 for the previous calendar year's data and must be submitted on a form provided by DPR. The first reports are due January 30, 2016, and will include use from January 1, 2015 to December 31, 2015.
After July 1, 2016, you must do the following if you apply any pesticide:

3. Receive IPM Training

Complete DPR-approved training in school IPM and in the safe use of pesticides in relation to the unique nature of schools and children's health **before** applying a pesticide. Each school site's IPM coordinator and all school or child care center employees who will be applying pesticides must receive this HSA training annually. The approved courses that meet this HSA requirement will be listed on the DPR Web site when available.
Note: Professional applicators must also receive this DPR-approved training **before** applying a pesticide at a school site.

V. INTEGRATED PEST MANAGEMENT PLAN

Reducing pesticide exposure is the number one concern when servicing a school site. Inspection, Sanitation and Exclusion, will be a key factor in our program for your school.
Communication and record keeping will need to be done at each location. Site logs will be placed at each school for fast review of what type of service was done along with Labels and MSDS for each chemical that may be used.

We have developed the following guidelines for our technicians to follow when servicing any school site.

1. Site log will be reviewed for problem areas.
2. Inspection of kitchens, cafeterias, and designated rooms will be made monthly.
3. Recommendations will be made for any sanitation problem (sample service report enclosed).
4. Technician will do Pest proofing when possible for no additional charge. Major exclusion work will be noted by technician on service report for your review. We can do this work for an additional charge.
5. Chemical applications made with self-contained baits; traps, gels or crack and crevice treatment will be applied only when necessary.
6. Any chemical treatment other than above will need to have WARNING signs posted before application can be made (see enclosed sign).
7. All services will be done when children are out of school, unless an emergency situation should occur.

Bait stations & monitors will be installed in areas not contacted or accessible to the children, faculty or staff. These will be used for control of ants, roaches, earwigs, crickets, silverfish, centipedes and a few other crawling insects. Rodent stations will be used only when needed. All stations will be tamper resistant, anchored and tagged with proper identification of bait inside.
Spiders especially black widows are a major concern to us in a school environment. We don't at this time have any bait that work for spiders, so I would like to recommend a low-pressure spot treatment in spring and summer on the exterior with a pyrethrin product. Treatment will be done only if evidence of black widows are present. Treating these areas should reduce the need for applications inside the classrooms.

Proposed IPM Plan Details

A. Proposed Methods for Monitoring and Detection:

We will inspect the property each visit. Findings will be logged and reported to our contact. The sanitation and pest control inspection report is designed to help our customers comply with public health. The report will include:

1. Report the extent and location of any pest problems encountered.

2. To specify actual or potential entry points of rodents or insects.

3. Report structural or environmental deficiencies, serving as actual or potential breeding sites for pests.

4. To note improper storage practices which invites pest harborage and prevents good housekeeping.

5. Report deficiencies in plumbing, ventilation, lighting, cleaning and sanitation.

We will then set up a monitoring system. One of the most important elements of IPM is the continuous cycle of monitoring, control, and evaluation. A good monitoring program will give you information about all aspects of the pest situation and conditions at the site. Monitoring includes the following:

1. Identifying and locating pests

2. Identifying areas of critical sensitivity

3. Estimating size of pest populations

4. Identifying factors that are contributing to the pest problem

B. Description of Non-Chemical and Chemical Pest Control Methods for Key Pests:

Non-Chemical Control for Ants on the exterior

1. Sanitation around the trash areas will be a key component in controlling ants on the exterior. Smoke and break areas will also need to be kept trash free.

2. Recycle bins should be moved away from the buildings.

3. Power wash these areas daily.

4. Water will need to be adjusted; over watering will put ants on the move.

5. Trees that have fruits on the ground should be picked up daily

6. Trees that hang over the buildings should be trimmed back as needed.

7. Pest proofing of entry points leading into the building should be sealed.

Non-Chemical Control for Ants on the interior

1. Sanitation in the food serving and prep areas is key to controlling ants.

2. Remove available food by storing in plastic containers.

3. Clutter in store rooms or offices will create harborage for ants and should be cleaned regularly.

4. Standing water should be mopped up as needed.

5. Vacuuming food particles and other debris should be done 1 to 2 times a day.

6. Crumbs in computer key boards should be removed weekly or as needed.

7. Rinse soda cans before recycling.

8. Power washing of equipment in kitchens should be done no less than monthly.

9. Power washing of food carts, drains, trash rooms/cans/compactors, loading docks.

10. Grease should be cleaned regularly from oven areas.

11. Employees should be asked to help with the problem by not storing food items in their work areas.

12. Indoor plants should be checked for ant nests and removed if infested.

Chemical Control for Ants on the exterior

When a chemical treatment is needed we would first use the least toxic pesticides on our list.

1. Baits would be used in areas that have active ant trails and in void areas.

2. Granular formulation of non-poison insecticide to lawns and shrub areas.

3. Eco IC would be used around the foundation and dumpster areas.

4. Eco aerosol would be used in cracks and crevices that would harborage ants.

If we continue to have a problem with ants we would do a treatment with Termidor SC.

Chemical Control for Ants on the interior

1. Baits would be used in areas that have active ant sightings and voids

2. Niban G would be used in plants that can't be removed.

3. Eco products with the least amount of odor would be used to treat areas that require spraying, trash areas, storerooms, warehouses, and boiler or mechanic rooms.

4. Eco D would be used in voids and ceiling areas.

If we continue to have a problem we would use suspend if approved to treat those areas.

Non-Chemical Control for Rodents on the exterior

1. Exclusion: fill, repair, and /or screen any point of entry 1/4"or more with hardware cloth, IPF foam, stucco patch, door sweeps, rubber seals, steel wool.
2. Cut back trees and pick up any fruit or nuts that have dropped to the ground.
3. Directional fencing-areas that have chain link fencing and surrounded by fields, weave metal strips through the links to prevent rodents from getting through. (This can also be used to funnel rodents to traps or bait stations by leaving holes in strategic places).
4. Do not feed wild animals (bird feeders, cats, etc.)
5. Inspect deliveries before taking into the structure.
6. Set up rodent boxes with T-Rex snap traps inside.

Non-Chemical Control for Rodents on the interior

1. Exclusion on any areas not seen from exterior.
2. Store food in plastic containers.
3. Rotate stored food regularly-use the oldest first.
4. Keep employees from keeping food at their desks.
5. Keep interior perimeter walls accessible for inspection and eliminate rodent harborage.
6. Reduce clutter under sinks, in water heater rooms, and storage areas.
7. Fix plumbing leaks
8. Inspect incoming deliveries again.
9. Set up snap traps or tin cats in areas rodents have been seen.

Chemical Control for Rodents on the exterior

1. Set up rodent bait stations in areas that show rodent activity and areas that could be conducive to rodents.
2. Use Contrac Blox inside.
3. Bait stations will be numbered and secured to the wall, ground, or bricks with stainless steel anchors or cables.

Chemical Control for Rodents on the interior

1. Rodent stations would be set up in areas that show signs of activity or reports from the client of sightings.

2. Contrac Blox would be used inside the stations.

3. The boxes would be set up in areas that would not be seen by the customer. In areas that are in a direct working office we would use glue or snap traps.

Description of any Structural or Operational Changes that would facilitate the Pest Control Effort:

1. Exclusion: fill, repair, and /or screen any point of entry 1/4"or more with hardware cloth, IPF foam, stucco patch, door sweeps, rubber seals, steel wool

2. Cut back trees and pick up any fruit or nuts that have dropped to the ground

3. Do not feed wild animals (bird feeders, cats, etc.)

4. Fix plumbing leaks

5. Cut ivy and other ground cover away from the building approx 12".

6. Dump trash cans daily or more often if needed

7. Make sure trash areas are clean and free of spill

VI. PRICING OVERVIEW

Location and Service Breakdown

Site Location	Address	Frequency	Monthly Cost
First Street Elementary School	1400 First Street	monthly	$77.00
Bus Garage	2701 Nicolaus Road	monthly	$74.00
Sheridan Elementary School	4730 H Street	monthly	$73.00
Twelve Bridges Middle School	770 Westview Drive	monthly	$128.00
LIL' SCHOOLHOUSE	104 L St	quarterly	$70.00
District Office	810 J Street	monthly	$35.00
Glen Edwards Middle School	204 L Street	monthly	$128.00
Creekside Oaks Elementary School	2030 First Street	monthly	$128.00
Phoenix High School	870 J Street	monthly	$48.00
Foskett Ranch Elementary School	1561 Joiner Parkway	monthly	$128.00
Twelve Bridges Elementary School	2450 Eastridge Drive	monthly	$128.00
Lincoln Crossing Elementary	635 Groveland Lane	monthly	$88.00
Lincoln High School	790 J Street	monthly	$108.00
Carlin C. Coppin School	150 E 12th Street	monthly	$83.00
*Scott Leaman Elementary	1200 Brentford Circle	monthly	$128.00

* new school site opening

Equipment:

n/a

WPUSD will own all equipment. In the event equipment is required and approved it would be charged as follows:

- Interior non-toxic devices (Tin Cats) $16.00 each
- Anchored, tamper-resistant bait station (with lock) $22.00 each

Program Excludes: Bed bugs, birds, bats, wood destroying organisms, de-webbing, live animal trapping, and lawn care are all excluded from this scope of service but can be proposed upon request.

The service fees above are for the **Advanced IPM Program** as described in this proposal. These fees include all labor and material necessary to perform the service.

VII. PURCHASE AGREEMENT TERMS

Agreement

The specifications and pricing contained herein shall remain valid for 30 days from the original date printed on this document.

Fees for services may be revised if material change to specifications or other contract elements are requested and/or required due to changes in state/federal laws or local ordinances during the term of this contract. These fee revisions include, but are not limited to, pests covered, frequencies of service and administrative requirements. Additional service requests for pest activity covered under this agreement will be provided by Advanced IPM at no additional charge assuming the structural and/or sanitation deficiencies, if any, have been corrected by the client. If the structural/sanitation deficiencies have not been resolved within 10 days of written notification, Advanced IPM reserves the right to charge additional service fees on a time and material basis for additional service requests between normally scheduled services.

1. Company Cooperation

To ensure maximum effectiveness of your pest control service, your cooperation is necessary. Conditions that are conducive for pests, or unacceptable sanitation are not the responsibility of Advanced IPM. The customer shall take all steps necessary to correct such conditions reported to them. Failure to do so may lead to the cancellation of this agreement.

2. Insurance

Advanced IPM will maintain all appropriate insurances throughout the terms of this agreement. The purpose of this service is to prevent damage by pest; however, it is understood that Advanced IPM will not be held responsible should damage occur.

3. Terms of Agreement and Renewal

This agreement shall be effective for an original period of 12 months. Services cancelled within this agreement period will be subject to a fee equal to 50% of the remaining contract value. After the agreement period, your service will continue automatically on a month to month basis, until cancelled in writing with a 30-day notice. After the agreement period, service fees are subject to change. I/We have read this agreement and hereby authorize Advanced IPM to render a year-round Pest Service if applicable.

4. Payment Terms

Advanced IPM payment terms are NET 30 from date of service unless otherwise agreed to in writing. A charge of 1.5% per month (18% per annum) will be added to any past due accounts. Customer understands that Advanced IPM reserves the right to interrupt for non-payment.

Customer will receive notification prior to service interruption. Failure to pay past due amounts will result in the account being turned over to a collection agency. Client will be obligated to pay outstanding balance along with a collection fee not to exceed $50.00.

5. Proposal Effective Date

This proposal is effective for 30 days from the presentation date.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first above written.

Advanced IPM

Rep License Number: FR54103

Print Name & Title: Joshua Winston

Signature: _____

Date: 06/22/2020

Western Placer Unified School District

Print Name & Title: Audrey Kilpatrick Asst Supt of Business Svs and Operations

Signature: _____

Date: 6/25/20

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:

Ratification of Contract with Teacher Synergy LLC - Lincoln High School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of Business Services and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Site Discretionary/Supplemental Funds

MEETING DATE:

August 4, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is with Teacher Synergy LLC for up to 90 teachers to access 900 resource licenses on TpT School Access. The service will begin on July 13, 2020 and continue until July 13, 2021. The cost for the services is $5,850.00 and will be paid with Site Discretionary and Supplemental Funds.

RECOMMENDATION:

Administration recommends that the Board ratify the contract proposal agreement between Teacher Synergy LLC and Western Placer Unified School District.

TPT School Access™

QUOTE

Company: Teacher Synergy LLC
Attn: School Purchasing Department
PO Box 1411
New York, NY 10276

Date Issued: 06/22/2020
Expiration Date: 07/13/2020

SUBSCRIBER DETAILS:
Customer: Lincoln High School
790 J ST
LINCOLN, CALIFORNIA 95648

Sales Representative	TpT Quote ID
Katie Rivard	Q010744

Account Contact:
Name: Michael Maul
Email Address: mmaul@wpusd.org

Invoicing Contact:
Name: Michael Maul
Email Address: mmaul@wpusd.org

SUBSCRIPTION DETAILS:

USERS	ACCESS LEVEL	SERVICE TERM	FREQUENCY	PRICE
Up to 90	900 Resource Licenses	**Start Date**: 07/13/2020 **Months**: 12	Annual	$5,850.00

PAYMENT TERMS:

Payment Due	Net 30 (from invoice date)
Payment Method	Check
Currency	USD

SUBTOTAL	$5,850.00
Estimated Tax*	Tax Exempt
TOTAL	**$5,850.00**

*Sales tax ultimately charged may differ. The final sales tax amount will be calculated when an invoice is created.

Directions: If you need to reference a purchase order for this order, you can write the PO # in the box to the right and submit your signed PO with this signed Quote.

Purchase Order # (if applicable, for reference only)

Authorized Signature

Name: Audrey Kilpatrick

Title: Asst Supt of Business Svs and Operations

Date: 6/22/20

Terms & Conditions:

This Quote and your use of the TpT School Access Services is governed by our TpT School Access Subscription Terms ("Terms") found at the following URL: http://bit.ly/TpTSchoolAccessTerms which Terms are incorporated by reference into this Quote and together with this Quote and our Privacy Policy form the "Agreement". By signing this Quote, Customer agrees to be bound by this Agreement and the individual signing represents and warrants that he or she is authorized to bind Customer to the Agreement. Customer acknowledges and agrees that any reference to a purchase order in this Quote or any associated invoice is solely for Customer's convenience in record keeping, and no such reference or any delivery of Services to Customer following any issuance of a purchase order shall be deemed as Company's acknowledgement of or agreement to any terms or conditions associated with any such purchase order or in any way be deemed to modify, alter, supersede or supplement the Agreement. The terms and conditions of the Agreement are the exclusive agreement of the parties with respect to the subject matter hereof and no other terms or conditions shall be binding upon Company or otherwise have any force or effect.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.

DISTRICT GLOBAL GOALS

1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
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3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:

Approve Proposal for Advantage Services Between Siemens Industry and WPUSD

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of Business Services

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Routine Repair & Maintenance Budget

MEETING DATE:

August 4, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

Siemens Industry has agreed to provide school site fire hydrant inspection services for Western Placer Unified School District. These services include safety inspections for 52 school site fire hydrants for a term of 5 years. Siemens Industry requires a 30 day written notice to cancel services. The term of this agreement will begin on July 9, 2020 and will cost $13,300.00.

RECOMMENDATION:

Administration recommends the Board ratify the proposal for school site fire hydrant inspection services between Siemens Industry and Western Placer Unified School District.

SIEMENS

Ingenuity for life

PROPOSAL

Western Placer Unified School District

PREPARED BY

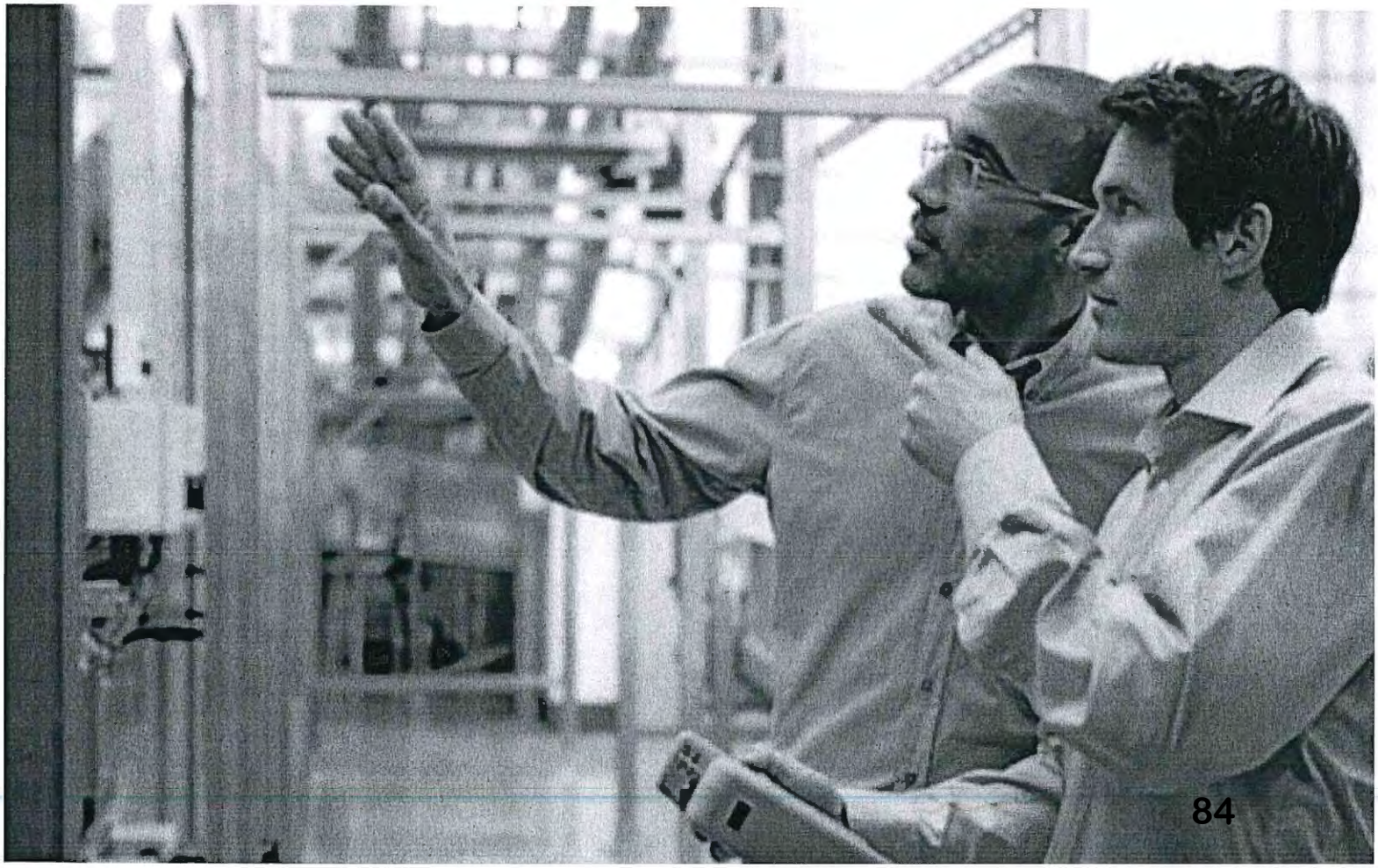
Siemens Industry, Inc.

PREPARED FOR

Western Placer Unified School District

DELIVERED ON

July 09, 2020



SIEMENS
Ingenuity for life

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SIEMENS
Ingenuity for life

Contact Information

Proposal #:	4359489
Date:	July 09, 2020

Sales Executive:	Lisa Tonis
Branch Address:	3650 Industrial Blvd. Suite 100 California , 95691
Telephone:	9168499798
Email Address:	lisa.tonis@siemens.com

Customer Contact:	Stan Brandl
Customer:	Western Placer Unified School District
Address:	2701 Nicolaus Road
	Lincoln, CA 95648
Services shall be provided at:	Various Locations
	Lincoln, CA

SIEMENS
Ingenuity for life

Scope of Work

Price Quoted includes:

1. 5- year testing of (52) fire hydrants throughout the district.

Exclusions

1. Repairs of deficiencies found during inspections.

Sell Price

Total Quote Price	**$13,300.00**

SIEMENS
Ingenuity for life

Payment Terms

Payment Terms Acceptance Agreement

The total price of: $13,300.00 and the estimated return on investment are based on the items outlined in this proposal. ANY statements made herein regarding savings that may be achieved by implementing the services offered in this proposal are estimates only. No warranty, either expressed or implied, shall be construed to arise from such statements, nor shall such statements be construed as constituting a guarantee by Siemens that such savings will occur if the services are implemented.

Terms and Conditions Disclaimer

The Customer acknowledges that when approved by the Customer and accepted by Siemens Industry, Inc.: (i) the Proposal and the Contract Terms and Conditions, (together with any other documents incorporated into the forgoing) shall constitute the entire agreement of the parties with respect to its subject matter (collectively, hereinafter referred to as the "Agreement") and (ii) in the event of any conflict between the terms and conditions of the Proposal and the terms and conditions of The Contract Terms and Conditions, the Contract Terms and Conditions shall control.

BY EXECUTION HEREOF, THE SIGNER CERTIFIES THAT (S)HE HAS READ ALL OF THE TERMS AND CONDITIONS AND DOCUMENTS, THAT SIEMENS OR ITS REPRESENTATIVES HAVE MADE NO AGREEMENTS OR REPRESENTATIONS EXCEPT AS SET FORTH THEREIN, AND THAT (S)HE IS DULY AUTHORIZED TO EXECUTE THE SIGNATURE PAGE ON BEHALF OF THE CUSTOMER.

This Proposal is based on the Siemens Industry, Inc. Standard Terms and Conditions and the "Scope of Work" and are to be considered part of this proposal. Proposal is valid for thirty (30) days from the delivery date of July 09, 2020. Payment is due within 30 days of invoice date.

Payment Terms: 25% mobilization in advance, progress payments
Total: $13,300.00

SIEMENS
Ingenuity for life

Terms & Conditions Link(s)

Terms and Conditions (Click to download)
Terms & Conditions (www.siemens.com/download?A6V10946842)

Attachment A

Riders (Click on rider below to download)
SI Fire Life Safety Rider (www.siemens.com/download?A6V10946164)
SI Mass Notification Rider (www.siemens.com/download?A6V10946167)
SI Monitoring Rider (www.siemens.com/download?A6V10946171)
SI Software License Warranty (www.siemens.com/download?A6V10946180)
SI Consulting Rider (www.siemens.com/download?A6V10946838)

SIEMENS
Ingenuity for life

Signature Page

Proposed by:

Siemens Industry, Inc.

Company

Lisa Tonis

Name

4359489

Proposal #

$13,300.00

Proposal Amount

July 09, 2020

Date

Accepted by:

Western Placer Unified School District

Company

Audrey Kilpatrick

Name (Printed)

Signature

Asst. Supt. Business & Operations

Title

7/9/20

Date

Purchase Order #

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:

Approve Agreement for
Hankin Specialty Elevators, Inc. and
WPUSD

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of Business Services

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Routine Repair & Maintenance Budget

MEETING DATE:

August 4, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

Hankin Specialty Elevators, Inc. has agreed to provide elevator and lift inspection services for Western Placer Unified School District. These services include inspection, testing, repairs and/or replacement of parts necessary to ensure reliable operation at various sites for a term of 1 year. Hankin Specialty Elevators, Inc. requires a 30 day written notice to cancel services. The term of this agreement will begin on July 1, 2020 and will cost $3,150.00.

