

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

MEMBERS OF THE GOVERNING BOARD

Dennis Sonnenburg, President

Earl Mentze, Vice President

James McLeod, Clerk

Paul Long, Member

Melanie Eustice, Member

ADMINISTRATIVE/MANAGEMENT PERSONNEL

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

<u>STUDENT ENROLLMENT</u>	
<u>School</u>	<u>09/01/05</u>
Sheridan School (K-8)	163
Sheridan School Independent Study (K-12)	11
First Street School (K-5)	443
Carlin C. Coppin Elementary (K-5)	439
Creekside Oaks Elementary (K-5)	551
Twelve Bridges Elementary (K-5)	614
Foskett Ranch Elementary (K-5)	366
Glen Edwards Middle (6-8)	1029
Lincoln High School (9-12)	1242
Phoenix High School (10-12)	63
PCOE Home School	
TOTAL:	4926

Phoenix Infant/Toddler
SDC Preschool
Adult Education

Prechool/Head Start
 First & J Streets 25
 Sheridan 23
 Carlin Coppin 23-AM/19-PM

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
September 6, 2005, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS BUILDING
790 “J” STREET, LINCOLN, CA**

AGENDA

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

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

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

6:20 P.M. CLOSED SESSION - Administrative Conference Room – D.O.

1. **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
 - a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #04/05 H
 - b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #04/05 I
2. **STUDENT RETENTION APPEAL, PURSUANT TO BP 5123**
 - a. Retention appeal for Student 05/06 I
3. **PUBLIC EMPLOYEE EMPLOYMENT**
Employment Contracts for District Assistant Superintendents
4. **ADJOURN TO OPEN SESSION**

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

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY**
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:
 - 2.1 **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
 - a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #04/05 H
 - b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-entry #04/05 I

2.2 STUDENT RETENTION APPEAL, PURSUANT TO BP 5123

- a. Retention appeal for Student 05/06 I

2.3 PUBLIC EMPLOYEE EMPLOYMENT

Employment Contracts for District Assistant Superintendents

3. SPECIAL ORDER OF BUSINESS

3.1 New Employee Introductions by Principals

3.2 New Employee Reception in Foyer

4. CONSENT AGENDA

NOTICE TO THE PUBLIC

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

4.1 Approval of Minutes

Regular Meetings of August 2 & 16, 2005

4.2 Approval of Warrants

4.3 Ratification of Personnel Items

a. Certificated:

a.1 *Ratification of Certificated Employment:*

Mary Jane Krueger – 4/5 Grade Combo Teacher - COE

Anita Moya del Pino – Elementary GATE Teacher - FSS

a.2 *Ratification of Certificated Temporary Employment:*

Jennifer Beggerly – 4th Grade Teacher – FRE

Vicki Bryant – 3rd Grade Teacher - FSS

Shannon Cavolt – 1st Grade Teacher – FRE

Wendi Foote 1st/2nd Grade Combo Teacher – TBE

Tara McCroskey – English Teacher – LHS

Terri Schreiber – 2nd Grade Teacher - FRE

b. Classified:

b.1 *Ratification of Classified Employment:*

Jennifer Bowden – Library Aide (.25) – CCC

Tina Diaz Campus/Café. Supervisor (.21) – TBE

Campus/Café. Supervisor (.06) - TBE

Jennifer Shipman – School Secretary - COE

Sandy Walker - Campus/Café. Supervisor (.06) – TBE

Campus/Café. Supervisor (.04) – TBE

Connie Contreras – ½ Hr. Campus/Café Superv. – CCC

Carol Cummings – ½ Hr. Campus/Café Superv. – CCC

Elizabeth Nevarez – ½ Hr. Campus/Café Superv. – FSS

Tara Teymouri – 2 Hr. Instructional Aide – TBE

Carol Day – 2 Hr. Food Service Assistant - LHS

b.2 Ratification of Classified Transfer:

Kathy Johnson – 4 Hr. Instructional Aide at CCC to
2 Hr. a.m./2 Hr. p.m. Kndg. Instructional Aide at CCC

b.3 Ratification of Classified Resignation:

Barbara Green – 2 Hr. Instructional Aide - TBE
Shawn McQueary - 2 Hr. Instructional Aide – GEMS

- 4.4 Annual Approval of Check Signors.
- 4.5 Ratify the Agreement regarding the joint use of the Twelve Bridges
Middle School site and City park site.