RECOMMENDATION:

Administration recommends the Board ratify the agreement for school site elevator and lift inspection services between Hankin Specialty Elevators, Inc.and Western Placer Unified School District.

HANKIN SPECIALTY ELEVATORS, INC

Installation • Maintenance • Repair
Residential Elevators • Commercial / Residential Lifts

SERVICE AGREEMENT

This Service Agreement is made effective after receipt by Hankin Specialty Elevators, Inc., a Certified Elevator Company, of a signed and dated original, by and between Hankin Specialty Elevators, Inc. of 3237 Fitzgerald Road, Rancho Cordova, Ca 95742 and:

BILL TO:	Western Placer USD	**LIFT LOCATION:**	Western Placer USD
ADDRESS:	600 Sixth St. 4th Floor	ADDRESS:	Multiple Locations
CITY/STATE/ZIP:	Lincoln, CA. 95648	CITY/STATE/ZIP:	Lincoln, CA. 95648
CONTACT:	Leslie Jodrey	CONTACT:	Leslie Jodrey
PHONE:	916-434-5000	PHONE:	916-434-5000
EMAIL:	ljodrey@wpusd.org	EMAIL:	ljodrey@wpusd.org

*** LIFT LOCATION HOURS OF OPERATION:** _____ - _____	*** APPOINTMENT NEEDED TO SERVICE LIFT?** (ADD $50 EXTRA PER SERVICE IF APPT. NEEDED) YES NO

EQUIPMENT TYPE	MODEL	SERIAL#	ELEVATOR#
Garaventa	LULA		

COST PER UNIT PER VISIT: **$225** NUMBER OF UNITS: **7**

NUMBER OF VISITS PER YEAR: **2** TOTAL MAINTENANCE COST PER YEAR: **$3,150**

TERM OF AGREEMENT: Open ended, **One Year Minimum.** Either party may terminate by giving a 30-day written notice.

DESCRIPTION OF WORK: Inspect, test, and lubricate unit per checklist in service log. Recommend any repairs and /or replacement of parts necessary to ensure reliable operation. Perform annual safety test on Group IV lifts.

REPAIR SERVICE: Hankin Specialty Elevators, Inc. will provide labor at a rate of **$150.00** per hour (3 hr minimum) plus parts at additional cost to make necessary repairs of equipment but after providing a quote for the cost of labor and parts and receiving written authorization to proceed with the repair for the agreed amount.

RATED LOAD TEST: Hankin Specialty Elevators, Inc. will include a rated load test when due, which will be conducted during a regular maintenance visit for each lift.

TERM5 & CONDITIONS: Payment is due for the cost per unit per visit, plus any additional authorized labor and/or parts, after services provided during each visit are complete. This agreement is subject to standard terms and conditions, which are incorporated herein.

Proposed by: Patric Bernard Date Proposed: 7/23/2020

Accepted by (Signature): Date Accepted: 7/23/20

Name and Title of authorized signer: Audrey Kilpatrick Asst Supt of Business Svs and Operations

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

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SUBJECT:

Ratification of Contract with County of Placer and Western Placer Unified School District

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of Business Services and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Reimbursement of Transportation Costs

MEETING DATE:

August 4, 2020

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is with County of Placer for transportation for foster youth. The County of Placer has agreed to provide WPUSD foster youth with transportation to their school of origin. The County of Placer will pay WPUSD as full payment reimbursement for all services rendered. This will include travel, transportation, lodging, meals, supplies, and incidental expenses. The contract is for services from July 1, 2020 to June 30, 2021. The reimbursement from the County of Placer will cover all transportation costs.

RECOMMENDATION:

Administration recommends that the Board ratify the district contract between County of Placer and Western Placer Unified School District.

CONTRACT FOR SERVICES
PLACER COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES

DESCRIPTION:	Transportation for Foster Youth
CONTRACT NO.	**HHS000063**
BEGINS:	July 1, 2020
ENDS:	June 30, 2021
ADMINISTERING AGENCY:	Health and Human Services, Children's System of Care

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This is an Agreement made and operative as of the 1st day of July, 2020, between the COUNTY OF PLACER, through its Health and Human Services Department, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and **Western Placer Unified School District**, hereinafter referred to as "CONTRACTOR."

WHEREAS, COUNTY provides transportation for Foster Youth to their school of origin, and

WHEREAS, CONTRACTOR has foster youth enrolled in their school and has agreed to provide services to assist in this venture as outlined below, and

WHEREAS, it is understood and agreed by and between the parties of this Agreement that they wish to enter into this Agreement in order to provide a full and complete statement of their respective responsibilities in connection with this venture during the term of this Agreement,

Therefore, in consideration of the mutual covenants and agreements of this Agreement, it is understood and agreed by and between the parties as follows:

1. **SERVICES:** CONTRACTOR agrees to provide COUNTY with Transportation for Foster Youth, as set forth in Exhibit A, titled Scope of Services, attached hereto and incorporated herein by this reference.

2. **AMENDMENTS:** This Agreement constitutes the entire Agreement between the parties. Any amendments or changes to this Agreement, including attachments, shall be agreed to in writing, specifying the change(s) and the effective date(s) and shall be executed by duly authorized representatives of both parties. However, in no event shall such amendments create additional liability to COUNTY or provide additional payment to CONTRACTOR except as expressly set forth in this or the amended Agreement.

3. **PAYMENT:** COUNTY will pay to CONTRACTOR as full payment for all services rendered pursuant to this Agreement in the amount set forth in Exhibit B, titled Payment Provisions. The payment specified in Exhibit B shall be the only payment made to CONTRACTOR for services rendered pursuant to this Agreement. This rate shall be inclusive of all CONTRACTOR costs, including, but not limited to travel, transportation, lodging, meals, supplies, and incidental expenses except as otherwise might be specifically set forth in this Agreement. CONTRACTOR shall charge for travel according to the Federal General Services Administration (GSA) guidelines.

4. **OMB 2 CFR Part 200:** Except for agreements that are straight hourly rate or fee for services contracts not built on a submitted Budget, all components of payment billed to COUNTY will be calculated in accordance with the Office of Management and Budget (OMB) 2 CFR Part 200.

5. **INVOICES:**

   5.1. CONTRACTOR shall provide invoices to the COUNTY on a monthly basis, within 30 days of the close of each calendar month with the exception of June billing. For all CEC/Cash Claim contracts, invoices for actual services provided between June 1st and June 15th shall be received by COUNTY by 5pm June 20th, and invoices for actual services provided between June 16th and June 30th shall be received by COUNTY by 5pm July 15th. For all other contracts, invoices for services provided during the month of June shall be received by COUNTY by 5:00 p.m. on July 15th. Exhibit B, titled Payment Provisions shall indicate if this

contract is reimbursed with funds from the CEC/Cash Claim. COUNTY will review, approve, and pay all valid invoices within 30 days of receipt. In the event of multiple invoices being submitted to the COUNTY at one time or insufficient documents supporting an invoice, payment by the COUNTY may be delayed beyond the 30 day timeline.

5.2. Invoices for payment shall be submitted to the following address, shall be on the Sample Invoice provided by COUNTY or on CONTRACTOR'S letterhead and shall include the contract number, the CONTRACTOR name and remittance address, a unique invoice number, a detailed list of expenses with dollar amounts and backup documentation to support each expense should be attached to the invoice. Client personally identifiable information (PII) and protected health information (PHI) should not be submitted as backup documentation unless it is legally permissible and there is a necessary business need. When submitting invoices electronically when there is a business need to include PII or PHI, emails should be encrypted:

Placer County HHS Fiscal
Attn: Accounts Payable
3091 County Center Drive, Suite 290
Auburn, CA 95603
Email: HHSPayables@placer.ca.gov

5.3. Payment Delay. Notwithstanding any other terms of this Agreement, no payments will be made to CONTRACTOR until COUNTY is satisfied that work of such value has been rendered pursuant to this Agreement. However, COUNTY will not unreasonably withhold payment and, if a dispute exists, the withheld payment shall be proportional only to the item in dispute.

6. **EXHIBITS:** All exhibits referred to in this Agreement, and/or identified in the list of exhibits following the signature page, and / or otherwise attached to the Agreement are hereby incorporated herein by this reference and collectively, along with this base document, form the Agreement. In the event of any conflict or inconsistency between provisions contained in the base agreement or exhibits such conflict or inconsistency shall be resolved by giving precedence according to the following priorities: Exhibit A, Exhibit B, base agreement, then followed by any remaining exhibits. Responsibilities and obligations mandated by federal or state regulations or otherwise at law shall be liberally construed to meet legal requirements. Responsibilities and services of CONTRACTOR identified in more than one location will be construed such that the provisions mandating the greater obligations shall control.

7. **FACILITIES, EQUIPMENT AND OTHER MATERIALS:** Except as otherwise specifically provided in this Agreement, CONTRACTOR shall, at its sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Agreement. At COUNTY'S discretion, COUNTY may make equipment or facilities available to CONTRACTOR for CONTRACTOR'S use in furtherance of this Agreement only where a COUNTY Facility or Equipment exhibit is attached to this Agreement identifying the equipment or facilities to be used by CONTRACTOR'S personnel. If COUNTY funds equipment as part of this contract, COUNTY will retain Equipment.

8. **ACCOUNTING REQUIREMENTS:** CONTRACTOR shall comply with all applicable COUNTY, State, and Federal accounting laws, rules and regulations. CONTRACTOR shall be required to establish and maintain accounting systems and financial records that accurately account for and reflect all Federal funds received, including all matching funds from the State, COUNTY and any other local or private organizations. CONTRACTOR'S records shall reflect the expenditure and accounting of said funds in accordance with all State laws and procedures for expending and accounting for all funds and receivables, as well as meet the financial management standards in 45 CFR Part 92 and in the Office of Management and Budget 2 CFR Part 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards."

9. **RIGHT TO MONITOR AND AUDIT:** COUNTY, State and Federal Governments shall have the right to monitor all work performed under this Agreement to assure that all-applicable State and Federal regulations are met. COUNTY, State and Federal Governments shall have the right to audit all work, records and procedures related to this Agreement to determine the extent to which the program is achieving its purposes and performance goals. COUNTY will have the right to review financial and programmatic reports and will notify CONTRACTOR of any potential Federal and/or State exception(s) discovered during such examination. COUNTY will follow-up and ensure that the CONTRACTOR takes timely and appropriate action on all deficiencies.

10. **LIMITATION OF COUNTY LIABILITY FOR DISALLOWANCES:**

    10.1. Notwithstanding any other provision of the Agreement, COUNTY will be held harmless by CONTRACTOR from any Federal or State audit disallowance and interest resulting from payments made to CONTRACTOR pursuant to this Agreement, less the amounts already submitted to the State for the disallowed claim.

    10.2. To the extent that a Federal or State audit disallowance and interest results from a claim or claims for which CONTRACTOR has received reimbursement for services provided, COUNTY will recoup within 30 days from CONTRACTOR through offsets to pending and future claims or by direct billing, amounts equal to the amount of the disallowance plus interest in that fiscal year, less the amounts already remitted to the State for the disallowed claim. All subsequent claims submitted to COUNTY applicable to any previously disallowed claim may be held in abeyance, with no payment made, until the Federal or State disallowance issue is resolved.

    10.3. CONTRACTOR shall reply in a timely manner, to any request for information or to audit exceptions by COUNTY, State and Federal audit agencies that directly relate to the services to be performed under this Agreement.

    10.4. CONTRACTOR will cooperate with COUNTY in any challenge of a disallowance by a Federal or State agency.

11. **CONTRACT TERM:** This Agreement shall remain in full force and effect from July 1, 2020 through June 30, 2021. Contract provisions that contain report deadlines or record obligations which occur after contract termination survive as enforceable continuing obligations.

12. **CONTINGENCY OF FUNDING:**

    12.1. Funding or portions of funding for this Agreement may be directly contingent upon state or federal budget approval; receipt of funds from, and/or obligation of funds by, the State of California or the United States Government to COUNTY; and inclusion of sufficient funding for the services hereunder in the budget approved by COUNTY'S Board of Supervisors for each fiscal year covered by this Agreement. If such approval, funding or appropriations are not forthcoming, or are otherwise limited, COUNTY may immediately terminate or modify this CONTRACT without penalty. Except in COUNTY'S sole discretion, which discretion may be limited at law, CONTRACTOR agrees and understands that in no event will any of COUNTY'S obligations under this Agreement be funded from any other COUNTY funding source.

    12.2. Any adjustments in funding shall be made through a written contract amendment, and shall include any changes required to the Scope of Services in response to modifications in funding. The amount of such adjustment shall not exceed any augmentation or reduction in funding to COUNTY by the County of Placer Board of Supervisors, State and/or the United States government. Amendments issued in response to adjustments in funding shall be considered fully executed when approved by the CONTRACTOR and COUNTY. CONTRACTOR understands that any such amendments to this Agreement may not reflect the entire amount of any augmentation or reduction in funding provided to COUNTY for the subject services.

13. **TERMINATION:**

13.1. COUNTY will have the right to terminate this Agreement at any time without cause by giving thirty (30) days' notice, in writing, of such termination to CONTRACTOR. If the COUNTY gives notice of termination for cause, CONTRACTOR shall immediately cease rendering service upon receipt of such written notice. Such notice shall be personally served or given by United States Mail.

13.2. In the event COUNTY terminates this Agreement, CONTRACTOR shall be paid for all work performed and all reasonable allowable expenses incurred to date of termination. Should there be a dispute regarding the work performed by CONTRACTOR under this Agreement, COUNTY will pay CONTRACTOR the reasonable value of services rendered by CONTRACTOR to the date of termination pursuant to this Agreement not to exceed the amount documented by CONTRACTOR and approved by COUNTY as work accomplished to date; provided, however, that in no event shall any payment hereunder exceed the amount of the Agreement specified in the Payment section herein, and further provided, however, COUNTY will not in any manner be liable for lost profits which might have been made by CONTRACTOR had CONTRACTOR completed the services required by this Agreement. In this regard, CONTRACTOR shall furnish to COUNTY such financial and other information as in the judgment of the COUNTY is necessary to determine the reasonable value of the services rendered by CONTRACTOR. The foregoing is cumulative and does not affect any right or remedy which COUNTY may have in law or equity.

13.3. CONTRACTOR may terminate its services under this Agreement upon sixty (60) calendar days' advance written notice to the COUNTY.

14. **STANDARD OF PERFORMANCE:** CONTRACTOR shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONTRACTOR is engaged in the geographical area in which CONTRACTOR practices its profession. All products or services of whatsoever nature which CONTRACTOR delivers to COUNTY pursuant to this Agreement shall be prepared in a substantial first class and workmanlike manner and conform to the standards or quality normally observed by a person practicing in CONTRACTOR'S profession. CONTRACTOR shall assign only competent personnel to perform services pursuant to this Agreement. In the event that COUNTY, in its sole discretion, desires the removal of any person or persons assigned by CONTRACTOR to perform services pursuant to this Agreement, CONTRACTOR shall remove any such person immediately upon receiving notice from COUNTY.

15. **LICENSES, PERMITS, ETC.:** CONTRACTOR represents and warrants to COUNTY that it has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for CONTRACTOR and/or its employees to practice its/their profession. CONTRACTOR represents and warrants to COUNTY that CONTRACTOR shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, and approvals which are legally required for CONTRACTOR and/or its employees to practice its/their profession at the time the services are performed.

16. **RECORDS:**

16.1. This provision is intended to provide the minimum obligations with respect to records. If provisions contained elsewhere in this Agreement, or at law, provide greater obligations with respect to records or information, those obligations control. For purposes of this provision "records" is defined to mean any and all writings, as further defined in California Evidence Code section 250, whether maintained in paper or electronic form, prepared by or received by CONTRACTOR, in relation to this Agreement.

16.2. CONTRACTOR shall maintain, at all times, complete detailed records with regard to work performed under this Agreement in a form acceptable to COUNTY. CONTRACTOR agrees

to provide documentation or reports, compile data, or make its internal practices and records available to COUNTY or personnel of authorized state or federal agencies, for purpose of determining compliance with this Agreement or other applicable legal obligations. COUNTY will have the right to inspect or obtain copies of such records during usual business hours upon reasonable notice.

16.3. Upon completion or termination of this Agreement, COUNTY may request CONTRACTOR deliver originals or copies of all records to COUNTY. COUNTY will have full ownership and control of all such records. If COUNTY does not request all records from CONTRACTOR, then CONTRACTOR shall maintain them for a minimum of four (4) years after completion or termination of the Agreement. If for some reason CONTRACTOR is unable to continue its maintenance obligations, CONTRACTOR shall give notice to COUNTY in sufficient time for COUNTY to take steps to ensure proper continued maintenance of records.

16.4. If Agreement is state or federally funded, CONTRACTOR shall be subject to the examination and audit of the California State Auditor for a period of three years after final payment under contract (Government Code, Section 8546.7). Should COUNTY or any outside governmental entity require or request a post-contract audit, record review, report, or similar activity that would require CONTRACTOR to expend staff time and/or resources to comply, CONTRACTOR shall be responsible for all such costs incurred as a result of this activity.

17. **BACKGROUND CHECK:** CONTRACTOR accepts responsibility for determining and approving the character and fitness of its employees (including volunteers, agents or representatives). Completion of a satisfactory livescan will also be needed if legally required. CONTRACTOR further agrees to hold COUNTY harmless from any liability for injuries or damages (as outlined in the hold harmless clause contained herein) resulting from a breach of this provision or CONTRACTOR'S actions in this regard.

18. **INDEPENDENT CONTRACTOR:** In the performance of this Agreement, CONTRACTOR, its agents and employees are, at all times, acting and performing as independent contractors, and this Agreement creates no relationship of employer and employee as between COUNTY and CONTRACTOR. CONTRACTOR agrees neither it nor its agents and employees have any rights, entitlement or claim against COUNTY for any type of employment benefits or workers' compensation or other programs afforded to COUNTY employees. CONTRACTOR shall be responsible for all applicable State and Federal income, payroll and taxes and agrees to provide any workers' compensation coverage as required by California State laws.

19. **INSURANCE and INDEMNIFICATION REQUIREMENTS:** See Exhibit C for insurance requirements for this Agreement. The COUNTY'S insurance requirements are a material provision to this Agreement.

20. **CONFIDENTIALITY of RECORDS and INFORMATION:**

20.1. CONTRACTOR agrees to maintain confidentiality of information and records as required by applicable Federal, State and local laws, regulations and rules. CONTRACTOR shall not use or disclose confidential information other than as permitted or required by this Agreement and will notify COUNTY of any discovered instances of breaches of confidentiality. CONTRACTOR shall ensure that any subcontractors' agents receiving confidential information related to this Agreement agree to the same restrictions and conditions that apply to CONTRACTOR with respect to such information. CONTRACTOR agrees to hold COUNTY harmless from any breach of confidentiality, as set forth in the hold harmless provisions contained herein.

20.1.1. HIPAA/ Protected Health Information. If CONTRACTOR is a covered entity under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) or the HIPAA Business Associate Agreement (BAA) Addendum is included as part of this Agreement, it is obliged to comply with applicable requirements of law and subsequent amendments relating to any protected health information, as well as any

task or activity CONTRACTOR performs on behalf of COUNTY, to the extent COUNTY would be required to comply with such requirements. If this Agreement has been determined to constitute a business associate relationship under HIPAA and the HIPAA regulations, CONTRACTOR is the Business Associate of COUNTY and agrees to the HIPAA Business Associate Agreement (BAA) Addendum exhibit attached to this Agreement.

20.1.2. 42 C.F.R. Part 2/ Drug and Alcohol Abuse Records. If CONTRACTOR is a covered program under the Confidentiality of Alcohol and Drug Abuse Patient Records Act, 42 C.F.R. Part 2 or signs the Qualified Service Organization Agreement (QSOA), it is obliged to comply with applicable requirements of law and subsequent amendments relating to any protected health information and patient identifying information, as well as any task or activity CONTRACTOR performs on behalf of COUNTY, to the extent COUNTY would be required to comply with such requirements. If this Agreement has been determined to constitute a qualified service organization relationship under 42 C.F.R. Part 2 and the 42 C.F.R. Part 2 regulations, CONTRACTOR is the Qualified Service Organization of COUNTY and agrees to enter into the Qualified Service Organization Agreement (QSOA) Addendum contained as an exhibit to this Agreement.

21. **CONFLICT OF INTEREST:** CONTRACTOR certifies that it has no current business or financial relationship with any COUNTY employee or official, or other COUNTY contract provider that could create a conflict with this Agreement and will not enter into any such business or financial relationships during the period of this Agreement. CONTRACTOR attests that its employees and the officers of its governing body shall avoid any actual or potential conflicts of interest, and that no officer or employee who exercises any functions or responsibilities in connection with this Agreement shall have any legally prohibited personal financial interest or benefit which either directly or indirectly arises out of this Agreement. CONTRACTOR shall establish safeguards to prohibit employees or officers from using their positions for a purpose which could result in legally prohibited private gain, or gives the appearance of being motivated for legally prohibited private gain for themselves or others, particularly those with whom they have family, business, or other ties. CONTRACTOR certifies that no official or employee of the COUNTY, nor any business entity in which an official of the COUNTY has an interest, has been employed or retained to solicit or aid in the procuring of this Agreement. In addition, CONTRACTOR agrees that no such person will be employed in the performance of this Agreement without immediately notifying the COUNTY.

22. **CONTRACT ADMINISTRATOR:**

22.1. ADMINISTRATOR will provide consultation and technical assistance in monitoring the terms of this Agreement

22.2. ADMINISTRATOR is responsible for monitoring the performance of the CONTRACTOR in meeting the terms of this Agreement, for reviewing the quality of CONTRACTOR services, notifying CONTRACTOR of performance deficiencies, and pursuing corrective action to assure compliance with contract requirements.

22.3. ADMINISTRATOR may be revised from time to time, at the discretion of the COUNTY. Any change in ADMINISTRATOR will be provided to CONTRACTOR by written notice. At contract commencement, the ADMINISTRATOR will be:

Alissa Sykes, Health and Human Services Program Manager
Placer County Children's System of Care
11716 Enterprise Drive
Auburn, CA 95603
530/889-6752

23. **NOTICES:** All notices required or authorized by this Agreement shall be in writing and shall be deemed to have been served if delivered personally or deposited in the United States Mail, postage prepaid and properly addressed as follows. Changes in contact person or address information shall be made by notice, in writing, to the other party.

If to COUNTY: Jeffrey S. Brown, Director
Placer County Dept. of Health and Human Services
3091 County Center Drive, Suite 290
Auburn, CA 95603

If to CONTRACTOR: Western Placer Unified School District
Attn: Audrey Kilpatrick, Assistant Superintendent Business & Operations
600 Sixth Street, Suite 400
Lincoln, CA 95648

24. **NONDISCRIMINATION:** During the performance of this Agreement, CONTRACTOR shall comply with all applicable Federal, State and local laws, rules, regulations and ordinances, including the provisions of the Americans with Disabilities Act of 1990, and Fair Employment and Housing Act, and will not unlawfully discriminate against employees, applicants or clients because of race, sex, sexual orientation, color, ancestry, religion or religious creed, national origin or ethnic group identification, mental disability, physical disability, medical condition (including cancer, HIV and AIDS), age (over 40), marital status, or use of Family and Medical Care Leave and/or Pregnancy Disability Leave in regard to any position for which the employee or applicant is qualified.

25. **ASSIGNMENT:** CONTRACTOR shall not assign or sub-contract, in whole or part, any of its rights, duties, services or obligations arising under this Agreement without written consent of COUNTY. The terms of this Agreement shall also apply to any subcontractor(s) of CONTRACTOR.

26. **NON-EXCLUSIVITY:** Nothing herein is intended nor shall be construed as creating any exclusive arrangement with CONTRACTOR. This Agreement shall not restrict COUNTY from acquiring similar, equal or like goods and/or services from other entities or sources. CONTRACTOR shall only provide those services as requested by COUNTY and COUNTY may cancel any service request.

27. **TIME OF PERFORMANCE:** CONTRACTOR agrees to complete all work and services in a timely fashion.

28. **ENTIRETY OF AGREEMENT:** This Agreement contains the entire agreement of COUNTY and CONTRACTOR with respect to the subject matter hereof, and no other agreement, statement, or promise made by any party, or to any employee, officer, or agent of any party which is not contained in this Agreement shall be binding or valid.

29. **GOVERNING LAW AND VENUE:** The parties enter into this Agreement in the County of Placer, California and agree to comply with all applicable laws and regulations therein. The laws of the State of California shall govern its interpretation and effect. For litigation purposes, the parties agree that the proper venue for any dispute related to the Agreement shall be the Placer County Superior Court or the United States District Court, Eastern District of California.

30. **CONTRACTOR NOT AGENT:** Except as COUNTY may specify in writing CONTRACTOR shall have no authority, express or implied, to act on behalf of COUNTY in any capacity whatsoever as an agent. CONTRACTOR shall have no authority, express or implied pursuant to this Agreement to Bind COUNTY to any obligation whatsoever.

//Signatures on following page

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement as of the day first above stated:

WESTERN PLACER UNIFIED SCHOOL DISTRICT ("CONTRACTOR")	COUNTY OF PLACER ("COUNTY")
Audrey Kilpatick Audrey Kilpatick (Jul 23, 2020 09:57 PDT) Signature	Jeffrey S. Brown Jeffrey S. Brown, Director, Department of Health & Human Services
Audrey Kilpatick Print Name	Date: Jul 23, 2020
Asst. Supt. Business & Operations	
Date: Jul 23, 2020	
	Approved as to Form Office of Placer County Counsel
	Renju Jacob Renju Jacob (Jul 23, 2020 15:51 PDT)
	Date: Jul 23, 2020

EXHIBITS:

Exhibit A – Scope of Services
Exhibit B – Payment Provisions
Exhibit C – Insurance and Indemnification Requirements
Exhibit D – Federally Funded Contracts
Exhibit E – Certification Regarding Lobbying
Exhibit F – Assurance of Compliance Agreement

EXHIBIT A

SCOPE OF SERVICES

Public Law 110-351 – The Fostering Connections to Success and Increasing Adoptions Act of 2008 - is a comprehensive reform effort to make sure that youth in foster care have their day-to-day physical, mental, and emotional needs met; that they have the greatest chance to grow up in permanent and supportive homes; and that they have the opportunity to grow into self-sufficient, successful adults. In accordance with All-County Letter (ACL) 11-51 from the California Department of Social Services (CDSS), this agreement is an effort to assist school districts in complying with this law.

One of the policy changes that Public Law 110-351 provides is important supportive services to foster youth, including transportation to the school of their origin. When children are separated from their homes, finding care with relative or non-relative (but close and familiar) family homes is paramount. At times, these homes are not within their local School District, known as the "school of origin". Placer County Children's System of Care, in compliance with this law has a need to support the ongoing transport of foster children who are returning to their district of origin from a foster care placement that is out of their district. School districts are making efforts to provide this service, and CDSS has recommended that Schools and Child Welfare Authorities make agreements for the expenditure of Title IV-E funds for this purpose.

The COUNTY will coordinate with school districts liaisons when there are foster children that need transportation from outside of their district. CONTRACTOR may use their own transportation or subcontract to a transportation agency. Where possible, the lowest cost alternative will be chosen.

EXHIBIT B

PAYMENT PROVISIONS

Rates may change within 10% of rate listed in this agreement with written approval of the County Contract Administrator and the Revenue and Budget Program Manager.

COUNTY will reimburse CONTRACTOR for actual cost of transportation. Transportation options can include, but are not limited to, the CONTRACTOR'S own district transportation with adjusted routes, public transportation, or private transportation services (such as Medi-Cab, Macy Transportation, etc.). CONTRACTOR has an obligation to the COUNTY to seek out the lowest cost for transportation, including when using private or public alternatives to meet the transportation needs of the foster youth.

When transporting the foster youth, CONTRACTOR shall include mileage log, including school of origin and the school of residence, with each invoice. When private or public transportation alternatives are used, CONTRACTOR shall include copies of all receipts of payment, which should include documentation referencing the provider's rate(s), mileage log, and include school of origin and the school of residence, with each invoice.

FY 2020-21

Western Placer Unified School District Internal Transportation Rates

$3.00/mile plus service charges

$36.00/hour

MediCab Transport Rates

$1.50/mile plus service charges

Service	Charge
Round-Trip Transportation	$60
One-Way Transportation	$40
Cancellation	$40

EXHIBIT C

PLACER COUNTY INSURANCE AND INDEMNITY REQUIREMENTS

CONTRACTOR shall file with COUNTY concurrently herewith a Certificate of Insurance, in companies acceptable to COUNTY, with a Best's Rating of no less than A-:VII evidencing all coverages, limits, and endorsements listed below:

1. HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The CONTRACTOR hereby agrees to protect, defend, indemnify, and hold PLACER COUNTY free and harmless from any and all losses, claims, liens, demands, and causes of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interest, court costs, legal fees, and all other expenses incurred by PLACER COUNTY arising in favor of any party, including claims, liens, debts, personal injuries, death, or damages to property (including employees or property of the COUNTY) and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, in connection with or arising directly or indirectly out of, the contract or agreement. CONTRACTOR agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demand, or suit at the sole expense of the CONTRACTOR. CONTRACTOR also agrees to bear all other costs and expenses related thereto, even if the claim or claims alleged are groundless, false, or fraudulent. This provision is not intended to create any cause of action in favor of any third party against CONTRACTOR or the COUNTY or to enlarge in any way the CONTRACTOR'S liability but is intended solely to provide for indemnification of PLACER COUNTY from liability for damages or injuries to third persons or property arising from CONTRACTOR'S performance pursuant to this contract or agreement.

As used above, the term PLACER COUNTY means Placer County or its officers, agents, employees, and volunteers.

2. INSURANCE:

CONTRACTOR shall file with COUNTY concurrently herewith a Certificate of Insurance, in companies acceptable to COUNTY, with a Best's Rating of no less than A-:VII showing.

3. WORKER'S COMPENSATION AND EMPLOYERS LIABILITY INSURANCE:

Worker's Compensation Insurance shall be provided as required by any applicable law or regulation. Employer's liability insurance shall be provided in amounts not less than one million dollars ($1,000,000) each accident for bodily injury by accident, one million dollars ($1,000,000) policy limit for bodily injury by disease, and one million dollars ($1,000,000) each employee for bodily injury by disease.

If there is an exposure of injury to CONTRACTOR'S employees under the U.S. Longshoremen's and Harbor Worker's Compensation Act, the Jones Act, or under laws, regulations, or statutes applicable to maritime employees, coverage shall be included for such injuries or claims.

Each Worker's Compensation policy shall be endorsed with the following specific language:

Cancellation Notice - "This policy shall not be changed without first giving thirty (30) days prior written notice and ten (10) days prior written notice of cancellation for non-payment of premium to the County of Placer".

Waiver of Subrogation - The workers' compensation policy shall be endorsed to state that the workers' compensation carrier waives its right of subrogation against the County, its officers, directors, officials,

employees, agents or volunteers, which might arise by reason of payment under such policy in connection with performance under this agreement by the CONTRACTOR.

CONTRACTOR shall require all SUBCONTRACTORS to maintain adequate Workers' Compensation insurance. Certificates of Workers' Compensation shall be filed forthwith with the County upon demand.

4. GENERAL LIABILITY INSURANCE:

A. Comprehensive General Liability or Commercial General Liability insurance covering all operations by or on behalf of CONTRACTOR, providing insurance for bodily injury liability and property damage liability for the limits of liability indicated below and including coverage for:

(1) Contractual liability insuring the obligations assumed by CONTRACTOR in this Agreement.

B. One of the following forms is required:

(1) Comprehensive General Liability;
(2) Commercial General Liability (Occurrence); or
(3) Commercial General Liability (Claims Made).

C. If CONTRACTOR carries a Comprehensive General Liability policy, the limits of liability shall not be less than a Combined Single Limit for bodily injury, property damage, and Personal Injury Liability of:

→One million dollars ($1,000,000) each occurrence
→Two million dollars ($2,000,000) aggregate

D. If CONTRACTOR carries a Commercial General Liability (Occurrence) policy:

(1) The limits of liability shall not be less than:

→One million dollars ($1,000,000) each occurrence (combined single limit for bodily injury and property damage)
→One million dollars ($1,000,000) for Products-Completed Operations
→Two million dollars ($2,000,000) General Aggregate

(2) If the policy does not have an endorsement providing that the General Aggregate Limit applies separately, or if defense costs are included in the aggregate limits, then the required aggregate limits shall be two million dollars ($2,000,000).

E. Special Claims Made Policy Form Provisions:

CONTRACTOR shall not provide a Commercial General Liability (Claims Made) policy without the express prior written consent of COUNTY, which consent, if given, shall be subject to the following conditions:

(1) The limits of liability shall not be less than:

→One million dollars ($1,000,000) each occurrence (combined single limit for bodily injury and property damage)
→One million dollars ($1,000,000) aggregate for Products Completed Operations

→Two million dollars ($2,000,000) General Aggregate

(2) The insurance coverage provided by CONTRACTOR shall contain language providing coverage up to one (1) year following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is a claims-made policy.

Conformity of Coverages - If more than one policy is used to meet the required coverages, such as a separate umbrella policy, such policies shall be consistent with all other applicable policies used to meet these minimum requirements. For example, all policies shall be Occurrence Liability policies or all shall be Claims Made Liability policies, if approved by the County as noted above. In no cases shall the types of polices be different.

5. ENDORSEMENTS:

Each Comprehensive or Commercial General Liability policy shall be endorsed with the following specific language:

A. "The County of Placer, its officers, agents, employees, and volunteers are to be covered as an additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement."

B. "The insurance provided by the Contractor, including any excess liability or umbrella form coverage, is primary coverage to the County of Placer with respect to any insurance or self-insurance programs maintained by the County of Placer and no insurance held or owned by the County of Placer shall be called upon to contribute to a loss."

C. "This policy shall not be changed without first giving thirty (30) days prior written notice and ten (10) days prior written notice of cancellation for non-payment of premium to the County of Placer."

6. AUTOMOBILE LIABILITY INSURANCE:

Automobile Liability insurance covering bodily injury and property damage in an amount no less than one million dollars ($1,000,000) combined single limit for each occurrence.

Covered vehicles shall include owned, non-owned, and hired automobiles/trucks.

7. ADDITIONAL REQUIREMENTS:

Premium Payments - The insurance companies shall have no recourse against the COUNTY and funding agencies, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by a mutual insurance company.

Policy Deductibles - The CONTRACTOR shall be responsible for all deductibles in all of the CONTRACTOR'S insurance policies. The maximum amount of allowable deductible for insurance coverage required herein shall be $25,000.

CONTRACTOR'S Obligations - CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements and shall survive the expiration of this agreement.

Verification of Coverage - CONTRACTOR shall furnish the County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required

by this clause. All certificates and endorsements are to be received and approved by the County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONTRACTOR'S obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Material Breach - Failure of the CONTRACTOR to maintain the insurance required by this agreement, or to comply with any of the requirements of this section, shall constitute a material breach of the entire agreement.

EXHIBIT D

Federally Funded Contracts

1. **SINGLE AUDIT OF FEDERAL FUNDS:** CONTRACTOR acknowledges that this Agreement is funded in whole or in part with federal funds. The Catalog of Federal Domestic Assistance (CFDA) number for the federal program funding this Agreement in whole or in part is CFDA Number 93.658, Foster Care Title IV-E. Local governments and non-profit organizations that expend a combined total of more than $750,000 in federal financial assistance (from all sources including CFDA Program Name expenditures) in any fiscal year must have a single audit for that year. A letter confirming that an audit will be conducted must be provided to COUNTY stating that CONTRACTOR has expended more than $750,000 in total federal funds and will comply with the federal Single Audit Act and the requirements of OMB 2 CFR Part 200. CONTRACTOR also agrees to provide a copy of the Single Audit to the COUNTY no later than 30 days following receipt to the address below:

   Placer County Health and Human Services
   Attn: Contract Compliance
   3091 County Center Drive, Suite 290
   Auburn, CA 95603

EXHIBIT E

Certification Regarding Lobbying

CERTIFICATION REGARDING LOBBYING AND DISCLOSURE OF LOBBYING ACTIVITIES:

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making, awarding or entering into of this Federal contract, Federal grant, or cooperative agreement, and the extension, continuation, renewal, amendment, or modification of this Federal contract, grant, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency of the United States Government, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontractors, subgrants, and contracts under grants and cooperative agreements) of $100,000 or more, and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C., any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Western Placer Unified School District	Audrey Kilpatick
Name of Contractor	Printed Name of Person Signing for Contractor
HHS000063	Audrey Kilpatick Audrey Kilpatick (Jul 23, 2020 09:57 PDT)
Contract/Grant Number	Signature of Person Signing for Contractor
Jul 23, 2020	Asst. Supt. Business & Operations
Date	Title

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB 0348-0046

1. Type of Federal Action: [ ] a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: [ ] a. bid/offer/application b. initial award c. post-award	3. Report Type: [ ] a. initial filing b. material change For Material Change Only: Year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier ____, if known: Congressional District, If known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, If known:	
6. Federal Department/Agency	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: $	
10.a. Name and Address of Lobbying Registrant *(If individual, last name, first name, MI)*:	b. Individuals Performing Services *(including address if different from 10a.* *(Last name, First name, MI):*	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person that fails to file the required disclosure shall be subject to a not more than $100,000 for each such failure.	Signature: _____ Print Name: _____ Title: Telephone No.: Date:	
Federal Use Only	Authorized for Local Reproduction Standard Form-LLL (Rev. 7-97)	

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.

6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001".

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

    (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).

11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

EXHIBIT F

ASSURANCE OF COMPLIANCE AGREEMENT
NONDISCRIMINATION IN STATE AND FEDERALLY-ASSISTED PROGRAMS

(Per CDSS All County Information Notice No. I-44-00)

In accordance with the California Department of Social Services (CDSS), all contractors providing services funded through CDSS are required to comply with the requirements of CDSS Manual of Policies and Procedures, Division 21. CONTRACTOR shall, concurrent with this Agreement, execute and comply with all requirements contained herein. CONTRACTOR and CONTRACT ADMINISTRATOR shall, with oversight from the COUNTY Civil Rights Coordinator, develop and implement a plan to allow COUNTY to monitor CONTRACTOR'S non-discrimination and civil rights policies and procedures, as required by CDSS. Monitoring shall include, but is not limited to: accommodation of individuals with hearing impairments, visual impairments and other disabilities; appropriate language services, including bilingual interpreters available to provide services and how written information is effectively communicated to non-English-speaking and limited-English-proficient individuals; adequate CONTRACTOR staff training in the civil rights and cultural awareness requirements of Division 21; and procedures on informing participants of their civil rights.

CONTRACTOR hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; the Food Stamp Act of 1977, as amended, and in particular Section 272.6; Title II of the Americans with Disabilities Act of 1990; California Civil Code, Section 51 et seq., as amended; California Government Code, Section 11135-11139.5, as amended; California Government Code, Section 12940(c), (h)(1), (i), and (j); California Government Code, Section 4450; 2 CCR §11140 – 11200; the Dymally-Alatorre Bilingual Services Act; Section 1808 of the Removal of Barriers to Inter Ethnic Adoption Act of 1996, and other applicable federal and state laws, as well as their implementing regulations [including 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91; 7 CFR Part 15; and 28 CFR Part 35], by ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of age, sex, color, disability, national origin, race, marital status, religion or political affiliation be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and hereby gives assurance that it will immediately take any measures necessary to effectuate this Agreement.

This assurance is given in consideration of and for the purpose of obtaining any and all federal and state assistance; and the CONTRACTOR hereby gives assurance that administrative methods/procedures which have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Chapter 21, will be prohibited.

By accepting this assurance, the CONTRACTOR agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the aforementioned laws, rules and regulations and permit authorized CDSS and/or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code Section 10605, or Government Code Section 11135-11139.5, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance.

This assurance is binding on the CONTRACTOR directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Ratification of Memorandum of Understanding between Informed K12/Emics, Inc. and Western Placer Unified School District

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Gabe Simon, Ed.D. GS
Assistant Superintendent of Personnel Services

ENCLOSURES:
Agreement and Fee Structure

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
Elementary and Secondary School Emergency Relief (ESSER)

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Western Placer Unified School District and Informed K12/Emics Inc. approve of this memorandum of understanding (MOU). This MOU is for taking current internal office forms and workflow processes and making them paperless and digital.

RECOMMENDATION:

Administration recommends the Board of Trustees ratify the Agreement between Western Placer Unified and Informed K12/Emics, Inc. and approve the fee structure.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

InformedK12

Memorandum of Understanding

Western Placer Unified School District - Informed K12

Our Mission

At Informed K12, we're on a mission to build the single best workflow platform for K12 schools. One system that supports all district forms and processes, from permission slips to personnel requisitions, significantly reducing cost from buying module after module and improving time training with one unified user experience.

Expected Outcomes

Accountability and internal reconciliation

- Transparency for where things are in delivering resources to sites
- Identify and remove bottlenecks in current processes

Access to information for Cabinet and Board

- Report on any data year over year for any form or workflow across our schools and departments
- For example, Employee exit surveys and retention data, Bus pass application and service planning data, Field trip and PD reporting to support learning initiatives

Visibly improved service to our community and personnel

- Fast online/mobile access to services and requests for students, parents, and staff
- Less waiting time and routine administrative work for teachers, principals, and district leaders
- Structured roll out of 5 new processes every 2 months so sites and departments have enough interaction with the new system to learn quickly and see immediate results

Proposed first on site: July 2020 Best practice consultation with expert IK12 manager starting with quick wins and mission critical time-sensitive needs		
Summer is one of the best times of the year to be setting up forms.	1. Position Control Form (Live) 2. Field Trip Form (Live) 3. Onboarding Packet Classified 4. Onboarding Packet Certificated 5. Onboarding Packet Substitute 6. Incident Report Form 7. Timesheet 8. Payroll Stipend Form 9. Statement of Intent 10. Reasonable Assurance	Transition mission critical employee processes during the summer before the beginning of the new school year.
30 day 1:1 outreach for sites and departments IK12 adoption specialist to follow up short announcement at leadership and office manager meetings with 1:1 training		
First data review: September 2020 Review launch data, feedback from staff, and discuss potential in depth Board/strategic planning reports		

120 Days to First Win
Bi-weekly Status Report Updates to all Cabinet Members

District Executive Sponsor (Required): Gabe Simon

- Status reports: Will receive reports on baseline success metrics and sign off on major priority and launch decisions

District Project Manager (Required): TBD

- Convening Power: Schedules meetings with departments, responsible for Informed K12 announcements and training
- Decision making Power: Is or acts as an extension of Cabinet when making decisions about workflow design and rollout

Form owners are responsible for setup decisions and manage their department's workflows on a day to day basis

Informed K12 Implementation Team
Customer Success Manager: TBD
Adoption Manager: Rachel Lucero
Support Specialist: Maya Espinoza

Confirmation Call: Date TBD District Executive Sponsor and District Project Manager

Kick Off with Informed K12 Implementation Team: Date TBD District Project Manager and Form Owners

Platform Implementation (Licenses Only)
InformedK12 Form Creators Certification:
Names TBD

Queue and Quality Control Team:
Names TBD

InformedK12

230 California St, Suite 601
San Francisco, CA 94111
www.informedk12.com

Western Placer Unified School District
600 Sixth Street
Lincoln, CA 95648

Date: July 15, 2020
Terms and Cost Valid Until: August 15, 2020

Service	Unit Price
Internal Office forms and workflow processes 10 Plan: 10 process package, internal forms for up to 2 departments All processes include: • Unlimited electronic signatures, interactive form fields, pre-filled data fields, and reusable templates to automatically collect, route, and track responses and approvals • Unlimited responses archived with full access search and nightly back-ups for all data • Phone, chat, and email support for form managers and recipients • Continuous upgrades and extensive browser and device support • Online webinars and resources for form managers	$21,980 / year
Existing forms and workflow processes Custom 2 process package (original 2015 proposal)	$4,000 / year *Credit of $1,333 for services paid from August 2020 - November 2020*
Implementation Package (one-time fee) • Dedicated implementation specialist to lead 120-day / 240-day implementation and change management consultation • Informed K12-supported set up for high value processes • Custom district-wide trainings and outreach • School site adoption program • Data review and report for initial launches	$5,000
TOTAL FIRST YEAR COST DUE NOW:	$25,647
ANNUAL COST DUE AUGUST 2021 :	$21,980 OIC 65 7/23/20

Emics, Inc. dba Informed K12

Informed K12 Agreement

This Agreement is made as of August 10, 2020 between Emics, Inc. and Western Placer Unified School District, covering the services to be provided below from the commencement of this Agreement through August 9, 2021. This Agreement supersedes and replaces any and all prior written and oral agreements between Emics, Inc. and Western Placer Unified School District. This agreement automatically renews each year in August unless Western Placer Unified School District provides written notice of cancellation at least 45 days prior to the end of each 365-day period. Pricing is subject to increase after August 9, 2021 by up to a maximum of 5% annually. Payment is due to Emics, Inc. 30 days after the initiation or renewal of services.

Emics, Inc. will provide the following:

- Ongoing assistance and staff support. Informed K12 will provide a dedicated client success and implementation specialist as the primary contact for your district.

- Advanced access to new features, and full access to the Informed K12 system. You will receive first notice and early review of all new developments.

- Dedicated accounts with setup and configuration. Account services will adhere to the terms and definitions outlined in our Privacy Policy. In sum, you control your account information, documents, and settings. We will not rent or sell your information to third parties outside Emics, Inc. and its group companies (including any parent, subsidiaries and affiliates) without your consent.

During the term of this Agreement, Western Placer Unified School District will provide:

- **Dedicated Project Manager:** Identify one staff member as your primary contact, who convenes staff and provides direct input to the Informed K12 team in order to ensure success.

- **Implementation resources necessary to execute the Memorandum of Understanding.**

- **Feedback and review**: As a valued Informed K12 customer, you will have the ability to help to shape and improve the tool for all educators by providing feedback and reviewing any findings together for continuous improvement.

We look forward to a long lasting and mutually beneficial relationship.