5. COMMUNICATION FROM THE PUBLIC

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

6. REPORTS & COMMUNICATION

- 6.1 Student Advisory – Garrett Snyder, Lincoln High School
- 6.2 Western Placer Teacher's Association – Mike Agrippino
- 6.3 Western Placer Classified Employee Association – Joe Ross
- 6.4 Superintendent – *2005-06 Management Team Goals and Objectives*
- 6.5 Assistant Superintendent(s)
 - 6.5.1 Jay M. Stewart
 - a. Facilities Update:
 - 6.5.2 Scott Leaman
 - a. Program Focus Area: *2005 Adequate Yearly Progress and Academic Performance Index Report*
 - 6.5.3 Bob Noyes, Personnel Director

7. ♦ACTION ♦DISCUSSION ♦INFORMATION

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

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

- 7.1 (I/D) WESTERN PLACER UNIFIED SCHOOL DISTRICT
RETIREE HEALTH BENEFITS ACTUARIAL STUDY –
Stewart (05-06 G & O Component IV-V)**

- Assembly Bill (AB) 3141 requires school districts and county offices of education to publicly disclose certain information that affects their financial status.

7.2 (D/A) ESTABLISH A RESERVE IN THE FY 2005 BUDGET TO FUND THE PRESENT VALUES OF RETIREE HEALTH AND WELFARE BENEFITS – Stewart (05-06 G & O Component IV-V)

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

7.3 (D/A) ADOPTION OF THE FY 2005-06 GOALS & OBJECTIVES FOR THE MANAGEMENT TEAM – Yohe (04-05 G & O Components I-V)

- The Board of Trustees received a preliminary document at the August 2nd, Board Meeting. Being presented for final adoption is the 2005-06 Superintendent and Management Team Goals & Objectives.

7.4 (D/A) CLASS SIZE REPORT – Noyes (05-06 G & O Component I-IV)

- Each school year district office personnel strive to balance staff and class sizes to ensure contractual and state mandated limits are met. The first three weeks of school are critical in calculating agreed upon student loads at each grade level. Current class loads and staff ratios will be summarized to show the process and progress made in calculating each school's standing to date.

8. BOARD OF TRUSTEES

8.1 FUTURE AGENDA ITEMS

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

- Relationship with Sierra Community College
- Carlin C. Coppin Elementary School Land Plan/Gladding Parkway
- Budget Suspensions for the 2004/05 School Year

Regular Meeting of the Board of Trustees
September 6, 2005
Agenda

5

- 8.2 CSBA BACK-TO-SCHOOL CONFERENCE 2005**
- 8.3 BOARD MEMBER REPORTS/COMMENTS**
- 9. ESTABLISHMENT OF NEXT MEETING(S)**
 - The President will establish the following meeting(s):
 - >September 20, 2005, 7:00 p.m., Twelve Bridges Elementary School
- 10. ADJOURNMENT**

BOARD BYLAW 9320: Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing, at least two days prior to meeting date. (American Disabilities Act) Government Code 54954.1

Posted: 9/01/05
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DISCLOSURE
OF ACTION
TAKEN IN
CLOSED SESSION,
IF ANY

WESTERN PLACER UNIFIED SCHOOL DISTRICT

CLOSED SESSION AGENDA

PLACE: District Office-Conference Room, 810 J Street, Lincoln
DATE: September 6, 2005
TIME: 6:15 P.M.