Signature page follows

Emics, Inc.	Western Placer Unified School District
Authorized Signature	Authorized Signature
	Gabe Simon
Print Name	Print Name
	7/28/20
Date	Date

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Ratification of Memorandums of Understanding between Placer County Office of Education and Western Placer Unified School District

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Gabe Simon, Ed.D. GS
Assistant Superintendent of Personnel Services

ENCLOSURES:
Agreements

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
General Fund

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Western Placer Unified School District and the Placer County Office of Education approve of these three memorandums of understanding (MOUs). These MOUs are related to induction for administrators, a preliminary administrative services credential program, and induction for teachers.

RECOMMENDATION:

Administration recommends the Board of Trustees ratify the Agreements between Western Placer Unified and the Placer County Office of Education.

PCOE

LEADERSHIP & LEARNING COLLABORATIVE

PLACER COUNTY OFFICE OF EDUCATION CLEAR ADMINISTRATIVE SERVICES CREDENTIAL INDUCTION PROGRAM

MEMORANDUM OF UNDERSTANDING

July 1, 2020 - June 30, 2021

This Memorandum of Understanding (MOU) is entered into by and between the Placer County Office of Education (PCOE), Local Educational Agency (LEA) for the PCOE Leadership and Learning Collaborative (LLC) Clear Administrative Services Credential (CASC) Induction Program and the Western Placer Unified School District (District) to carry out the CASC Induction Program and the guidelines set forth in the California Commision on Teacher Credentialing (CCTC) Common, Precondition and Program Standards.

The purpose of this MOU is to establish a formal working relationship between the parties to this agreement and to set forth the operative conditions, which will govern this partnership. In partnership, PCOE and the District will provide and coordinate services to carry out guidelines set forth in the CCTC standards and the vision of the PCOE LLC Program, "To recruit, prepare and retain self-reflective educators and leaders resulting in positive and equitable student outcomes." Candidates' growth and development are guided and measured by the California Professional Standards for Educational Leaders (CPSEL). Upon program completion, PCOE is to provide the candidate with a Clear Administrative Services Credential.

Responsibilities

PCOE agrees to the following:

1. Employ a Program Administrator and clerical support to perform services as described in the CCTC Common, Precondition and Program Standards.
2. Provide workspace and technical support to the Program Administrator and clerical support.
3. Design, provide and maintain a 2-year, high-quality, rigorous, individualized, job-embedded and integrated preparation program that includes admission, advisement, candidate support and assessment, coach preparation and program evaluation (Program Standards 1, 2).
4. Establish and maintain accurate records and provide reports in accordance with CCTC requirements.
5. Recruit, employ, match and evaluate coaches who provide a minimum of 40 hours of job-embedded support annually and Administrator Collaborative facilitators who provide a minimum of 10 hours of group support annually.
6. Provide coaches with initial and ongoing professional learning, goal setting and efforts to support diversity and excellence (Common Standard 1).
7. Pay a stipend of up to $2,000 per candidate (plus benefits) directly to the coach (stipends to be paid quarterly).
8. Provide candidates and coaches access to an online learning management system.
9. Convene an Advisory Team (partner coordinators, PCOE personnel, program representatives and university partners), meeting a minimum of two times each year, to plan, evaluate and revise the program based upon state and CCTC updates, program data, and stakeholder data and feedback. Provide electronic updates as needed.
10. Provide candidates with advisement, systematic support, supervision and competency feedback.
11. Provide continuous open enrollment to candidates who hold a Preliminary Administrative Services Credential and are employed in an administrative position.
12. Provide candidates with networking and professional learning opportunities aligned to the CPSELs.
13. Submit recommendation to CCTC for a California Clear Administrative Services Credential for candidates who hold a Preliminary Administrative Services Credential, know and demonstrate knowledge and skills necessary to educate and support effectively all students in meeting state-adopted

academic standards (Common Standard 5) and successfully complete the program requirements.

District agrees to the following:

1. Notify candidates, at the point of hire, of the PCOE CASC Induction Program, any charges or fees associated with participating in the program, and share contact and application information; enrollment in the program expected upon placement in an administrative position, but no later than one year from activation of the Preliminary Administrative Services Credential (Program Standard 1).
2. Appoint a District curriculum coordinator and human resources representative and/or designee who will serve as a liaison to PCOE, provide feedback to the Induction Program on the quality of candidate preparation (Common Standard 2) and attend Advisory Team meetings a minimum of two times per year.
3. Conduct an initial orientation for the candidate to inform them about District resources, procedures and policies.
4. Support a professional learning community among site and district administrators that focuses on the State-adopted academic content standards, performance levels of students, the California Standards for the Teacher Profession and the CPSELs.
5. Provide candidate and District coach (if applicable) with technology and technology resources to complete the electronic portfolio in the program learning management system and engage in online program events.
6. Release candidates and District coaches (if applicable) to attend mandatory orientation, professional learning and networking and annual Showcase.
7. If utilizing a District-employed coach, that coach must engage in the same hiring process and employment conditions required by the PCOE CASC Induction Program and as stated in the Program Standards. Candidates cannot be matched with a coach who is their evaluator nor affiliated with personnel/Human Resources. In the event a coach/candidate match is unsuccessful, coordinate a coach reassignment in collaboration with PCOE.
8. Complete the Financial Letter of Commitment for each candidate, if applicable (Attachment A).
9. Upon program completion, provide the candidate with a letter that verifies 2 years of employment in an administrative position or portion thereof with District.
10. Notify PCOE, in writing, in the event a candidate's employment changes.

Other conditions PCOE and District agree to:

Ownership of Materials

All products and materials developed by the CASC Induction Program are the exclusive property of PCOE. District and PCOE employees, staff and subcontractors shall not have the right to disseminate, market or otherwise use the products or materials without the expressed written permission of the Placer County Superintendent of Schools or designee.

Confidentiality

Each party shall be responsible for maintaining the confidentiality of employee and student data to the extent required by law. If either party fails to comply with this requirement it shall hold the non-offending party harmless and indemnify that party for the breach of confidentiality.

Nondiscrimination Clause

Any service provided by either party pursuant to this agreement shall be without discrimination based on the

actual or perceived race, religious creed, color, national origin, nationality, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, sexual orientation or any other legally protected class in accordance with all applicable Federal and State laws and regulations.

Candidate Employment Status

Candidates are, and shall remain, District employees for any and all purposes throughout the term of this MOU. Candidates shall not be considered an employee, agent, representative nor independent contractor of PCOE for any purpose whatsoever. District shall assume full responsibility for its employees.

Indemnity

Each party agrees to indemnify, defend and hold harmless the other party, its officers, agents and employees from and against any and all loss, cost, damage, expense (including attorney fees), claim, suit, demand or liability of any kind or character to any persons or property arising from or relating to any negligence of either party, its officers, agents or employees.

Termination

Either party may terminate this MOU by giving the other party at least thirty (30) calendar days written notice. In the event of early termination of this MOU, PCOE shall be paid for all work performed and all reasonable expenses incurred up to and including the date of termination.

The undersigned represent all collaborative partners of this MOU and commit to ensuring the successful implementation, monitoring and assistance needed for completion of the CASC Induction Program.

Western Placer Unified School District	**Placer County Office of Education**
By: _____	By: _____
Signature of Authorized Official	Gayle Garbolino-Mojica
Title: Asst. Supt. of Personnel	Title: Placer County Superintendent of Schools
Date: 7/28/20	Date: June 12, 2020

Please sign and return original to Shelly Hollowell, PCOE Induction, 360 Nevada St., Auburn, CA 95603

Placer County Office of Education
Clear Administrative Services Credential Induction Program
Financial Letter of Commitment
July 1, 2020 – June 30, 2021

I, _____ (Candidate) will be participating in the Placer County Office of Education (PCOE) Clear Administrative Services Credential (CASC) Induction Program. I understand that all fees associated with this program are my responsibility regardless of any fees paid by my District. **The total due to PCOE for the 2020-2021 CASC is $4,000/year.**

Please choose payment plan option and sign at the bottom

I agree to pay:

- ☐ Four payments of $1,000 each, due the last business day before September 30th, December 31st, March 31st and June 30th *Alternate month to begin (if enrolled mid year):* _____
- ☐ Two payments of $2,000 each, due the last business day before September 30th and February 1st *Alternate months (if enrolled mid year):* _____ *and* _____
- ☐ Other _____

District agrees to pay on my behalf (complete information in box below):

- ☐ Total due of $4,000
- ☐ The amount of $_____ towards the total due of $4,000
  (Payment plan will be agreed upon with PCOE before enrollment will be processed.)

District: _____

School: _____

Contact for Business Services: _____ _____
Print Name Email

_____ _____
Superintendent or designee (signature) Date

_____ _____
Candidate's Signature Date

For questions or additional information, please contact:
Shelly Hollowell, Secretary, PCOE Induction Programs
(530) 745-1495 or shollowell@placercoe.k12.ca.us

PCOE

LEADERSHIP & LEARNING COLLABORATIVE

PLACER COUNTY OFFICE OF EDUCATION PRELIMINARY ADMINISTRATIVE SERVICES CREDENTIAL PROGRAM

MEMORANDUM OF UNDERSTANDING

July 1, 2020 – June 30, 2021

This Memorandum of Understanding (MOU) is entered into by and between the Placer County Office of Education (PCOE), Local Educational Agency (LEA) for the PCOE Leadership and Learning Collaborative (LLC) Preliminary Administrative Services Credential (PASC) Program and the Western Placer Unified School District (District) to carry out the PASC Program and the guidelines set forth in the California Commision on Teacher Credentialing (CCTC) Common, Precondition and Program Standards.

The purpose of this MOU is to establish a formal working relationship between the parties to this agreement and to set forth the operative conditions, which will govern this partnership. In partnership, PCOE and the District will provide and coordinate services to carry out guidelines set forth in the CCTC standards and the vision of the PCOE LLC Program, "To recruit, prepare and retain self-reflective educators and leaders resulting in positive and equitable student outcomes." Candidates' growth and development are guided and measured by the California Administrator Performance Expectations (CAPE). Upon program completion, PCOE is to provide the candidate with a Certificate of Eligibility or a Preliminary Administrative Services Credential.

The PCOE PASC Program agrees to:

1. Employ a Program Administrator and clerical support to perform services as described in the CCTC Common, Precondition and Program Standards.
2. Provide workspace and technical support to the Program Administrator and clerical support.
3. Design, provide and maintain a high-quality, rigorous preparation program that is aligned to the CAPEs and includes 240 hours of course content, facilitated collaboration, learning labs, authentic fieldwork, and support for completion of CalAPA.
4. Establish and maintain accurate records and provide reports in accordance with CCTC requirements.
5. Recruit, employ and evaluate faculty and PLC coaches.
6. Provide coaches and faculty with initial and ongoing professional learning, goal setting and efforts to support diversity and excellence (Common Standard 1).
7. Pay a stipend directly to coaches and course faculty.
8. Provide candidates, faculty and coaches access to an online learning management system.
9. Convene an Advisory Team (partner coordinators, PCOE personnel, program representatives and university partners), meeting a minimum of two times each year, to plan, evaluate and revise the program based upon state and CCTC updates, program data, and stakeholder data and feedback. Provide electronic updates as needed.
10. Provide candidates with advisement, systematic support, supervision and competency feedback.
11. Submit recommendation to CCTC for the Preliminary Administrative Services Credential or Certificate of Eligibility for candidates who know and demonstrate the knowledge and skills necessary to educate and support effectively all students in meeting state-adopted academic standards (Common Standard 5), receive passing scores on the CalAPA, and successfully complete the Preliminary Administrative Services program requirements.

District agrees to:

1. Appoint a District curriculum coordinator and human resources representative and/or designee who will serve as a liaison to PCOE, provide feedback to the PASC Program on the quality of candidate

preparation (Common Standard 2) and attend Advisory Team meetings a minimum of two times per year.

2. Provide an appropriate administrator to serve as District advisor to guide the candidate throughout the program.
3. Support the candidate by providing access to District administrators for interviews, providing information about, and access to, data, documents, meetings and activities that will support their CalAPA cycles and professional growth as an aspiring leader.
4. Upon successful completion of the PASC Program, apply the candidate's participation in the program to the District's current policy/practice regarding advancement on the certificated salary schedule.

Other conditions PCOE PASC Program and District agree to:

Ownership of Materials

All products and materials developed by the PASC Program are the exclusive property of PCOE. District and PCOE employees, staff and subcontractors shall not have the right to disseminate, market or otherwise use the products or materials without the expressed written permission of the Placer County Superintendent of Schools or designee.

Confidentiality

Each party shall be responsible for maintaining the confidentiality of employee and student data to the extent required by law. If either party fails to comply with this requirement it shall hold the non-offending party harmless and indemnify that party for the breach of confidentiality.

Nondiscrimination Clause

Any service provided by either party pursuant to this agreement shall be without discrimination based on the actual or perceived race, religious creed, color, national origin, nationality, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, sexual orientation or any other legally protected class in accordance with all applicable Federal and State laws and regulations.

Candidate Employment Status

Candidates are, and shall remain, District employees for any and all purposes throughout the term of this MOU. Candidates shall not be considered an employee, agent, representative nor independent contractor of PCOE for any purpose whatsoever. District shall assume full responsibility for its employees.

Indemnification

Each party agrees to indemnify, defend and hold harmless the other party, its officers, agents and employees from and against any and all loss, cost, damage, expense (including attorney fees), claim, suit, demand or liability of any kind or character to any persons or property arising from or relating to any negligence of either party, its officers, agents or employees.

Termination

Either party may terminate this MOU by giving the other party at least thirty (30) calendar days written notice.

PCOE

LEADERSHIP & LEARNING COLLABORATIVE

PLACER COUNTY OFFICE OF EDUCATION PRELIMINARY ADMINISTRATIVE SERVICES CREDENTIAL PROGRAM

The undersigned represent all collaborative partners of this MOU and commit to ensuring the successful implementation, monitoring and assistance needed for the PASC Program completion.

Western Placer Unified School District

By: _____
Signature of Authorized Official

Title: Asst. Supt. of Personnel
Date: 7/28/20

Placer County Office of Education

By: _____
Gayle Garbolino-Mojica

Title: Placer County Superintendent of Schools
Date: June 12, 2020

Please sign and return original to Shelly Hollowell, PCOE Annex, 360 Nevada St., Auburn, CA 95603

PCOE
LEADERSHIP & LEARNING COLLABORATIVE

PLACER COUNTY OFFICE OF EDUCATION
TEACHER INDUCTION PROGRAM

MEMORANDUM OF UNDERSTANDING
July 1, 2020 - June 30, 2021

This Memorandum of Understanding (MOU) is entered into by and between the Placer County Office of Education (PCOE), Local Educational Agency (LEA) for the PCOE Leadership and Learning Collaborative (LLC) Teacher Induction (TI) Program and the Western Placer Unified School District (District) to carry out the TI Program and the guidelines set forth in the California Commision on Teacher Credentialing (CCTC) Common, Precondition and Program Standards.

The purpose of this MOU is to establish a formal working relationship between the parties to this agreement and to set forth the operative conditions, which will govern this partnership. In partnership, PCOE and the District will provide and coordinate services to carry out guidelines set forth in the CCTC standards and the vision of the PCOE LLC Program, "To recruit, prepare and retain self-reflective educators and leaders resulting in positive and equitable student outcomes." Candidates' growth and development are guided and measured by the California Standards for the Teaching Profession (CSTP). Upon program completion, PCOE is to provide the candidate with a Clear Teaching Credential.

Responsibilities

The PCOE TI Program agrees to the following:

1. Employ a Program Administrator and clerical support to perform services as described in the CCTC Common, Precondition and Program Standards.
2. Provide workspace and technical support to the Program Administrator and clerical support.
3. Design, provide and maintain a 2-year, individualized, job-embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching (Precondition 1).
4. Establish and maintain accurate records and provide reports in accordance with CCTC requirements.
5. Recruit, employ and evaluate coaches who provide weekly, job-embedded, individualized support and are matched within 30 days of the candidate's enrollment in the program (Precondition 2, 3).
6. If PCOE is providing and employing a coach, pay a stipend of up to $2,000 per candidate (plus benefits) directly to the coach (stipends to be paid quarterly).
7. Provide coaches with initial and ongoing professional learning, goal setting and efforts to support diversity and excellence (Common Standard 1).
8. Provide candidates and coaches access to an online learning management system.
9. Convene an Advisory Team (partner coordinators, PCOE personnel, program representatives and university partners), meeting a minimum of two times each year, to plan, evaluate and revise the program based upon state and CCTC updates, program data and stakeholder data and feedback. Provide electronic updates as needed.
10. Provide continuous, open enrollment to teachers who hold a preliminary teaching credential.
11. Provide candidates with advisement, systematic support, supervision and competency feedback.
12. Make available and advise candidates of an Early Completion Option for experienced and exceptional candidates who qualify (Precondition 6).
13. Arrange for and monitor continuing education units for candidates.
14. In the event that a candidate leaves the program prior to completion of the year, PCOE will prorate district cost based on modules not started.
15. Submit recommendation to the CCTC for a California Clear Teaching Credential for candidates who hold a Preliminary Teaching Credential, know and demonstrate knowledge and skills necessary to

educate and support effectively all students in meeting state-adopted academic standards (Common Standard 5) and successfully complete the program requirements.

The District agrees to the following:

1. Enroll teachers who hold a preliminary teaching credential or Level 1 Education Specialist Credential at the point of hire (Precondition 1) and notify teachers, at the point of hire, of any charges or fees associated with participating in the TI Program.
2. Appoint a district curriculum coordinator and human resources representative and/or designee who will serve as a liaison to PCOE, provide feedback to the TI Program on the quality of candidate preparation (Common Standard 2) and attend Advisory Team meetings a minimum of two times per year.
3. Provide training to candidate including:
    a. An initial orientation to inform the candidate about district resources, procedures and policies.
    b. State-adopted curriculum frameworks, and locally-adopted texts and instructional materials.
    c. Identification and referral of students for special education services; the IEP process; and collaboration with others related to special education students.
    d. District-adopted instructional program for English Learners; the use of adopted materials (including how to provide access to the core curriculum); assessment of students' English proficiency (ELPAC); and available resources for the instruction of English Learners.
    e. Classroom and site accident prevention strategies; collaboration with other agencies/families regarding student health and safety; the school's crisis response plan and emergency procedures; the adopted health curriculum (within the context of the teaching assignment); reporting requirements regarding child abuse and neglect; state and local permitted health topics (including family life and sex education) and parents' rights regarding instruction in health.
4. If utilizing a District-employed coach, participate and follow coach hiring requirements and employment conditions which include, but are not limited to (Induction Program Standard 4):
    a. Possession of a clear teaching credential
    b. Minimum of 3 years of effective teaching experience
    c. Knowledge of the context and the content area of the candidate's teaching assignment
    d. Demonstrate effective coaching interpersonal and communication skills
    e. Demonstrate a commitment to professional learning and collaboration
    f. Ability, willingness, and flexibility to meet individual candidate needs for support
    g. Attend all coach training and program activities
    h. Identify and assign a coach, who is not candidate's evaluator or affiliated with personnel/Human Resources, to each candidate within the first 30 days of enrollment in the program, making the match according to credential held (Precondition 2)
    i. Coordinate the reassignment of a District coach if either the coach or candidate makes the written request that is approved by PCOE
5. If utilizing a District-employed coach assure that each candidate receives an average of not less than one hour per week of individualized support/mentoring coordinated and/or provided by the coach/mentor (Precondition 3).
6. Provide candidate and District coach (if applicable) with technology and technology resources to complete the electronic portfolio in the program learning management system and engage in online program events.
7. Individual Learning Plan (ILP) completed by the candidate must be implemented solely for the professional growth and development of the candidate and not for evaluation for employment purposes (Precondition 5).

8. Require site administrators to provide input on the candidate's ILP regarding job assignment, professional growth goals and local initiatives in collaboration with the candidate and their coach (Program Standard 3).
9. Pay PCOE $4,100/year (if PCOE is providing coach) or $1,900/year (if District is providing coach) per candidate as invoiced.
10. Release candidates and District coaches, if applicable, to participate in mandatory TI meetings, including Orientation (Year 1) and Colloquium (Year 2) and/or professional learning.
11. Notify PCOE, in writing, in the event a candidate's employment changes.
12. Notify the TI Program of potential new District coaches for the upcoming academic year by July 1st and pay PCOE $200 for each new District coach after July 1st or who are unable to attend the New Coach Orientation.

Other conditions PCOE and District agree to:

Ownership of Materials
All products and materials developed by the TI Program are the exclusive property of PCOE. District and PCOE employees, staff and subcontractors shall not have the right to disseminate, market or otherwise use the products or materials without the expressed written permission of the Placer County Superintendent of Schools or designee.

Confidentiality
Each party shall be responsible for maintaining the confidentiality of employee and student data to the extent required by law. If either party fails to comply with this requirement it shall hold the non-offending party harmless and indemnify that party for the breach of confidentiality.

Nondiscrimination Clause
Any service provided by either party pursuant to this agreement shall be without discrimination based on the actual or perceived race, religious creed, color, national origin, nationality, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, sexual orientation or any other legally protected class in accordance with all applicable Federal and State laws and regulations.

Candidate Employment Status
Candidates are, and shall remain, District employees for any and all purposes throughout the term of this MOU. Candidates shall not be considered an employee, agent, representative, nor independent contractor of PCOE for any purpose whatsoever. District shall assume full responsibility for its employees.

Indemnity
Each party agrees to indemnify, defend and hold harmless the other party, its officers, agents and employees from and against any and all loss, cost, damage, expense (including attorney fees), claim, suit, demand or liability of any kind or character to any persons or property arising from or relating to any negligence of either party, its officers, agents or employees.

PCOE
LEADERSHIP & LEARNING COLLABORATIVE

PLACER COUNTY OFFICE OF EDUCATION
TEACHER INDUCTION PROGRAM

Termination - Either party may terminate this MOU by giving the other party at least thirty (30) calendar days written notice. In the event of early termination of this MOU, PCOE shall be paid for all work performed and all reasonable expenses incurred up to and including the date of termination.

The undersigned represent all collaborative partners of this MOU and commit to ensuring the successful implementation, monitoring and assistance needed for completion of the TI Program.

Western Placer Unified School District	**Placer County Office of Education**
By: _____	By: _____
Signature of Authorized Official	Gayle Garbolino-Mojica
Title: Asst. Supt. of Personnel	Title: Placer County Superintendent of Schools
Date: 7/28/20	Date: June 16, 2020

Please sign and return to Shelly Hollowell, PCOE Teacher Induction, 360 Nevada St., Auburn, CA 95603

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Ratification of Contract with PCOE
For the Strong Workforce Grant

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
NA

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:
The attached contract is for the Placer County Office of Education (PCOE) to provide grant money to WPUSD for work based learning (WBL) teacher trainings, meetings, and WBL Data Repository/Clearinghouse.

RECOMMENDATION:
Administration recommends that the Board ratify the contract proposal agreement between PCOE and Western Placer Unified School District.

PCOE

Placer County Office of Education
360 Nevada Street, Auburn, CA 95603
(530) 889-8020 • Fax (530) 886-5841 • www.placercoe.k12.ca.us

Gayle Garbolino-Mojica, Placer County Superintendent of Schools

AGREEMENT FOR PCOE STRONG WORKFORCE GRANT FUNDING

This agreement ("Agreement") for Strong Workforce Grant Funding offered by the Placer County Office of Education (PCOE) is entered into between Gayle Garbolino-Mojica, Placer County Superintendent of Schools, in her capacity as the Chief Executive Officer of PCOE and Western Placer Unified School District ("District"). This Agreement is effective when signed by PCOE and Agency and for reference only is dated 5/1/2020.

1.0 SCOPE OF SERVICES

District shall provide services as described below or (in Attachment A).

2.0 FEES

PCOE shall pay a maximum amount to District of $ 8470 as full payment for all specialized services set forth herein.

3.0 RECORDS

Any records shall be maintained and stored by the District as may be required by the Education Code, other legal mandate, or grant compliance. Copies of records may also be maintained and stored by PCOE.

4.0 WORK PRODUCT

All work product including intellectual property, such as trade secrets and copyrights, documents, records, files and supporting data accumulated, prepared and/or distributed by PCOE within the course and scope of this Agreement shall be specified below the property of:

a. ☐ PCOE _____

b. ☐ District _____

c. X Not Applicable – Work Products related to services are public domain in accordance with grant requirements.

5.0 TERM

The term of this Agreement shall be from 7/1/2019, through 6/30/2021.

6.0 TERMINATION

Either party may terminate this Agreement by giving the other party at least thirty (30) calendar days written notice. In the event of the early termination of this Agreement, District shall be paid for all work performed and all reasonable expenses incurred up to and including the date of termination.

PCOE shall be reimbursed for any services or grant requirements not completed and reported.

7.0 PAYMENT

District will invoice PCOE within thirty (30) calendar after services have been provided. PCOE shall pay fees within thirty (30) after receiving an invoice from District.

8.0 AMENDMENTS

Any amendments to this Agreement shall be in writing and signed by both parties.

9.0 STATUS OF CONSULTANT

Services are being provided by District salaried employees. Any and all employer payroll tax and retirement related payments on behalf of individual are to be made by District.

10.0 CERTIFICATION

The District shall be responsible for reviewing and verifying all data included in documents, forms, and reports prepared by PCOE on behalf of District. The District shall be responsible for meeting any certification requirements and if necessary, for consulting legal counsel as related to the preparation and submittal of documents, forms, and reports that PCOE prepares on behalf of District. PCOE shall be responsible for reviewing and verifying all data included in documents, forms, and reports prepared by the District on behalf of PCOE. PCOE shall be responsible for meeting any certification requirements and if necessary, for consulting legal counsel as related to the preparation and submittal of documents, forms, and reports that the District prepares on behalf of PCOE.

11.0 HOLD HARMLESS AND IDEMNIFICATION

Each party agrees to indemnify, defend and hold harmless the other party and its employees, officers, and agents from and against all liability or claims for injury or damage to persons or property arising out of or from the breach of this Agreement, or from any negligent or intentional acts or omissions of either party, its employees, officers, and agents, in connection with the performance of this Agreement.

12.0 ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding of the parties. There are no oral understandings, terms or conditions, and no party has relied upon any representation, express or implied, that are not otherwise contained in this Agreement. All prior understandings, terms or conditions are deemed merged into this Agreement.

IN WITNESS WHEREOF, the parties do hereby certify that they are duly authorized to execute this Agreement.

PLACER COUNTY SUPERINTENDENT OF SCHOOLS

Gayle Garbolino-Mojica

June 5, 2020

Date

DISTRICT

WPUSD

Name of District

(Signature of District Representative)

6/24/20

Date

Deputy Superintendent

Title

PCOE

Placer County Office of Education
360 Nevada Street, Auburn, CA 95603
(530) 889-8020 • Fax (530) 886-5841 • www.placercoe.k12.ca.us

Gayle Garbolino-Mojica, County Superintendent of Schools

Date: 5/1/2020

DESCRIPTION OF GRANT FUNDING FOR DISTRICT PROVIDED SERVICES

Pay to Teachers for attending WBL Trainings or Meetings	$4,400.00
Subs for Teachers attending WBL Training or Meetings	$ 880.00
WBL Curriculum Development	$ 550.00
Student Transportation	$ 440.00
WBL Data Repository/Clearinghouse	$1,100.00
WBL Clearinghouse/Nepris	$1,100.00
Total District Allocation	$8,470.00

District will provide timely updates to PCOE if grant money is allocated differently than above.

District will provide reports, documentation, and evidence to PCOE as related to Strong Workforce Grant reporting requirements upon request.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Approval of 2020-2021 Contract with Turnitin LLC

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
LCFF Supplemental

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The attached contract is with Turnitin, LLC. Turnitin will be used in conjunction with Schoology, our online learning management system (digital learning environment) for Glen Edwards, Twelve Bridges Middle, Lincoln High, and Phoenix High. Turnitin introduces plagiarism prevention services, online digital grading, fosters critical thinking skills and encourages creative, confident writers throughout our school district. This is a renewal of an annual contract.

RECOMMENDATION:

Administration recommends that the Board approve the contract proposal agreement between Turnitin LLC and Western Placer Unified School District.

Quote Details

Quote Number	Quote-Q-330234-1
Institution	Western Placer Unified School District
Contact Name	
Phone	
Email	
Bill To Name	Western Placer Unified School District
Bill To	600 6th Street, Suite 400 Lincoln, CA 95648 US

Expiration date	10/30/2020
Prepared By	Shannon Johnson
Phone	(510) 764-7871
Email	sjohnson@turnitin.com
Company Address	Turnitin, LLC 2101 Webster St., Suite 1800 Oakland, CA 94612 US

Quotation

Product	Product Description	Quantity	List Price	Discount	Annual Price	Start Date	End Date	Total
Turnitin FBS with Integration	Turnitin FBS: Originality Checking, Feedback, and Integration	3,884	USD 5.00	10.00	4.50	10/31/2020	10/30/2021	USD 17,478.00
Turnitin Campus Fee	Turnitin FBS Campus Fee	3	USD 695.00	0.00	695.00	10/31/2020	10/30/2021	USD 2,085.00
Turnitin Campus Fee	Turnitin FBS Campus Fee- Waived for Continuation School	1	USD 695.00	100.00	0.00	10/31/2020	10/30/2021	USD 0.00

Sales Tax	USD 0.00
TOTAL	USD 19,563.00

Please Note:
Products sold to certain states are subject to tax. Fee does not include applicable tax. Invoice will reflect applicable tax (state and local). The sales tax ultimately charged will be calculated when you are invoiced and will reflect applicable state and local taxes. No sales tax is charged when providing a valid exemption certificate. Please email certificate to ar@turnitin.com.

Order Instructions:
To purchase or renew your Turnitin license, please email or fax your purchase order and a copy of this quote to Turnitin, LLC, at: orders@turnitin.com or (510) 764-7612

You may also contact us with your credit card information at (866) 816-5046 x239 or x240

By Accepting this quote, you agree to our general terms and conditions that are located at this URL: http://go.turnitin.com/reg .

Training:
On-site or online trainings must be completed within twelve (12) months of the start of Turnitin/iThenticate service, or the expiration of the Term in which Training was licensed whichever is earlier ("Training Term Expiry"). Link to Training Terms and Conditions.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Ratification of the 2020-2021 Contract with ParentSquare

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
Covid-19 Relief Funds

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:
The attached 12-month contract is with ParentSquare for online communication applications. ParentSquare will replace the current contract with School Messenger.

RECOMMENDATION:
Administration recommends that the Board approve the contract proposal agreement between ParentSquare and Western Placer Unified School District.

ParentSquare

ParentSquare Inc.
6144 Calle Real, #200A
Goleta, CA 93117 · USA
866-496-3168 | www.parentsquare.com
Tax ID: 45-3139804

Agreement: Western Placer

Created Date: 7/6/2020

Prepared By: Valerie Wilson, Director PNW
Email: valerie@parentsquare.com
Phone: 315.415.1466

School/District: Western Placer USD
Contact Name: Kerry Callahan: kcallahan@wpusd.org

Item	Unit Price	Total Units	Price
One time - On-Boarding & Data Setup - NET 30	$2,500	1	$2,500.00
Annual Subscription Fee (per student/12 Months)	$4.50	7100	$31,950.00

Total: $34,450.00

Terms and Conditions

The Services are subject to the terms contained in this Order Form and School Agreement which are located at www.parentsquare.com/agreement, and incorporated by reference into this Order Form ("ParentSquare School Agreement"). By executing this Order Form, the undersigned certifies that (i) the undersigned is a duly authorized agent of District/School, and (ii) the undersigned has read the ParentSquare School Agreement and will take all reasonable measures to enforce them within the District/

School/District:
Name: Kerry Callahan
Title: Deputy Supt.
Date: 7/6/20
Signature:

ParentSquare Signature:
Name: Jay Klanfer
Title: VP, District Partnerships
Date: 7/6/20
Signature:

Feature Benefits

Item	Price
Mass Notific Actions nad alerts Administrative Oversights & Archiving Mobile App (iOS/Android) & Web Portal Teacher & Classroom Communication Direct Messaging & Chat Social Media & Website Sharing Directory (Search by name, email, phone, student) Language Translation Forms & Permission Slips Notifications - Attendace, Lunch Balances, Bus Routes, etc. Calendars & RSVP Student/Parent/Staff Surveys & Polls Classroom Material Requests Parent-Teacher Conference Sign Up Newsletter & Message Templates Photo & File Sharing	$4.00/ student

Additional Purchase Options

Item	Price
Secure Document Delivery and Student Square	$0.50/
	Student

Appendix A - Definitions

On-boarding Fee:

A one-time on-boarding fee is invoiced at Term Start Date. The on-boarding fee includes ParentSquare set up as a co-branded website, one admin and one teacher online training session, and initial consultations for getting started with ParentSquare.

An annual subscription fee is invoiced at Term Start Date and each year on the Term anniversary date. The annual subscription fee is re-evaluated each year based on participating student enrollment on the anniversary date upon renewal.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Ratification of 2020-21 contract
with Sierra College for dual enrollment – IT90

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
NA

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:
The attached Contract is with Sierra College to partner with WPUSD for the purpose of offering dual enrollment for IT90 for students who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college, improving high school graduation rates and to help high school pupils achieve college and career readiness.

RECOMMENDATION:
Administration recommends that the Board ratify the contract proposal agreement between Sierra College and Western Placer Unified School District.

INSTRUCTIONAL SERVICES AGREEMENT

A Dual Enrollment Partnership between the Sierra College Joint Community College District and Western Placer Unified School District

This Agreement is made and entered into as of the date last written below by and between the Sierra Joint Community College District, 5100 Sierra College Boulevard, Rocklin, CA 95677 (hereinafter referred to as the COLLEGE) and Western Placer Unified School District, 600 Sixth St, Suite 400, Lincoln, CA 95648 (hereinafter referred to as the DISTRICT).

RECITALS

WHEREAS, the DISTRICT desires to offer college-credit bearing courses to its high school students; and

WHEREAS, the COLLEGE desires to provide college-credit bearing courses to the DISTRICT'S high school students; and

WHEREAS, the PARTIES desire to partner together for the purpose of offering dual enrollment opportunities for students with the goal of developing seamless pathways from high school to community college, improving high school graduation rates, and helping high school pupils achieve college and career readiness; and

WHEREAS, for the purposes of this agreement, Partnership for Advanced College Enrollment (PACE) refers to a program of college-credit bearing courses ("PACE courses") taught to DISTRICT high school students by college-approved high school teachers ("PACE faculty") on high school campuses and

WHEREAS, the PACE faculty will be employees of the DISTRICT and paid directly by the DISTRICT to provide instructional services related to the PACE courses;

WHEREAS, the COLLEGE will reimburse the DISTRICT for the instructional services for the PACE courses provided to the DISTRICT and will maintain control over the instructional activities and services of the PACE Faculty; and

WHEREAS, the legal requirements governing this AGREEMENT are subject to change by the California State Legislature. Current regulations are contained in Title 5 of the California Code of Regulations, Sections 51006, 53410, 55002(a), 55002(a)(3), 55005, 55232, 58051.5, 58056, 58058, 58058(b), 58102, and 58104, and Education Code Sections 48800, 48800.5, 58920, 76000, 76001, 76002, 76220, 76355, and 84752;

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreement herein set forth, the Parties do hereby agree as follows:

TERMS OF AGREEMENT

1. ADMISSIONS AND REGISTRATION
   1.1. Admissions and registration shall be governed by the all applicable policies and procedures established by the COLLEGE. (CA Ed Codes 48800, 76000, 76001)
   1.2. Prior to registering for a dual enrollment course, students shall apply to the college following all applicable procedures established by the COLLEGE. (CA Ed Code 48800)
   1.3. The DISTRICT shall supply the DISTRICT students with all required texts and materials.

1.4. The COLLEGE will waive all COLLEGE fees for DISTRICT students enrolling in a PACE course at a DISTRICT site.
1.5. Registration and access to all dual enrolled courses scheduled at the DISTRICT under this agreement shall be open to any person who has been admitted to the COLLEGE and has met any applicable prerequisites. (CA Code of Regulations 51006, and CA Ed Code 76002)
1.6. All dual enrollment courses shall have a minimum enrollment of 20 students unless the COLLEGE and the DISTRICT agree otherwise.

2. COURSES
2.1. The DISTRICT shall request PACE classes using the processes established by the COLLEGE. All PACE class offerings must be approved by the COLLEGE.
2.2. Courses offered at the DISTRICT shall be of the same quality and rigor as those offered on the COLLEGE campus. (CA Code of Regulations 55002(a), 55232 and CA Ed Code 48800.5)
2.3. Courses offered at the DISTRICT shall be COLLEGE catalogued courses with the same department designations, course descriptions, numbers, titles, and credits. (CA Code of Regulations 55002(a), 55005, 58102, 58104)
2.4. Courses offered in the DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE. (CA Code of Regulations 55002(a)(3))
2.5. Site visits by one or more representatives of the COLLEGE shall be permitted by the DISTRICT to ensure that courses offered in the DISTRICT are the same as the courses offered on the COLLEGE campus.
2.6. Dual enrollment courses offered in the DISTRICT during the span of this AGREEMENT shall consist of IT 90. See Appendices I.
2.7. Additional dual enrollment courses may be added during the span of this AGREEMENT by mutual agreement of the COLLEGE and the DISTRICT and these dual enrollment courses shall be identified in a fully executed addendum to this agreement.

3. FACULTY
3.1. PACE faculty shall be COLLEGE-approved high school teachers who meet the Minimum Qualifications for Faculty and Administrators in California Community Colleges for the discipline in which they are assigned to teach. (CA Code of Regulations 53410)
3.2. PACE faculty shall be the sole employees of the DISTRICT and the DISTRICT shall be solely responsible for all associated salaries, wages, and benefits due to faculty.
3.3. PACE Faculty shall meet the discipline-specific minimum qualifications established by the COLLEGE. (CA Code of Regulations 53410)
3.4. Prior to teaching, Pace Faculty shall seek discipline-specific training and orientation from the COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, procedures, record keeping, and instructional responsibilities. (CA Code of Regulations 58058)
3.5. PACE Faculty may participate in all professional development activities sponsored by the COLLEGE during any semester they teach in the PACE program and shall be encouraged to participate in ongoing collegial interaction to address course content, course delivery, assessment, evaluation, and/or research and development in the field. (CA Code of Regulations 58058)
3.6. PACE Faculty provided by the DISTRICT who do not comply with the policies, regulations, standards, and expectations of the COLLEGE risk becoming ineligible to teach dual enrollment courses solely at the discretion of the COLLEGE.
3.7. PACE Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for part-time faculty of the COLLEGE and by the DISTRICT using the adopted

evaluation process for teachers employed by the DISTRICT. The COLLEGE evaluation process includes student surveys. (CA Code of Regulations 58058)

3.8. Dual enrollment faculty must sign an Instructor Agreement, will be approved by the COLLEGE, and shall meet qualifications required by the COLLEGE. The COLLEGE has the primary right to control and direct the instructional activities of the instructor during the term specified by the contract. (CA Code of Regulations 58058(b)); Sierra College AP4610)

4. LIAISON

4.1. The COLLEGE shall appoint a liaison who will approve all dual enrollment instructors in consultation with the academic department of the COLLEGE. (CA Code of Regulations 58056)

4.2. The liaison shall provide initial training for dual enrollment faculty, conduct site visits, COLLEGE performance evaluations, and strengthen communication between essential elements of the DISTRICT, the COLLEGE, academic departments, and student services. (CA Code of Regulations 58056)

4.3. The liaison will be also keep dual enrollment faculty appraised of new curriculum developments, pedagogic innovations, textbook adoptions, educational outcomes, assessment of learning, grading standards, proficiency expectations, and syllabus components. (CA Code of Regulations 58056)

5. ON-SITE SUPERVISION

5.1. PACE Courses will be conducted at Lincoln High School ("SCHOOLS"), which are public school facilities operated by DISTRICT.

5.2. PACE Courses and students shall be under the direct supervision of the PACE Faculty at the SCHOOL.

5.3. COLLEGE will provide direction to PACE Faculty through an instructor's manual, course outlines, curriculum materials, testing and grading procedures and any other materials and services it would provide to its hourly on-campus instructors.

6. STUDENTS

6.1. Students must meet all COLLEGE prerequisite requirements before enrolling in a dual enrollment course. (CA Code of Regulations 51006, 58051.5, and CA Ed Code 76002)

6.2. Grades earned by students enrolled in dual enrollment courses will be posted on official COLLEGE and DISTRICT transcripts. (CA Ed Code 76220)

6.3. Students enrolled in dual enrollment courses will be directed to the official catalogue of the COLLEGE.

6.4. Students enrolled in dual enrollment courses shall have access to all of the student services programs available at the COLLEGE for which they may be eligible.

6.5. Students who withdraw from a dual enrollment course will not receive any COLLEGE credit for work completed.

6.6. All COLLEGE enrollment, attendance, grading, and repeatability regulations apply to dual enrollment courses.

6.7. Students enrolled in a dual enrollment course will be held to a comparable level of rigor as students enrolled in the same course at the COLLEGE.

6.8. Students with disabilities who are enrolled in PACE courses are eligible to receive accommodations in adherence with the COLLEGE policies and procedures. Appropriate accommodations will be provided through the COLLEGE Disabled Students Programs and Services Office.

6.9. Student discipline is the responsibility of the DISTRICT. Instances of student dishonesty are subject to COLLEGE policy.

7. ASSESSMENT
   7.1. Students enrolled in dual enrollment courses shall be held to the same standards of achievement as students on the COLLEGE campus. (CA Ed Code 48801)
   7.2. Students enrolled in dual enrollment courses shall be held to the same grading standards as those expected of students in on campus COLLEGE sections.
   7.3. Students enrolled in dual enrollment courses shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in on campus COLLEGE sections.

8. EVALUATION
   8.1. The COLLEGE and the DISTRICT may conduct student evaluations for each dual enrollment course offered in the DISTRICT. (CA Ed Code 58920)
   8.2. The COLLEGE and the DISTRICT may survey and collect data on alumni of dual enrollment courses after they graduate from the DISTRICT. (CA Ed Code 76220)
   8.3. The COLLEGE and the DISTRICT may annually conduct surveys of participating high school instructors, principals, and guidance counselors.
   8.4. The COLLEGE and the DISTRICT shall share survey data for the purpose of informing practice, making adjustments, and improving the quality of dual enrollment course delivery.

9. RECORDS
   9.1. Records of student attendance and achievement for all DISTRICT students who enroll in a dual enrollment course shall be maintained by the DISTRICT and open for review at all times by officials of the COLLEGE. (CA Ed Code 76220)
   9.2. Records of student attendance and achievement shall be kept by the instructor and submitted to the COLLEGE using the COLLEGE's usual processes.(CA Ed Code 76220)
   9.3. In engaging in the information exchanged described in this section, DISTRICT and COLLEGE will both comply with state and federal privacy laws with regard to all student records for students enrolled in a PACE course. This includes protecting student records from unauthorized disclosure or transmission to unauthorized third parties. The College is committed to the protection and confidentiality of student educational records by adhering closely to the guidelines established by the Family Educational Rights and Privacy Act (FERPA) which is federal legislation established to regulate access and maintenance of student educational records. Federal and state laws relating to the privacy of student records may differ from those regulations governing California high school students.

10. REIMBURSEMENT
   10.1. The DISTRICT shall invoice the COLLEGE at the end of each semester for the instructional services rendered at a rate of $750 per unit delivered to PACE students.
   10.2. The COLLEGE shall make payment to the DISTRICT within 30 days of receiving the invoice for instructional services rendered. (CA Ed Code 76355)
   10.3. The financial arrangements defined herein may be adjusted annually by a duly adopted written amendment to this Agreement, signed by both Parties.
   10.4. Separate and distinct from the COLLEGE's reimbursement for instructional services, the DISTRICT shall pay the instructor of record a stipend for each PACE section taught. These stipends are not reimbursable expenses and remain the sole responsibility of DISTRICT.

11. INDEMNIFICATION

11.1. The DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its officers, agents, governing board members and employees from any and all claims, injuries, demands, liabilities, costs, expenses (including reasonable attorneys' fees and court costs), damages, causes of action, losses, and judgments, arising out of the performance of or in connection with this AGREEMENT. The obligation to indemnify shall extend to all claims and losses that arise from the negligence or willful acts of the DISTRICT, its officers, agents, governing board members and employees.

11.2. The COLLEGE agrees to and shall indemnify, save and hold harmless the DISTRICT and its officers, agents, governing board members, and employees from any and all injuries, claims, demands, liabilities, costs, expenses (including reasonable attorneys' fees and court costs), damages, causes of action, losses, and judgments, arising out of the performance of or in connection with this AGREEMENT. The obligation to indemnify shall extend to all claims and losses that arise from the negligence or willful acts of the COLLEGE, its officers, agents governing board members and employees.

12. INSURANCE

12.1. The DISTRICT, in order to protect the COLLEGE, its agents, governing board members, employees and officers and volunteers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, evidence of general liability insurance or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS ($1,000,000) per occurrence, and property damage insurance of not less than ONE MILLION DOLLARS ($1,000,000) per occurrence with an insurer with a current A.M. Best's rating of no less than A-VII authorized to do such public liability and property damage insurance business in the state of California or otherwise acceptable to the COLLEGE. Said policy of insurance or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers and volunteers as an additional insured for the purposes of this AGREEMENT. A certificate of insurance including such endorsement shall be furnished to the COLLEGE prior to the commencement of services.

12.2. Evidence of Sexual Misconduct coverage shall be included on the evidence of insurance if included in the general liability insurance program. Otherwise, evidence of coverage shall also be provided to the COLLEGE.

12.3. The DISTRICT shall provide evidence of automobile liability insurance or an approved program of self-insurance in an amount not less than ONE MILLION DOLLARS ($1,000,000) per occurrence with an insurer with a current A.M. Best's rating of no less than A-VII authorized to do such public liability and property damage insurance business in the state of California or otherwise acceptable to the COLLEGE. Coverage shall include owned, non-owned and hired automobiles.

12.4. The DISTRICT shall provide proof of worker's compensation insurance evidencing statutory limits as required by the State of California. The District shall also furnish evidence of ONE MILLION DOLLARS ($1,000,000) per accident for bodily injury or disease of Employer's Liability coverage. DISTRICT's insurer shall agree to waive their rights of subrogation by providing an endorsement to the COLLEGE acknowledging such.

12.5. DISTRICT shall provide 30-day notice of intent to cancel, non-renew or make material change in coverage for all lines of coverage to COLLEGE.