1. LICENSE/PERMIT DETERMINATION
2. SECURITY MATTERS
3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
4. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
5. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
6. LIABILITY CLAIMS
7. THREAT TO PUBLIC SERVICES OR FACILITIES
8. **PERSONNEL**
 - PUBLIC EMPLOYEE APPOINTMENT
 - PUBLIC EMPLOYEE EMPLOYMENT**
 - PUBLIC EMPLOYEE PERFORMANCE EVALUATION
 - PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
 - COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE
9. CONFERENCE WITH LABOR NEGOTIATOR
10. **STUDENTS**
 - STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
 - STUDENT PRIVATE PLACEMENT
 - INTERDISTRICT ATTENDANCE APPEAL
 - STUDENT ASSESSMENT INSTRUMENTS
 - STUDENT RETENTION APPEAL, Pursuant to BP 5123**

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

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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

COMPLIANCE CHECK LIST

- Complies with Board Policy _____
- Complies with Site Plan (LP) _____
- Complies with Governance & Management Document _____
- Complies with Mission Statement _____
- Funding Sign-Off by J. Stewart _____
- Personnel Sign-Off by B. Moyes _____
- Program Sign Off by S. Leaman _____
- SBLT Involvement _____
- Complies with Board Policy _____

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

SUBJECT:

Student Discipline/
Expulsion
Re-entry
Student 04/05 H

AGENDA ITEM AREA:

Disclosure of action taken in
closed session

REQUESTED BY:

John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in
Regards to the re-entry expulsion of Student #04-05 H

SUPERINTENDENT'S RECOMMENDATION:

The administration recommends the Board of Trustees disclose any action taken
in regards to the above item.

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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

COMPLIANCE CHECK LIST

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

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

SUBJECT:

Student Discipline/
Expulsion
Re-entry
Student 04/05 I

AGENDA ITEM AREA:

Disclosure of action taken in
closed session

REQUESTED BY:

John Wyatt
District Hearing Officer

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in
Regards to the re-entry expulsion of Student #04-05 I

SUPERINTENDENT'S RECOMMENDATION:

The administration recommends the Board of Trustees disclose any action taken
in regards to the above item.

2.1 b.

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

BOARD OF TRUSTEE/DISTRICT GOALS	COMPLIANCE CHECK LIST
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.	Complies with Board Policy Complies with Site Plan (LIP) Complies with Governance & Management Document
2. Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals Complies with District Mission Statement
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart Personnel Sign-Off by B. Noyes
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Program Sign Off by S. Leaman
5. Promote student health and nutrition in order to enhance readiness for learning. SBLT Involvement	

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

SUBJECT:

Retention appeal for student 05/06-I

AGENDA ITEM AREA:

Disclosure of Action Taken in Closed Session

REQUESTED BY:

Scott Leaman,
Assistant Superintendent

ENCLOSURES:

No

MEETING DATE:

September 6, 2005

BACKGROUND:

The Board will take action concerning the retention appeal of student 05/06-I.

SUPERINTENDENT'S RECOMMENDATION:

Disclosure of the item.

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

BOARD OF TRUSTEE/DISTRICT GOALS		COMPLIANCE CHECK LIST	
1.	Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.	Complies with Board Policy	___
		Complies with Site Plan (LIP)	___
		Complies with Governance & Management Document	___
2.	Foster a safe, caring environment where individual differences are valued and respected.	Complies with District Goals	___
		Complies with District Mission Statement	___
3.	Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Funding Sign-Off by J. Stewart	___
		Personnel Sign-Off by B. Noyes	___
4.	Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.	Program Sign Off by S. Leaman	___
5.	Promote student health and nutrition in order to enhance readiness for learning. SBLT Involvement		___

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

SUBJECT:

Employment contracts for district
Assistant Superintendents

AGENDA ITEM AREA:

Closed session

REQUESTED BY:

Scott Leaman

ENCLOSURES:

No

MEETING DATE:

September 6, 2005

BACKGROUND:

Discuss employment contracts for district Assistant Superintendents.