12.6. Any insurance proceeds that are available to the DISTRICT that are broader than or in excess of the specified minimum insurance coverage shall be available to the COLLEGE as an additional insured.

13. FULL FUNDING
    13.1. The COLLEGE certifies that the direct education costs of the PACE courses are not being fully funded through other sources.
    13.2. The DISTRICT certifies that it has not received full compensation for the direct education costs for the conduct of the PACE courses from other sources.
    13.3. The DISTRICT agrees and acknowledges that the COLLEGE will claim apportionment for the students enrolled in PACE courses.

14. NON-DISCRIMINATION CLAUSE
    14.1. College affirms that it shall not discriminate against any person in any aspect of education or employment without regard to ethnicity, national origin, religion, age, sex, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he or she is perceived to have one or more of the foregoing characteristics or based on association with a person or group with one or more of these actual or perceived characteristics.

15. TERM OF AGREEMENT
    15.1. July 15, 2020 to June 30, 2021

16. TERMINATION OR CHANGES
    16.1. Either party may terminate this AGREEMENT at any time by providing 30-days' written notice to the other party. Written notice of termination shall be addressed to the responsible person listed in Item 18 below.
    16.2. Upon receiving or providing a notice of termination of this AGREEMENT, the Parties shall develop a mutually agreeable teach-out plan that enables students to complete the PACE course they are enrolled in and provides for a final invoice from DISTRICT for any remaining instructional services.
    16.3. COLLEGE will reimburse DISTRICT 30 days after receiving the final invoice for any remaining instructional services occurring through the teach-out plan.

17. NOTICE TO PERSONS RESPONSIBLE FOR THE IMPLEMENTATION OF THIS AGREEMENT

All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that the Party to be notified may have designated to the sender by like notice):

TO THE DISTRICT:
Mike Maul
Principal
Western Placer Unified School District
790 J Street
Lincoln, CA 95648

TO THE COLLEGE:
Lucas Moosman
Executive Dean, Student Success-Instruction
Sierra Joint Community College District
5100 Sierra College Boulevard
Rocklin, CA 95677

18. MISCELLAENOUS

18.1. This Agreement contains all agreements, promises and understandings between the Parties regarding this transaction, and no oral agreement, promises or understandings shall be binding upon either party in any dispute, controversy or proceeding.

18.2. This Agreement may not be amended or varied except in a writing signed by all parties. This Agreement shall extend to and bind the heirs, personal representatives, successors and assigns hereto.

18.3. The failure of either party to insist upon strict performance of any of the terms or conditions of this Agreement or to exercise any of its rights hereunder shall not waive such rights and such party shall have the right to enforce such rights at any time.

18.4. This Agreement and the performance thereof shall be governed interpreted, construed and regulated by the laws of the state of California. The Parties hereto agree to submit to the jurisdiction of any court of competent jurisdiction within Placer County, California.

18.5. This Agreement may be executed in counterparts which, taken together, shall constitute a single instrument. Facsimile and other electronically transmitted signature pages shall be effective to bind a Party to this Agreement.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT as of the last date written below.

Date:	Date: 6/22/20
SIERRA JOINT COMMUNITY COLLEGE DISTRICT	WESTERN PLACER UNIFIED HIGH SCHOOL DISTRICT

Western Placer Unified School District – PACE Courses

IT 0090. IT Fundamentals
Units: 1.5
Hours: 36 (27 lecture, 9 laboratory)
Designed to prepare students to identify and explain basic computer components, set up a basic workstation, conduct basic software installation, establish basic network connectivity, identify compatibility issues, and identify/prevent basic security risks. Further, this course will prepare students in the areas of safety and preventative maintenance of computers. This course is intended for students who are considering a career in IT and later considering the pursuit of completing IT 100 and the CompTIA A+ certification exam. (not transferable)

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students 2. Foster a safe, caring environment where individual differences are valued and respected. 3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness. 4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students. 5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:
Ratification of 2020-21 contract with Sierra College for dual enrollment – AGRI 196, ENGL 1A, ENGL S, and IT 100

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
NA

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:
The attached Contract is with Sierra College to partner with WPUSD for the purpose of offering dual enrollment for AGRI 196, ENGL 1A, ENGL S, and IT 100 for students who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college, improving high school graduation rates and to help high school pupils achieve college and career readiness.

RECOMMENDATION:
Administration recommends that the Board ratify the contract proposal agreement between Sierra College and Western Placer Unified School District.

INSTRUCTIONAL SERVICES AGREEMENT

A Partnership between Sierra College Joint Community College District and Western Placer Unified School District

This Agreement is made and entered into as of the date last written below by and between the Sierra Joint Community College District, 5100 Sierra College Boulevard, Rocklin, CA 95677 (hereinafter referred to as the COLLEGE) and Western Placer Unified School District, 600 Sixth St, Suite 400, Lincoln, CA 95648 (hereinafter referred to as the DISTRICT and collectively with the COLLEGE referred to as the PARTIES).

RECITALS

WHEREAS, the DISTRICT desires to offer college-credit bearing courses to its high school students; and

WHEREAS, the COLLEGE desires to provide college-credit bearing courses to the DISTRICT'S high school students; and

WHEREAS, the PARTIES desire to partner together for the purpose of offering dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college, improving high school graduation rates, and helping high school pupils achieve college and career readiness; and

WHEREAS, for the purposes of this agreement, "College and Career Access Pathways" (CCAP) refers to a program of college-credit bearing courses ("CCAP courses") taught to DISTRICT high school students by college-approved high school teachers ("CCAP Faculty"); and

WHEREA5, the CCAP Faculty will be employees of the DISTRICT and paid directly by the DISTRICT to provide instructional services related to the CCAP Courses;

WHEREAS, the COLLEGE will reimburse the DISTRICT for the instructional services for the CCAP courses provided to the DISTRICT and will maintain control over the instructional activities and services of the CCAP Faculty; and

WHEREAS, the legal requirements governing this AGREEMENT are subject to change by the California State Legislature. Current regulations are contained in Title 5 of the California Code of Regulations, Sections 51006, 53410, 55002(a), 55002 (3), 55005, 55232, 58051.5, 580S6, 58058, 58058(b), 58102, and 58104, and Education Code Sections 48800, 48801, 58920, 76001(d), 76002, 76004, 76220, 763SS, and 847S2;

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreement herein set forth, the Parties do hereby agree as follows:

TERMS OF AGREEMENT

1. ADMISSIONS AND REGISTRATION

    1.1. CCAP students shall be exempted from the fees and admissions requirements listed in Sierra College Board Policies 5010 and 5030. Admissions and registration shall be governed by all other applicable policies and procedures established by the COLLEGE (CA Ed Codes 48800, 76001(d), 76004).

    1.2. Prior to registering for a CCAP course, students shall complete and submit a CCAP Permission Form, granting parental consent for their high school student to enroll in community college courses.

    1.3. Students enrolled in a CCAP course shall not be assessed any fee that is prohibited by Education Code section 49011.

1.4. The DISTRICT shall supply the DISTRICT students with all required texts and materials. The COLLEGE will waive all COLLEGE fees for DISTRICT students enrolling in a CCAP course at the DISTRICT. Pursuant to SB 150 and SB 141 non-resident students admitted and enrolled per this agreement will be exempted from paying non-resident tuition.

1.5. All CCAP courses shall have a minimum enrollment of 20 students unless the COLLEGE and the DISTRICT agree otherwise.

1.6. Students will be enrolled in CCAP courses in compliance with existing COLLEGE enrollment policies.

2. COURSES

2.1. The DISTRICT shall request CCAP classes using the processes established by the COLLEGE. All CCAP class offerings must be approved by the COLLEGE and consistent with all Title 5 standards. If a CCAP class is operated on-site by the DISTRICT, the COLLEGE is responsible for the educational courses.

2.2. Courses offered in the DISTRICT shall be of the same quality and rigor as those offered on the COLLEGE campus. (CA Code of Regulations 55002(a), 55232 and CA Ed Code 48801)

2.3. Courses offered in the DISTRICT shall be COLLEGE catalogued courses with the same department designations, course descriptions, numbers, titles, and credits. (CA Code of Regulations 55002(a), 55005, 58102, 58104)

2.4. Courses offered in the DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE. (CA Code of Regulations 55002(3))

2.5. All COLLEGE rules and regulations apply to CCAP courses, except as exempted elsewhere in this Agreement.

2.6. COLLEGE has procedures in place to ensure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. Such procedures include, but are not limited to; site visits to the site of the CCAP course by one or more representatives of the COLLEGE to ensure that courses offered at the DISTRICT are the same courses offered at the COLLEGE.

2.7. CCAP courses to be offered in the DISTRICT during the span of this AGREEMENT: AGRI 196, and ENGL 1A, ENGL S, and IT 100.

2.8. Total number of high school students to be served: 120

2.9. Total number of full-time equivalent students projected to be claimed by COLLEGE: 19.1

2.10. Scope, Nature, Time and Location of courses to be offered by the COLLEGE:

AGRI 196: Intro to Sustainable Agriculture (3 units)
Description: Introduction to the concepts and principles of agro ecology as applied to the design and management of sustainable agricultural systems. Includes examination of case studies connecting sustainable agriculture principles to farming practices.

Offered at Lincoln High School for Spring 2021 during the regular school day (8:00-15:00).

ENGL 1A: Introduction to Composition (4 units)
Description: Develops and refines students' writing, reading, and critical thinking skills by introducing the conventions of academic conversations and arguments in an academic community. Students read and discuss a variety of works from different literary genres, focusing on non-fiction and expository texts, reading 20 or more pages per week. The course also emphasizes research skills, including accessing college library databases, evaluating and documenting sources, using MLA style, and practicing academic integrity. Students write essays in expository and argumentative prose, including at least one research paper, in response to class reading and outside research, for a total of at least 6500 words. (C-ID ENGL 100) (CSU, UC)

Offered at Lincoln High School for Spring 2021 during the regular school day (8:00-15:00).

ENGL S: English 1A Support (2 units)
Description: This class supports students who are concurrently enrolled in English 1A, emphasizing the development and integration of critical thinking, reading, organizing, and writing skills as required for successful execution of college level composition. (not transferable) (pass/no pass grading)

Offered at Lincoln High School for Spring 2021 during the regular school day (8:00-15:00).

IT 0100: Information and Communication Technology Essentials (4 units)
Description: Provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level ICT professionals. Focuses on the fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional. Preparation for CompTIA's A+ certification exam. Also includes exploration and practice of 21st century career skills: Self Awareness, Communication, Social/Diversity Awareness. (C-ID ITIS 110) (CSU)

Offered at Lincoln High School for Fall 2020 during the regular school day (8:00-15:00).

2.11. Students shall demonstrate their ability to benefit from these courses through their high school transcripts, assessment by appropriate DISTRICT personnel, and placement through COLLEGE processes where applicable.

2.12. The COLLEGE certifies that under this agreement, the college courses offered for credit at the DISTRICT do not reduce access to the same course offered at the partnering community college campus.

2.13. The COLLEGE certifies that no course offered under this agreement is oversubscribed or has a waiting list.

2.14. The COLLEGE certifies that its participation in this CCAP partnership is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in this CCAP partnership will not lead to enrollment displacement of otherwise eligible adults in the community college.

2.15. Additional CCAP Courses may be added during the span of this AGREEMENT by mutual agreement of the COLLEGE and the DISTRICT and these CCAP Courses shall be identified in a fully executed addendum to this agreement.

3. FACULTY

3.1. CCAP Faculty shall be COLLEGE-approved high school teachers who meet the Minimum Qualifications for Faculty and Administrators in California Community Colleges for the discipline in which they are assigned to teach. (CA Code of Regulations 53410)

3.2. CCAP Faculty shall be the sole employees of the DISTRICT and the DISTRICT shall be solely responsible for all associated salaries, wages, and benefits due to faculty.

3.3. The COLLEGE certifies that under this agreement, a qualified high school teacher teaching a course offered for college credit at the high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college.

3.4. Concurrent Enrollment Faculty provided by the DISTRICT shall meet the discipline-specific minimum qualifications established by the COLLEGE. (CA Code of Regulations 53410)

3.5. Prior to teaching, CCAP Faculty provided by the DISTRICT shall receive discipline-specific training and orientation from the COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, procedures, record keeping, and instructional responsibilities. (CA Code of Regulations 58058)

3.6. CCAP Faculty provided by the DISTRICT may participate in all professional development activities sponsored by the COLLEGE during any semester they teach in the CCAP program and shall be encouraged to participate in ongoing collegial interaction to address course content, course delivery, assessment, evaluation, and/or research and development in the field. (CA Code of Regulations 58058)

3.7. CCAP Faculty provided by the DISTRICT who do not comply with the policies, regulations, standards, and expectations of the COLLEGE risk becoming ineligible to teach CCAP courses at the discretion of the COLLEGE. CCAP Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for part-time faculty of the COLLEGE and by the DISTRICT using the adopted evaluation process for teachers employed by the DISTRICT. The COLLEGE evaluation process includes student surveys. (CA Code of Regulations 58058)

3.8. CCAP Faculty must sign an Instructor Agreement, approved by the COLLEGE, and shall meet qualifications required by the COLLEGE. The COLLEGE has the primary right to control and direct the instructional activities of the instructor during the term specified by the contract. (CA Code of Regulations 58058(b); Sierra College AP4610)

3.9. Discipline and dismissal of CCAP Faculty will be the sole responsibility of the DISTRICT consistent with the relevant dismissal and discipline processes for teachers employed by the DISTRICT.

3.10. While this agreement does not call for the use of community college instructors to teach CCAP courses on a high school campus, COLLEGE certifies that any community college instructor teaching a course on a high school campus shall not have been convicted of any sex offense as defined in Section 87100, or any controlled substance offense as defined in Section 87011.

3.11. While this agreement does not call for any community college instructor to teach CCAP courses on a high school campus, COLLEGE certifies that any community college instructor teaching a course on a high school campus shall not displace or result in the termination of an existing high school teacher teaching the same course on that high school campus.

3.12. While this agreement does not call for any community college instructor to teach any remedial courses on a high school campus, COLLEGE certifies that any remedial course would be offered only to high school students who do not meet their grade level standard in math or English as assessed and determined by school district, and that any delivery of remedial courses shall involve a collaborative effort between the Parties.

4. LIAISON

4.1. The COLLEGE shall appoint a liaison who will approve all CCAP Faculty in consultation with the academic department of the COLLEGE. (CA Code of Regulations 58056)

4.2. The liaison or designee shall provide initial training for CCAP Faculty, conduct site visits, COLLEGE performance evaluations, and strengthen communication between essential elements of the DISTRICT, the COLLEGE, academic departments, and student services. (CA Code of Regulations 58056)

4.3. The liaison will also keep CCAP Faculty appraised of new curriculum developments, pedagogic innovations, textbook adoptions, educational outcomes, assessment of learning, grading standards, proficiency expectations, and syllabus components. (CA Code of Regulations 58056)

5. ON-SITE SUPERVISION

5.1. CCAP Courses will be conducted at Lincoln High School ("SCHOOLS"), which are public school facilities operated by DISTRICT.

5.2. CCAP Courses and students shall be under the direct supervision of the CCAP Faculty at the SCHOOL. Student discipline is the responsibility of the DISTRICT.

5.3. The COLLEGE will maintain control and direct the instructional activities of the CCAP Faculty and shall outline the duties of the CCAP Faculty in a separate agreement. (CA Code of Regulations 58056)

5.4. COLLEGE will provide direction to CCAP Faculty through an instructor's manual, course outlines, curriculum materials, testing and grading procedures and any other materials and services it would provide to its hourly on-campus instructors.

6. STUDENTS

6.1. Students must meet all COLLEGE prerequisite and placement requirements before enrolling in a CCAP Course. (CA Code of Regulations 51006, 58051.S, and CA Ed Code 76002)

6.2. Grades earned by students enrolled in CCAP Courses will be posted on official COLLEGE and DISTRICT transcripts. (CA Ed Code 76220)

6.3. Students enrolled in CCAP Courses will be directed to the official catalog of the COLLEGE.

6.4. Students enrolled in CCAP Courses shall have access to student support services programs available at the COLLEGE for which they may be eligible.

6.5. Students who withdraw from a CCAP Course will not receive any COLLEGE credit for work completed. All COLLEGE enrollment, attendance, grading, and repeatability regulations apply to CCAP courses.

6.6. Students enrolled in a CCAP Course will be held to a comparable level of rigor to all courses offered at the COLLEGE.

6.7. Students with disabilities who are enrolled in CCAP courses are eligible to receive accommodations in adherence with the COLLEGE policies and procedures. Appropriate accommodations will be provided through the COLLEGE Disabled Students Programs and Services Office.

6.8. Student discipline is the responsibility of the DISTRICT. Instances of student dishonesty are subject to COLLEGE policy.

6.9. Participation in a CCAP course is limited solely to eligible high school students.

7. ASSESSMENT

7.1. Students enrolled in CCAP Courses shall be held to the same standards of achievement as students on the COLLEGE campus. (CA Ed Code 48801)

7.2. Students enrolled in CCAP Courses shall be held to the same grading standards as those expected of students in on campus COLLEGE sections.

7.3. Students enrolled in CCAP Courses shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in on campus COLLEGE sections.

8. EVALUATION

8.1. The COLLEGE and the DISTRICT may conduct student evaluations for each CCAP Course offered in the SCHOOL. (CA Ed Code 58920)

8.2. The COLLEGE and the DISTRICT may survey and collect data on alumni of CCAP Courses after they graduate from the DISTRICT. (CA Ed Code 76220)

8.3. The COLLEGE and the DISTRICT may annually conduct surveys of participating high school instructors, principals, and guidance counselors.

8.4. The COLLEGE and the DISTRICT shall share survey data for the purpose of informing practice, making adjustments, and improving the quality of CCAP Course delivery.

9. RECORDS

9.1. Records of student attendance and achievement (grades) for all DISTRICT students who enroll in a CCAP course shall be maintained by the DISTRICT and open for review at all times by officials of the COLLEGE. (CA Ed Code 76220)

9.2. Records of student attendance and achievement (grades) for all DISTRICT students who enroll in a CCAP Course shall be kept by the instructor and submitted to the COLLEGE using the COLLEGE's usual processes. (CA Ed Code 76220)

9.3. In engaging in the information exchanged described in this section, DISTRICT and COLLEGE will both comply with state and federal privacy laws with regard to all student records for students enrolled in a CCAP Course. This includes protecting student records from unauthorized disclosure or transmission to unauthorized third parties. The College is committed to the protection and confidentiality of student educational records by adhering closely to the guidelines established by the Family Educational Rights and Privacy Act (FERPA) which is federal legislation established to regulate access and maintenance of

student educational records. Federal and state laws relating to the privacy of student records may differ from those regulations governing California high school students.

10. REIMBURSEMENT

10.1. The DISTRICT shall invoice the COLLEGE at the end of each semester for the instructional services rendered at a rate of $750 per unit delivered to CCAP students.

10.2. The COLLEGE shall make payment to the DISTRICT within 30 days of receiving the invoice for instructional services rendered. (CA Ed Code 76355)

10.3. The financial arrangements defined herein may be adjusted annually by a duly adopted written amendment to this Agreement, signed by both Parties.

10.4. Separate and distinct from the COLLEGE's reimbursement for instructional services, the DISTRICT shall pay the instructor of record a stipend. These stipends are not reimbursable expenses and remain the sole responsibility of DISTRICT.

11. COMPLIANCE

11.1. Both the COLLEGE and the DISTRICT certify that they are in compliance with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP partnership course offered for high school credit.

11.2. The DISTRICT will be employer of record for purposes of assignment monitoring and reporting to the county office of education.

11.3. The DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.

11.4. The DISTRICT and the COLLEGE have established protocols for information sharing, in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses.

11.5. Points of contact for the duration of this agreement:

DISTRICT: Michael Maul, Principal

COLLEGE: Lucas Moosman, Executive Dean of Student Success-Instruction

12. INDEMNIFICATION

12.1. The DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its officers, agents, governing board members and employees from any and all claims, injuries, demands, liabilities, costs, expenses (including reasonable attorneys' fees and court costs), damages, causes of action, losses, and judgments, arising out of the performance of or in connection with this AGREEMENT. The obligation to indemnify shall extend to all claims and losses that arise from the negligence or willful acts of the DISTRICT, its officers, agents, governing board members and employees.

12.2. The COLLEGE agrees to and shall indemnify, save and hold harmless the DISTRICT and its officers, agents, governing board members, and employees from any and all injuries, claims, demands, liabilities,

costs, expenses (including reasonable attorneys' fees and court costs), damages, causes of action, losses, and judgments, arising out of the performance of or in connection with this AGREEMENT. The obligation to indemnify shall extend to all claims and losses that arise from the negligence or willful acts of the COLLEGE, its officers, governing board members and employees.

13. INSURANCE

The DISTRICT, in order to protect the COLLEGE, its agents, governing board members, employees and officers and volunteers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, evidence of general liability insurance or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS ($1,000,000) per occurrence, and property damage insurance of not less than ONE MILLION DOLLARS ($1,000,000) per occurrence with an insurer with a current A.M. Best's rating of no less than A-VII authorized to do such public liability and property damage insurance business in the state of California or otherwise acceptable to the COLLEGE. Said policy of insurance or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers and volunteers as an additional insured for the purposes of this AGREEMENT. A certificate of insurance including such endorsement shall be furnished to the COLLEGE prior to the commencement of services.

Evidence of Sexual Misconduct coverage shall be included on the evidence of insurance if included in the general liability insurance program. Otherwise, evidence of coverage shall also be provided to the COLLEGE.

The DISTRICT shall provide evidence of automobile liability insurance or an approved program of self-insurance in an amount not less than ONE MILLION DOLLARS ($1,000,000) per occurrence with an insurer with a current A.M. Best's rating of no less than A-VII authorized to do such public liability and property damage insurance business in the state of California or otherwise acceptable to the COLLEGE. Coverage shall include owned, non-owned and hired automobiles.

The DISTRICT shall provide proof of worker's compensation insurance evidencing statutory limits as required by the State of California. The District shall also furnish evidence of ONE MILLION DOLLARS ($1,000,000) per accident for bodily injury or disease of Employer's Liability coverage. DISTRICT's insurer shall agree to waive their rights of subrogation by providing an endorsement to the COLLEGE acknowledging such.

DISTRICT shall provide 30-day notice of intent to cancel, non-renew or make material change in coverage for all lines of coverage to COLLEGE.

Any insurance proceeds that are available to the DISTRICT that are broader than or in excess of the specified minimum insurance coverage shall be available to the COLLEGE as an additional insured.

14. FULL FUNDING

14.1. A district shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment.

14.2. The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to a CCP agreement is authorized attendance for which the community college district shall be credited or reimbursed pursuant to ECS 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity.

14.3. The COLLEGE certifies that the direct education costs of the CCAP courses are not being fully funded through other sources.

14.4. The DISTRICT certifies that it has not received full compensation for the direct education costs for the conduct of the CCAP Courses from other sources.

14.5. The DISTRICT agrees and acknowledges that the COLLEGE will claim apportionment for the students enrolled in CCAP courses.

15. REPORTING

15.1. The COLLEGE, in conjunction with the DISTRICT, shall report annually to the State Chancellor's office the following information:

i. The total number of high school pupils by school site enrolled in this CCAP partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws.
ii. The total number of community college courses by course category and type and by school site enrolled in my CCAP partnership participants.
iii. The total number and percentage of successful course completion, by course category and type and by school site, of CCAP partnership participants.
iv. The total number of Full-Time Equivalent Student (FTES) generated by CCAP partnership participants.

16. NON-DISCRIMINATION CLAUSE

16.1. The COLLEGE affirms that it shall not discriminate against any person in any aspect of education or employment without regard to ethnicity, national origin, religion, age, sex, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he or she is perceived to have one or more of the foregoing characteristics or based on association with a person or group with one or more of these actual or perceived characteristics.

17. TERM OF AGREEMENT

17.1. July 15, 2020 to June 30, 2021

18. TERMINATION OR CHANGES

18.1. Either party may terminate this AGREEMENT at any time by providing 30-days' written notice to the other party. Written notice of termination shall be addressed to the responsible person listed in Item 19 below.

18.2. Upon receiving or providing a notice of termination of this AGREEMENT, the Parties shall develop a mutually agreeable teach-out plan that enables students to complete the CCAP course they are enrolled in and provides for a final invoice from DISTRICT for any remaining instructional services.

18.3. COLLEGE will reimburse DISTRICT 30 days after receiving the final invoice for any remaining instructional services occurring through the teach-out plan.

19. NOTICE TO PERSONS RESPONSIBLE FOR THE IMPLEMENTATION OF THIS AGREEMENT

All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that the Party to be notified may have designated to the sender by like notice):

TO THE DISTRICT:

Michael Maul
Principal Executive
Western Placer Unified School District
Lincoln High School
790 J Street
Lincoln, CA 95648

TO THE COLLEGE:

Lucas Moosman
Dean of Student Success-Instruction
Sierra Joint Community College District
5100 Sierra College Boulevard
Rocklin, CA 95677

20. MISCELLAENOUS

20.1. This Agreement contains all agreements, promises and understandings between the Parties regarding this transaction, and no oral agreement, promises or understandings shall be binding upon either party in any dispute, controversy or proceeding.

20.2. This Agreement may not be amended or varied except in a writing signed by all parties. This Agreement shall extend to and bind the heirs, personal representatives, successors and assigns hereto.

20.3. The failure of either party to insist upon strict performance of any of the terms or conditions of this Agreement or to exercise any of its rights hereunder shall not waive such rights and such party shall have the right to enforce such rights at any time.

20.4. This Agreement and the performance thereof shall be governed interpreted, construed and regulated by the laws of the state of California. The Parties hereto agree to submit to the jurisdiction of any court of competent jurisdiction within Placer County, California.

20.5. This Agreement may be executed in counterparts which, taken together, shall constitute a single instrument. Facsimile and other electronically transmitted signature pages shall be effective to bind a Party to this Agreement.

20.6. A copy of this Agreement shall be filed with the Chancellor's Office of the California Community Colleges.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT as of the last date written below.

Date:

SIERRA JOINT COMMUNITY COLLEGE DISTRICT

Date: 6/22/20

WESTERN PLACER UNIFIED HIGH SCHOOL DISTRICT

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Ratification of the 2020-2021 Contract with YMCA of Silicon Valley Project Cornerstone

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Kerry Callahan
Deputy Superintendent

ENCLOSURES:
Yes

DEPARTMENT:
Educational Services

FINANCIAL INPUT/SOURCE:
LCFF – Instructional Materials

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:
The attached contract is with YMCA of Silicon Valley Project Cornerstone (Project Cornerstone), a Washington non-profit corporation. The goal of this collaboration is to educate both adults and students on how to create an environment where all youth succeed and thrive including training and coaching to school site staff.

RECOMMENDATION:
Administration recommends that the Board ratify the contract proposal agreement between YMCA and Western Placer Unified School District.

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PROJECT CORNERSTONE
A YMCA of Silicon Valley Initiative

Memorandum of Understanding

YMCA of Silicon Valley Project Cornerstone & Western Placer Unified School District
School Partnership Agreement
July 2020 – June 2021

This memorandum of understanding outlines the agreement between the YMCA of Silicon Valley Project Cornerstone (Project Cornerstone) and the Western Placer Unified School District (WPUSD) regarding implementation of the Project Cornerstone School Partnership during the period of July 2020 – June 2021.

With the current COVID-19 situation and various unknown factors, Project Cornerstone will continue to collaborate with partners to address needs related to current guidelines and protocols, as determined by the authorities and the District. Content of the training workshops, programs, and services may need to be modified, and delivery may need to be in-person, on-line, or a hybrid of both, as requested.

Project Cornerstone will support WPUSD's efforts to provide a positive school climate for all of its students and to increase parent/adult and staff engagement. The goal of this collaboration is to educate both adults and students on how to create an environment where all youth succeed and thrive:

1. Use of Resources:
    a. Project Cornerstone will assign the School Partnerships Director to provide service coordination.
    b. WPUSD will assign a liaison to coordinate services.
    c. WPUSD will provide space for services and programs at no cost to Project Cornerstone.

2. Payment and Service Report Terms:
    a. WPUSD will pay Project Cornerstone $4,000. WPUSD has the option to choose a payment timeline:
        i. Full payment at $4,000 due August 31, 2020, or
        ii. Split payment with $2,000 due August 31, 2020 and $2,000 due January 29, 2021.
    b. Project Cornerstone will submit a mid-year report on services provided by mid-January 2021 and an end-of-year report on services provided by mid-June 2021.

3. Coordination and Delivery of Services from the Project Cornerstone "menu" *may* include services/programs such as the following, depending on WPUSD's needs/calendar and Project Cornerstone's staffing capacity/calendar:
    a. Training and coaching to school site staff on Developmental Assets (e.g. caring school climate, service to others, positive adult role models, and school engagement) and their link to greater academic achievement and Social and Emotional Learning.

    b. Parent Education workshops on topics such as Developmental Assets, bullying prevention, strengthening relationships, understanding adolescents, and supporting youth at school and home.

    c. ***Take It Personally*** educational workshop series in the District for parents/adults: These workshops are 90 minutes each for six weeks. (Because of the COVID-19 situation as stated above and depending on the District's participants, Project Cornerstone may need to adjust the length of each workshop session and/or the number of sessions provided in this series if delivery is online.) This MOU does not cover the $20 per participant cost of the workbook and other materials. Project Cornerstone is open to exploring ways to address this, such as: asking parents/participants for a suggested donation, or invoicing WPUSD separately while not asking parents/participants, or accepting a donation in any amount from WPUSD.

d. At elementary school sites: ***Bilingual Pre-School/Transitional Kindergarten (PK/TK)***, ***Asset Building Champions (ABC)***, and/or ***Los Dichos*** program(s), including the 2020-21 curriculum, training, and support.

e. At middle school sites: ***Middle School SEL (Social and Emotional Learning) Program*** including the 2020-21 curriculum, training, and support. Other middle school asset building activities may also be supported.

f. Half-day student workshop, ***Expect Respect***, and ongoing support to develop leadership skills, educate students about ways to reduce bullying, and promote healthy behaviors on campus. Students will develop action plans to promote safe, caring school climates, which will be implemented during the school year with the support of the school's faculty/adult advisor.

g. Additional services may be provided based on availability and staff capacity.

4. Insurance
The YMCA of Silicon Valley (YMCA) will maintain for the duration of this agreement insurance against claims for injuries to person or damages to property which may arise from the YMCA, its agents, representatives, employees, or subcontractors.

5. Indemnification
The YMCA shall defend, indemnify, and hold harmless WPUSD, including its officers, employees and agents, from and against any and all liability, losses, damages and expenses, including reasonable attorney's fees and costs, incurred by WPUSD which arise out of or relate to the wrongful, willful, or negligent act or omission of the YMCA, its officers, directors, employees or agents, in the performance of this agreement.

WPUSD shall defend, indemnify, and hold harmless the YMCA, including its officers, employees and agents, from and against any and all liability, losses, damages and expenses, including reasonable attorney's fees and costs, incurred by the YMCA which arise out of or relate to the wrongful, willful, or negligent act or omission of WPUSD, its officers, directors, employees or agents, in the performance of this agreement.

6. Application Law
This Agreement represents the entire understanding of the parties and it is under jurisdiction and subject of the State of California.

7. Termination of Agreement
Each party has the right to terminate this contract if the other party has materially breached any obligation herein and such breach remains uncured for a period of thirty (30) days after written notice thereof is sent to the other party.

YMCA of Silicon Valley Project Cornerstone	Western Placer Unified School District
Authorized Signature	Authorized Signature
Sandy Walker	Kerry Callahan
Printed Name	Printed Name
President and CEO	Deputy Superintendent
Title	Title
	6/22/20
Date	Date

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Student Discipline
Stipulated Expulsion
Student #19-20-F

AGENDA ITEM AREA:
Consent

REQUESTED BY:
Chuck Whitecotton
District Hearing Officer

ENCLOSURES:
No

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will take action under consent to approve Stipulated Expulsion of Student #19-20-F.

RECOMMENDATION:

The Administration recommends the Board of Trustees take action to approve the Stipulated Expulsion of Student #19-20-F.

wp/rk/factform

INFORMATION

DISCUSSION

ACTION

ITEMS

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
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5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
2020-2021 Start of School & Educational Program Options during COVID-19 Mitigation

AGENDA ITEM AREA:
Discussion

REQUESTED BY:
Scott Leaman, Superintendent
Kerry Callahan, Deputy Superintendent

ENCLOSURES:
No

DEPARTMENT:
Superintedent/Educational Services

FINANCIAL INPUT/SOURCE:
NA

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

We have been closely monitoring the status of COVID-19 in Placer County and its impact on the District's ability to offer in-person learning as an option for families to start the school year on August 20, 2020. At the time of preparing this item for the Board meeting, Placer County was still on the watchlist and if this situation continues, WPUSD schools will not be able to offer in-person instruction.

Our goal is to transition to in-person instruction as soon as possible, taking into consideration the safety of our students and staff. When we are able to offer in-person instruction for students, we will continue to offer a distance learning option (we call *InterCONNECT*) for families who choose to remain on distance learning. We will be fully prepared to implement distance learning for all students beginning on August 20, 2020. Additionally, we will be prepared to seamlessly transition students to in-person instruction when conditions allow, while continuing to serve students that choose to remain in the distance learning based program.

Outlined, on next page, are our two program offerings for students during the COVID-19 mitigation. Parents wanting distance learning (*InterCONNECT*) by choice have been asked to opt into the program by Monday, August 3, 2020. If we cannot start school with an in-person option, all students will automatically be served through InterCONNECT.

LEARNING OPTIONS

UPDATED AS OF JULY 21, 2020*

IN-PERSON INSTRUCTION

5-days a week with modifications

- Grades TK-12
- Structured learning environment in a familiar face-to-face setting
- Daily schedule ~8:00am-12:30pm
- Site-based before and after school childcare options
- Daily meal options available
- Strict adherence to protocols for safe interaction & socialization
- Coupled with InterCONNECT, should schools need to close

WPUSD

-OR-

*Inter*CONNECT

The ideal at-home learning model taught by credentialed WPUSD teachers

- Grades TK-12
- Structured curriculum
- Online schedule
- Required participation
- Daily teacher support
- Access to a district Chromebook
- Students assigned to teachers at their home school with their peers participating in in-person instruction
- Weekly meal options available

*Program offerings are subject to change, based on public health requirements and recommendations

In-Person Program (Modified 5-day Schedule):

WPUSD will offer a modified 5-day school schedule for parents wishing for their child(ren) in grades TK-12 to return to school for in-person learning. School will begin at approximately 8:00am and end at approximately 12:30pm each day. Students will be fully engaged in learning while in-person, but will also have learning activities to engage in outside of their in-person learning time. The schedules and start/end times will vary slightly from school-to-school and specifics will be provided to families directly from the school sites. The early dismissal time allows for teachers to serve those students participating in 100% distance learning and to complete other essential duties required of them during their work day to support all students' learning.

Transportation schedules will be adjusted to accommodate for the changes in our daily schedule and students will have access to transportation consistent with our normal offerings, etc.

Meal options will be available for students to pick up at dismissal ("Grab and Go") each day. Parents who qualify for the free/reduced lunch program are encouraged to apply/reapply for the program as you normally would at the start of each school year. Additional information regarding student meal options will be provided from our school sites and/or food services department.

We will adhere to strict protocols for safe interaction and socialization as outlined in our roadmap to reopening. Students will also be expected to adhere to our protocols. In addition, we will be prepared to transition to distance learning in the event it is necessary to do so for staff and student safety.

If you would like your child(ren) to start with or transition to in-person learning, you do not need to do anything. Any student that does not opt into InterCONNECT, our 100% distance learning program, will automatically be enrolled in our in-person program.

InterCONNECT Program (100% Distance Learning):

Students in grades TK-12 opting for 100% distance learning will be assigned to a WPUSD credentialed teacher from their school of attendance along with other distance learning students and students participating in our in-person learning program. Teachers will provide a flexible daily schedule and ample resources for students to engage in grade-level appropriate online learning activities aligned with the rigor of our district adopted curriculum. Teachers will check-in virtually on a daily basis with students to support learning. Student engagement will be required on a daily basis and attendance will be verified through the completion of weekly engagement logs.

InterCONNECT will be different from the distance learning we provided from March through June. Parents who opt for this program will receive more specific information regarding teacher/student expectations for InterCONNECT. Additionally, training for parents will be available to equip you with the tools/skills to support student learning at home.

If needed, students can checkout a district Chromebook to ensure their access to and ability to complete required assignments. Additionally, if needed, classroom materials and supplies needed to complete learning activities can be provided to students.

Weekly meal options will be available for students to pick up ("Grab and Go") each week. Parents who qualify for the free/reduced lunch program are encouraged to apply/reapply for the program as you normally would at the start of each school year. Additional information regarding student meal options will be provided from our school sites and/or food services department.

RECOMMENDATION:

Administration recommends the Board discuss program options and plans for starting the school year.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
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SUBJECT:
Approval of Resolution No. 20/21.1, Annual Adjustment of Community Facilities District Mello-Roos Rates for CFD #1 and CFD #2

AGENDA ITEM AREA:
Action

REQUESTED BY:
Michael Adell, Director of Facilities

ENCLOSURES:
Yes

DEPARTMENT:
Facilities

FINANCIAL INPUT/SOURCE:
Restricted Facilities Fund 49

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
Yes

BACKGROUND:

Annually the rates for fee calculations for Mello-Roos tax within the Western Placer Unified School District's Community Facilities Districts #1 and #2 are adjusted in accordance with the California Construction Cost Index (CCCI), utilizing the annual percentage increase or decrease for the most recent full calendar year as the standard. As of December 2019, there was an increase in the Construction Cost Index of 3.6%. This will increase the rates within CFD #1 to $7.42 per square foot and CFD #2 to $0.5954 per square foot respectively. Both districts observe a cap of 2,200 square feet per residential unit that can be charged. If approved, these rate increases will go into effect immediately.

RECOMMENDATION:
Staff requests that the Board of Trustees approve Resolution No. 20/21.1 to adjust CFD rates for the 2020-2021 fiscal year as outlined.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Resolution No. 20/21.1

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WESTERN PLACER UNIFIED SCHOOL DISTRICT APPROVING TO APPLY AN ESCALATION FACTOR TO ITS COMMUNITY FACILITIES DISTRICTS NO. 1 AND NO. 2 SPECIAL TAX RATE

WHEREAS, based upon the comparison of the California Department of General Services Construction Cost Index as of December 2019, the computed escalation factor is calculated at 3.6%;

NOW THEREFORE, The Board of Trustees of the above titled district **FINDS, DECLARES, RESOLVES AND ORDERS** as follows:

1. Apply a 3.6% escalation factor to the FY 2019-20 rate of $7.16 per square foot of living space, capped at 2,200 square feet per unit, for a FY 2020-21 rate of $7.42 per square foot of living space, capped at 2,200 square feet per unit, for Community Facilities District No. 1.

2. Apply a 3.6% escalation factor to the FY 2019-20 rate of $0.5747 per square foot of living space, capped at 2,200 square feet per unit, for a FY 2020-21 rate of $0.5954 per square foot, capped at 2,200 square feet per unit, for Community Facilities District No. 2

APPROVED, PASSED and ADOPTED by the Governing Board of the Western Placer Unified School District this 4th day of August 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
President of the Governing Board
Western Placer Unified School District

ATTEST:

_____
Secretary of the Board of Trustees
Western Placer Unified School District

C4

(http://www.ca.gov)

(mailto:?subject=DGS%20California%20Construction%20Cost%20Index%20CCCI&body=%0ahttps%3A%2F%2Fwww.dgs.ca.gov%2FRESD%2FResources%2FPage-Content%2FReal-Estate-Services-Division-Resources-List-Folder%2FDGS-California-Construction-Cost-Index-CCCI%0a%0a)

Careers (/OHR/Careers) Translate

(https://www.dgs.ca.gov/RESD)

HOME (/) REAL ESTATE SERVICES DIVISION (HTTPS://WWW.DGS.CA.GOV/RESD) RESOURCES (HTTPS://WWW.DGS.CA.GOV/RESD/RESOURCES) DGS CALIFORNIA CONSTRUCTION COST INDEX CCCI (HTTPS://WWW.DGS.CA.GOV/RESD/RESOURCES/PAGE-CONTENT/REAL-ESTATE-SERVICES-DIVISION-RESOURCES-LIST-FOLDER/DGS-CALIFORNIA-CONSTRUCTION-COST-INDEX-CCCI)

DGS California Construction Cost index CCCI

Client agencies can find current construction cost index for California by the Real Estate Services Division.

The California Construction Cost index is developed based upon Building Cost Index (BCI) cost indices average for San Francisco and Los Angeles ONLY as produced by Engineering News Record (ENR) and reported in the second issue each month.

This table is updated the 2nd half of the month. The ENR BCI reports cost trends for specific construction trade labor and materials in the California market and does not reflect current market bidding environment.

California Construction Cost Index 2016-2020

Month	2020	2019	2018	2017	2016
January	6995	6684	6596	6373	6106
February	6945	6700	6596	6373	6132
March	6947	6616	6596	6373	6248
April	6955	6841	6596	6461	6249
May	6958	6852	6596	6455	6240
June	7041	6854	6598	6470	6238
July		6854	6643	6474	6245
August		6823	6613	6620	6244
September		6814	6674	6620	6267
October		6851	6679	6596	6343
November		6895	6679	6596	6344
December		6924	6684	6596	6373
Annual % *		3.6%	1.3%	3.5%	4.4%

Annual Percentage is calculated from December to December.

172

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students**
2. **Foster a safe, caring environment where individual differences are valued and respected.**
3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.**
4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.**
5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
2020-21 District Budget Update – State Budget Approval

AGENDA ITEM AREA:
Information

REQUESTED BY:
Audrey Kilpatrick
Assistant Superintendent, Business & Operations

ENCLOSURES:
Yes

DEPARTMENT:
Business Services

FINANCIAL INPUT/SOURCE:
General Fund

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

California Education Code 42127(i)(4) requires school districts 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.

The California State budget for 2020-21 was approved by the Legislature and signed by the Governor by June 30, the deadline.

With the approval of the state budget and the changes in revenues and programs from the final state budget, the budget assumptions staff used to prepare the 2020-21 Adopted Budget presented to the Board in June 2020 will require a revision and be reflected at First Interim reporting in December 2020.

The attached presentation displays the changes to our District's 2020-21 Budget due to the State Budget approval.

RECOMMENDATION:

Staff recommends the Board receive the 2020-21 District budget update.

Western Placer Unified School District

2020-21 State Budget Approval & District Budget

Board Presentation
August 4, 2020

Themes for the 2020–21 Enacted State Budget

- Governor Gavin Newsom and the Legislature provided resources and support beyond the Proposition 98 requirement in 2020–21, giving one-time federal resources and pension rate relief and promising more than the minimum guarantee in 2021–22
- But troubling tradeoffs were also made—tying the hands of districts that needed to make layoffs, deferring significant portions of cash, and not funding enrollment growth for local educational agencies (LEAs)
- Programmatically, the 2020–21 State Budget creates rules for distance learning, and in-person and hybrid instruction models as a condition to receive flat funding in 2020–21
  - These provisions have caused a lot of concern in the field as LEAs adapt education programs for the fall to these new rules and health guidance

State General Fund Budget Summary

Revenues & Expenses

Revenues and transfers increase 0.07% in 2020–21, while expenditures decrease by 8.87%

Reserves

Nearly half of the Rainy Day Fund will be drawn from during the 2020–21 fiscal year

Source: California State Budget Summary 2020–21

2020–21 General Fund Budget Summary (in millions)

	2019–20	2020–21
Prior-Year Balance	$11,280	$1,972
Revenues and Transfers	$137,625	$137,719
Total Resources Available	$148,905	$139,691
Non-Proposition 98 Expenditures	$94,277	$88,834
Proposition 98 Expenditures	$52,656	$45,066
Total Expenditures	$146,933	$133,900
Fund Balance	$1,972	$5,791
Reserve for Liquidation of Encumbrances	$3,175	$3,175
Special Fund for Economic Uncertainties	-$1,203	$2,616
COVID Reserve	-	($716)
Safety Net Reserve	$900	$450
Budget Stabilization Account/Rainy Day Fund	$16,116	$8,310

State January Budget vs. May Revision vs. Enacted Budget

Item	January Budget	May Revision	Enacted Budget
2020–21 LCFF* Funding Change	+$1.2 billion	-$6.5 billion	$0
Proposition 98 Minimum Guarantee 2018–19 2019–20 2020–21	 $78.4 billion $81.6 billion $84.0 billion	 $78.7 billion $77.4 billion $70.5 billion	 $78.5 billion $77.7 billion $70.9 billion
2020–21 Statutory COLA	2.29%	2.31% (Not funded, additional cuts)	2.31% (Not funded)
One-Time Discretionary Funds	$0	$0	$0

*Local Control Funding Formula (LCFF)

2020-21 WPUSD Revised Budget Based on Final State Budget

	2020/21 Original Budget - Adopted	2020/21 Revised Budget - Final State Budget	Difference	
Revenue Limit Sources	60,404,653	65,266,798	4,862,145	1
Federal Revenue	3,034,583	6,440,691	3,406,108	2
Other State Revenue	6,135,443	6,625,880	490,437	3
Other Local Revenue	5,398,589	5,253,382	(145,207)	4
Total Revenues	**74,973,268**	**83,586,751**	**8,613,483**	
Certificated Salaries	34,250,314	34,250,314	-	
Classified Salaries	10,137,164	10,137,164	-	
Employee Benefits	20,469,182	20,469,182	-	
Books and Supplies	4,470,412	8,076,949	3,606,537	5
Services and Other Operating Expenditures	7,739,265	8,139,265	400,000	5
Capital Outlay	147,547	147,547	-	
Other Outgo	2,053,123	2,053,123	-	
Total Expenditures	**79,267,007**	**83,273,544**	**4,006,537**	
Interfund Transfers In	-	-	-	
Interfund Transfers Out	(345,360)	(345,360)	-	
Other Sources	-	-	-	
Other Uses	-	-	-	
Total Other Sources/Uses	(345,360)	(345,360)	-	
Net Increase/Decrease	**(4,639,099)**	**(32,153)**	**4,606,946**	
Beginning Fund Balance	11,143,557	11,143,557	-	
Ending Fund Balance	**6,504,458**	**11,111,404**	**4,606,946**	
Components of Ending Fund Balance				
Nonspendable:				
Revolving Cash	5,000	5,000	-	
Reserve - Designated Programs	1,215,322	1,215,322	-	
Reserve - Economic Uncertainty @ 3%	**2,388,371**	**2,508,567**	**120,196**	
Reserve-MAA - Ext Day Kindergarten Setup	91,842	91,842	-	
Reserve-2 FTE K & MS Class-size Staffing 20/21	160,000	160,000	-	
Reserve-Start Up - High School 21/22	1,500,000	1,500,000	-	
Reserve-One-Time Science Adoption 20/21	400,000	400,000	-	
Reserve-Charter Technical Assistance	270,455	270,455	-	
Reserve-Unassigned Economic Uncertainty surplus/(deficit)	**473,468**	**4,960,218**	**4,486,750**	
Total Ending Fund Balance	**6,504,458**	**11,111,404**	**4,606,946**	

Budget Changes:

1. Elimination of Governor's proposed ten percent LCFF reduction ($5.1 million), reduction in funded ADA (19/20 Funded) ($250k)
2. Learning Loss Mitigation funds - Federal portion
3. Learning Loss Mitigation Funds - State portion ($545k), and reduction in projected lottery revenues ($55k)
4. Reduction in Special Education base rate from Governor's proposal
5. Expenditure budgets for Learning Loss Mitigation funds, increase in Supplemental expenses due to increased LCFF funding

2020-21 WPUSD MYP Revised Budget Based on Final State Budget

	August Budget Revision 2020-2021 Combined	Projection 2021-2022 Combined	Projection 2022-23 Combined
Revenues			
LCFF Funding - Base	61,319,417	62,167,561	62,775,220
LCFF Funding - Supplemental	3,947,381	3,957,075	3,995,418
Federal Revenue	6,440,691	2,130,846	2,130,846
State Revenue	6,625,880	6,176,847	6,176,847
Local Revenue	5,253,382	5,253,382	5,253,382
Total Revenue	**83,586,751**	**79,685,711**	**80,331,713**
Expenditures			
Certificated Salaries	34,250,314	35,054,959	35,846,616
Classified Salaries	10,137,164	10,694,507	10,805,029
Benefits	20,469,182	21,108,293	22,295,015
Books and Supplies	8,076,949	3,998,639	3,813,639
Other Services & Oper. Exp	8,139,265	8,070,953	8,070,953
Capital Outlay	147,547	147,547	147,547
Other Outgo 7xxx	2,058,881	1,853,806	1,853,806
Transfer of Indirect 73xx	(5,758)	(5,758)	(5,758)
Total Expenditures	**83,273,544**	**80,922,946**	**82,826,847**
Deficit/Surplus	313,207	(1,237,235)	(2,495,134)
Transfers In	-	-	-
Transfers out	(345,360)	(467,906)	(490,903)
Contributions to Restricted	-	-	-
Net increase (decrease) in Fund Balance	**(32,153)**	**(1,705,141)**	**(2,986,036)**
Beginning Balance	11,143,557	11,111,404	9,406,263
Ending Fund Balance	**11,111,404**	**9,406,263**	**6,420,227**
Components of Ending Fund Balance			
Nonspendable:			
Revolving Cash	5,000	5,000	5,000
Restricted-Federal/State/Local Programs			
Reserve - Designated Programs	1,215,322	1,339,576	1,444,910
Reserve - Prepaid Expenditures			
Unassigned/Unappropriated:			
Reserve - Economic Uncertainty @ 3%	**2,508,567**	**2,441,726**	**2,499,532**
Reserve for Supp Exp in Excess of Adopted	-	315,000	630,000
Reserve-MAA - Ext Day Kindergarten setup	91,842	91,842	91,842
Reserve-2 FTE K & MS Class-size Staffing 20/21	160,000	320,000	480,000
Reserve-Start Up - High School 21/22	1,500,000	248,342	-
Reserve-One-Time Science Adoption 20/21	400,000	400,000	400,000
Reserve-Charter Technical Assistance	270,455	270,455	270,455
Reserve-Unassigned Economic Uncertainty surplus/(deficit)	**4,960,218**	**3,974,323**	**598,488**
Total Ending Fund Balance	**11,111,404**	**9,406,263**	**6,420,227**

District LCFF Entitlement

- Hold Harmless
- Base Grant per ADA (**with Zero COLA on 2019-20 base**):

  K-3 = $7,702 7-8 = $8,050

  4-6 = $7,818 9-12 = $9,329
- Grade Span Adjustments:
  - 10.4% = $801 per K-3 ADA 2.6% = $243 per 9-12 ADA
- Supplemental Grant = 20% of Adjusted Base Grant
- ~~Concentration Grant = 50% of Adjusted Base Grant~~
- TIIG and Home-to-School Add-ons remain constant
- Total State-wide LCFF about $63 billion for 2020-21
- No Growth Funding for 2020-21

Stand-Alone Categorical Programs

Proposed for Ongoing Funding

- After School Education & Safety Program ($646 million)
- Career Technical Education Incentive Grant ($150 million)
- Specialized Secondary Education Grants ($4.9 million)
- Agricultural Education Incentive Program ($4.1 million)
- Special Education: ($3.9 billion)*
- Child Nutrition ($173.7 million + $2.8 billion federal)*
- Mandate Block Grant: ($241.4 million)*

*normally would receive a COLA

ADA and Instructional Minutes

- Sets 2020-21 ADA for funding purposes at 2019-20 P-2 levels
  - 2019-20 P-2 ADA calculated on July 1, 2019 through February 29, 2020 attendance
  - Holds LEAs harmless from declining ADA, but provides no increase in funds for ADA growth
  - Not the traditional "Greater of current or prior year" soft-landing provision
  - Governor: "I urge members of the Legislature to pursue targeted solutions…"
- Suspends Annual Instructional Minutes requirement but maintains Minimum Schoolday minutes requirement(s)
- Maintains Instructional Days (length of year) requirement(s) and penalty
- Suspends PE Minutes requirement
- Suspends process for to apply for credit for emergency ADA (J-13A) - No Waiver Days (PSPS)
- None of these requirements are waivable by the State Board of Education

CARES Act—Funds Used for K–12 Education

$1.65 Billion **Elementary and Secondary School Emergency Relief (ESSER) Fund** **(WPUSD -$565,000)**	• $1.48 billion (90%) to LEAs based on 2019 Title I, Part A Funds • $165 million (10%) for COVID-19 related state-level activities
$355 Million Governor's Emergency Education Relief (GEER) Funds **(WPUSD - $425,000)**	The GEER funds will be allocated to the students with disabilities (SWDs) portion of the learning loss mitigation initiative
$4.4 Billion Coronavirus Relief Fund (CRF) **(WPUSD - $3,500,000)**	These funds will be allocated to the learning loss mitigation initiative (Federal CRF & State GF)

CARES Act—Learning Loss Mitigation

$1.5 Billion SWDs	Estimated at $1,900 per pupil, based on the 2019–20 fall 1 census enrollment of SWDs ages 3 to 22
$2.86 Billion Supplemental & Concentration Grants	Based on proportion of supplemental and concentration grant funding using the 2019–20 Second Principal Apportionment (P-2) certification
$980 Million ($540 million is Proposition 98) LCFF Apportionment	Based on proportion of LCFF funds using the 2019–20 P-2 certification

(WPUSD CRF and GEER Funds - $3,925,000)

Employer Contribution Rates

Redirects the $2.3 billion for employer long-term unfunded liability provided in the 2019-20 Budget to further reduce CalPERS and CalSTRS contribution rates in 2020-21 and 2021-22

CalSTRS

Fiscal Year	Before 2020 Budget Act	After 2020 Budget Act
2019-20	17.1	17.1
2020-21	**18.4**	**16.15 (-2.25)**
2021-22	18.1*	15.92 (-2.18)
2022-23	18.1*	18.4* (+0.3)
2023-24	18.1*	18.4* (+0.3)

*Latest projected rates and subject to change

CalPERS

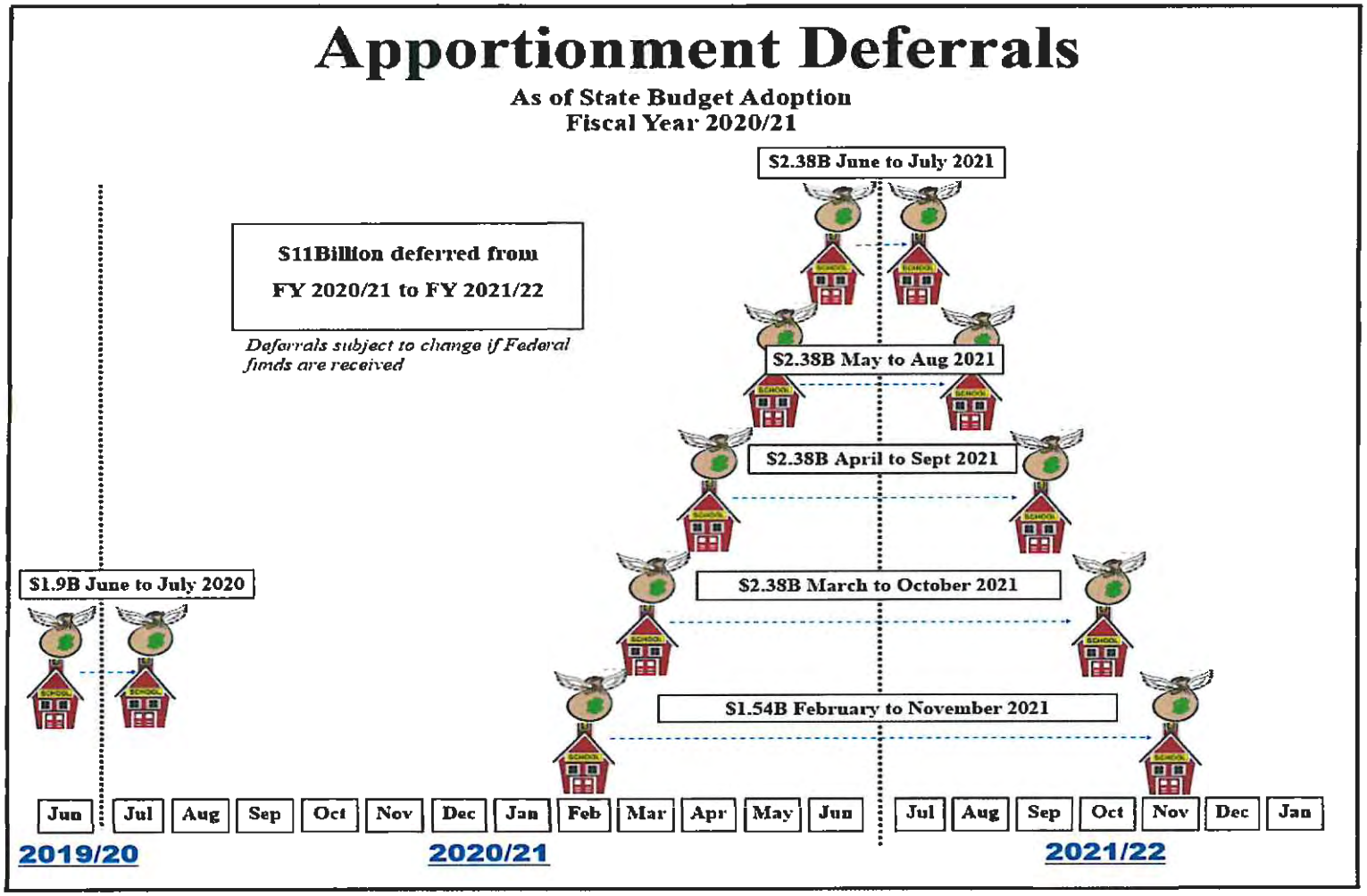
Fiscal Year	Before 2020 Budget Act	After 2020 Budget Act
2019-20	19.7	19.7
2020-21	**22.68**	**20.7 (-1.98)**
2021-22	24.6	22.84 (-1.76)
2022-23	25.5*	25.8* (+0.3)
2023-24	26.2*	26.5* (+0.3)
2024-25	26.5*	26.8* (+0.3)
2025-26	26.4*	26.7* (+0.3)
2026-27	26.2*	26.5* (+0.3)

Principal Apportionment Deferrals

Two sets of K-12 Principal Apportionment Deferrals for a total of $11.1 billion pushed to next fiscal year:

- $1.9 billion in June 2020 payments deferred to July 2020, and then repeated for June 2021 to July 2021
- Additional $9.2 billion deferred in 2020-21 from:
  - June 2021 to July 2021 - $524.9 million
  - May 2021 to August 2021 - $2.38 billion
  - April 2021 to September 2021 - $2.38 billion
  - March 2021 to October 2021 - $2.38 billion
  - February 2021 to November 2021 - $1.54 billion

Deferrals and Cash Flow



In effect, school districts will receive only about 68% of the state aid apportionment during the year

Accountability

- No Standard LCAP for 2020-21
- LEAs must adopt a Learning Continuity and Attendance Plan (Continuity Plan) by September 30, 2020
- Hold two public meetings:
  - LEAs present Continuity Plan to governing board--must post 72 hours prior to hearing
  - Second meeting to adopt Continuity Plan after first hearing and on different day
  - LEAs must consult stakeholders, as specified, including Parent Advisory and EL Parent Advisory Committee for review and comment
- LCFF budget overview for parents adopted by December 15, 2020, with the first interim budget report
- Federal one-time funds can be spent before the adoption of the plan
- CDE, in consultation with the SBE executive director, will develop a template for the Continuity Plan by August 1, 2020

2020-21State Budget Approval & District Budget

Budget revisions presented will be reflected at First Interim reporting in December 2020.

Questions?

Distance Learning

The COVID-19 pandemic has forced LEAs to rethink how they deliver instruction in the 2020–21 school year, and the State Budget provides flexibilities for LEAs to meet the needs of their students and families using in-classroom instruction, distance learning, or a hybrid that combines both, in accordance with state and local public health orders or guidance. If distance learning is used in whole or in part during a school day, instructional minute requirements are met by calculating a time value of assignments. Furthermore, the trailer bill establishes new safeguards for LEAs that employ distance learning to ensure that:

- Students have access to technology to participate in distance learning and complete work
- Instruction is substantially equivalent to the quality and rigor of classroom-based instruction
- Special education services are provided and individualized education programs can be executed
- Supports are provided for students performing below grade level, English learner students, students with disabilities, foster youth, and homeless youth
- For English learner students, assessments of English language proficiency are maintained
- There is daily live interaction with teachers and classmates
- Procedures are in place to reengage students who are absent from distance learning for more than three days per school week

Learning Continuity and Attendance Plan and Accountability

Accountability in 2020–21 will rely on a Learning Continuity and Attendance Plan which must be adopted by September 30, 2020, subject to specified consultation requirements. The Local Control and Accountability Plan is no longer required for 2020–21, but LEAs must still adopt their LCFF Budget Overview for Parents by December 15, 2020. The Learning Continuity and Attendance Plan shall articulate all of the following:

- How the LEA will provide continuity of learning and address the impact of COVID-19 on students, staff, and the community
- How state and federal funds are used to support these efforts, including learning loss mitigation funds
- How the LEA is increasing or improving services in proportion to funds generated by low-income, foster youth, and English learner students

Early Childhood and Preschool

While the State Budget does not include a COLA for child care or state preschool rates, providers receive funding security in 2020–21 via a hold harmless that provides the lesser of 100% of their maximum reimbursable amount or their net reimbursable program costs. In return, providers must open their programs by September 8 or 21 days from the start of the 2020–21 program calendar, and distance learning must be provided if the program is closed by a state or local public health order.

Certificated and Classified Staff Protections

Finally, the State Budget removes the authority of LEAs to lay off non-management certificated staff this summer, despite not meeting the 2% threshold for LCFF levels agreed to for 2020–21. However, the summer layoff window allowed by current law is in place for positions that require an administrative or supervisory credential. Additionally, classified staff who hold positions in nutrition, transportation, or custodial services may not be laid off from July 1, 2020, to June 30, 2021.

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Pocket Budget 2020–21

A Summary Analysis of the 2020–21 Enacted State Budget for California's Schools

Prepared By:

School Services of California Inc.™
An Employee-Owned Company

July 2020

Public Education's Point of Reference for Making Educated Decisions

School Services of California Inc.

Days before the start of the fiscal year, Governor Gavin Newsom and legislative leaders announced a compromise on the State Budget to get the state through uncertain fiscal times brought about by the COVID-19 pandemic. The Enacted State Budget is significantly different than the May Revision proposed by Governor Newsom, and the major details that impact K–12 education are summarized here.

Proposition 98

Proposition 98 funding levels decline significantly from the 2019 State Budget Act because of the economic recession. The State Budget estimates Proposition 98 levels of $78.5 billion, $77.7 billion, and $70.9 billion in 2018–19, 2019–20, and 2020–21, respectively.

Cost-of-Living Adjustment

The statutory cost-of-living adjustment (COLA) for 2020–21 is 2.31%, but it is suspended for the Local Control Funding Formula (LCFF) and all other eligible programs, including special education, child nutrition, preschool, and the Mandate Block Grant.

Average Daily Attendance and Instructional Days and Minutes

Given the uncertain trajectory of the coronavirus, the State Budget includes a hold harmless for the purpose of calculating apportionment in the 2020–21 fiscal year such that average daily attendance (ADA) shall be based on the 2019–20 year.

The State Budget maintains minimum annual instructional day requirements of 180 days for school districts and 175 days for charter schools. Requirements for annual instructional minutes are waived for 2020–21, but daily instructional minute requirements, which vary by grade span, are in place.

Local Control Funding Formula

The Enacted State Budget maintains the LCFF at its 2019–20 levels—meaning the LCFF is neither cut by the May Revision's proposed 10% nor is it increased by the 2.31% statutory COLA.

Deferrals

Instead of imposing cuts to the LCFF, K–12 apportionment deferrals totaling approximately $12 billion are in place. The State Budget provides that any new federal funds that materialize will be used to restore a portion of the deferrals, to the extent that federal provisions allow. The State Budget requires the following schedule for deferred payments:

- Continuation of the Second Principal Apportionment deferral from June to July
- $1.54 billion from February apportionment is paid in November
- $2.38 billion from each apportionment in March, April, and May will be paid in October, September, and August, respectively

The State Budget allows for exemptions from the deferrals when charter schools or districts will not be able to meet their obligations, but requires certification that the local educational agency (LEA) has exhausted borrowing remedies and absent an exemption will need an emergency state loan.

Local Relief Measures

Statutory flexibility is included in the State Budget to help districts manage the impact of deferrals and shortfalls in local budgets. LEAs may use the proceeds from the sale or lease of surplus property for one-time General Fund purposes, and interfund borrowing limits are increased such that LEAs may temporarily borrow up to 85% of the moneys in a fund or account.

CalSTRS and CalPERS Relief

The State Budget redirects $2.3 billion appropriated in the 2019 Budget Act to California State Teachers' Retirement System (CalSTRS) and California Public Employees' Retirement System (CalPERS) for long-term unfunded liabilities to further reduce employer contribution rates in 2020–21 and 2021–22. The new CalPERS schools pool employer contribution rates are 20.70% in 2020–21 and projected to be 22.84% in 2021–22. For CalSTRS, the employer contribution rates are 16.15% in 2020–21 and projected to be 16.00% in 2021–22.

Special Education

As proposed by Governor Newsom in January and updated in May, special education funding will be moving to a new funding formula in 2020–21 and receive a significant ongoing funding increase of $545 million in the process. Funding will now be calculated at the LEA level, but funds will continue to flow through the Special Education Local Plan Area (SELPA) structure. LEAs will generate at least $625 per ADA and those LEAs within SELPAs currently funded above this level will be held harmless. Additionally, $100 million is added to the low-incidence disabilities cost pool, which currently receives $18 million.

Learning Loss Mitigation Funding

The State Budget uses federal Coronavirus Aid, Relief, and Economic Security (CARES) Act and other funds to address student learning loss as a result of school closures. Learning loss funds are distributed to LEAs as follows:

- $1.5 billion based on enrollment of students with disabilities ages 3 to 22
- $2.86 billion based on proportion of supplemental and concentration grant funding
- $980 million based on proportion of LCFF funds

Funds can be spent on four general categories: student learning supports; general measures that extend instructional time for students; providing additional core academic support for students who need it; and providing integrated services that support teaching and learning—such as student and staff technology needs, mental health services, staff professional development, and student nutrition.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Adopt Declaration of Need for
Fully Qualified Educators

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Gabe Simon, Ed.D. GS
Assistant Superintendent of Personnel Services

ENCLOSURES:
Yes

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

Each year the District must declare that there are an insufficient number of certificated persons who meet the District's employment criteria for the positions listed on the attached form. The declaration shall remain in force until June 30, 2021.

RECOMMENDATION:

Administration recommends Board adoption of the Declaration of Need for Fully Qualified Educators.

State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2020/2021

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Western Placer Unified District CDS Code: 31 66951 0000000

Name of County: Placer County County CDS Code: 31 10314 0000000

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 08 /04 /2020 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

▶ ***Enclose a copy of the board agenda item***

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2021.

Submitted by (Superintendent, Board Secretary, or Designee):

Gabriel Simon, Ed.D.		Assistant Superintendent of Personnel Services
Name	*Signature*	*Title*
916-645-6348	916-645-5293	08/04/2020
Fax Number	*Telephone Number*	*Date*

600 6th Street Suite 400, Lincoln, California 95648
Mailing Address

gsimon@wpusd.org
EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

▶ ***Enclose a copy of the public announcement***

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
Name	*Signature*	*Title*
_____	_____	_____
Fax Number	*Telephone Number*	*Date*

_____

Mailing Address

_____

EMail Address

▶ *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	**Estimated Number Needed**
CLAD/English Learner Authorization (applicant already holds teaching credential)	4
Bilingual Authorization (applicant already holds teaching credential)	0
List target language(s) for bilingual authorization: _____	
Resource Specialist	2
Teacher Librarian Services	0

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	3
Single Subject	2
Special Education	2
TOTAL	7

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to **www.cde.ca.gov** for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes ☑ No ☐

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes ☑ No ☐

If yes, how many interns do you expect to have this year? 6

If yes, list each college or university with which you participate in an internship program.

Brandman University, California State University Sacramento

If no, explain why you do not participate in an internship program.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET

MISSION STATEMENT: Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
DISTRICT GLOBAL GOALS
1. **Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students** 2. **Foster a safe, caring environment where individual differences are valued and respected.** 3. **Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.** 4. **Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.** 5. **Promote student health and nutrition in order to enhance readiness for learning.**

SUBJECT:
Contract Extensions for
Director of Technology and Director of Maintenance and Operations

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Gabe Simon, Ed.D. GS
Assistant Superintendent of Personnel Services

ENCLOSURES:
N/A

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 4, 2020

ROLL CALL REQUIRED:
No

BACKGROUND:

The Western Placer Unified School District's Director of Technology is Tsugufumi Furuyama. His current contract expires on June 30, 2021. The Director of Maintenance and Operations is Stanley Brandl and Mr. Brandl's contract also expires on June 30, 2021.

RECOMMENDATION:

Administration recommends the Board of Trustees approve the contract extensions for the Director of Technology and Director of Maintenance and Operations to June 30, 2022.