ADMINISTRATION'S RECOMMENDATION:

Discussion of employment contracts.

**SPECIAL
ORDER
OF
BUSINESS**



You Are Invited

Date: September 6, 2005

Time: 7:00 pm.

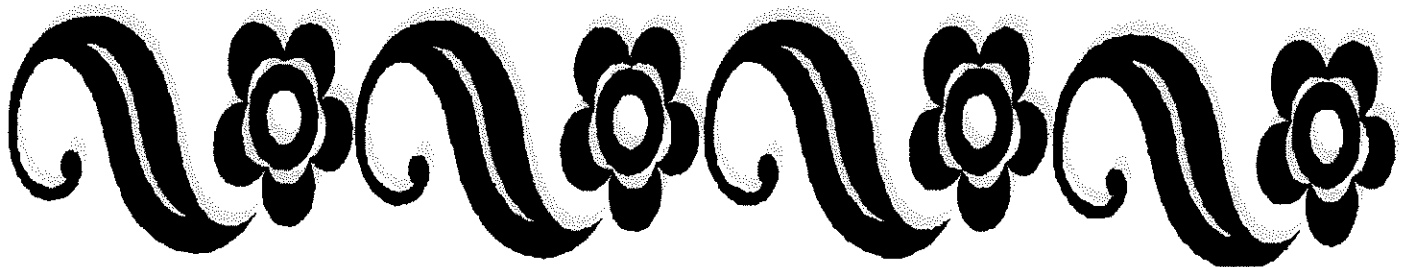
Place: Lincoln High School

Performing Arts Building,

790 J Street, Lincoln

**The Western Placer Unified School District Board of Trustees
will be holding a "new employee" reception during its regularly
scheduled meeting on September 6, 2005. Please join us for a
very short time of introduction, refreshments and fellowship.**

You will be excused early.



05-06 New Employee Invite List

Carlin Coppin Elementary School

<u>Employee</u>	<u>Position</u>
Ernesto Sanchez	Custodian
Carol Cummings	Campus/Café. Supervisor
Marcie Petersen	Health Aide
Jennifer Bowden	Library Aide
Jamie Cruice	4 th Grade Teacher
Laura Flynn	Kindergarten Teacher
Heather Griffin	1 st Grade Teacher
Penelope Whitworth	4 th Grade Teacher

Creekside Oaks Elementary School

<u>Employee</u>	<u>Position</u>
Veronica Edwards	Parap. Phys. Health Care
Jennifer Shipman	School Secretary
James Brown	4 th Grade Teacher
Stephanie Cassidy	4 th Grade Teacher
Alexis Dodge	2 nd Grade Teacher
Mary Jane Krueger	4-5 th Grade Combo Teacher

Sheridan School

<u>Employee</u>	<u>Position</u>
Jennifer Clark	5 th Grade Teacher
Jodi Lamparter	½ Time Title 1 Reading Teacher

First Street Elementary School

Employee

Mike Kimbrough
Rosemary Crowther
Anita Moya del Pino
Amanda Petty
Charles Serrano
Cynthia Snodgrass

Position

Custodian LHS/FSS
5th Grade Teacher
GATE Teacher
1st Grade Teacher
5th Grade Teacher
Kindergarten Teacher

Foskett Ranch Elementary School
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Employee

Karen Anderson
Melissa Reuer
Angela Seay
Melissa Tofft
Jennifer Beggerly
Vicki Bryant
Shannon Cavolt
Terri Schreiber
Kathleen Swift

Position

School Secretary 1
Instructional Aide
Campus/Café. Supervisor
Campus/Café. Supervisor
4th Grade Teacher
3rd Grade Teacher
1st Grade Teacher
2nd Grade Teacher
SDC Teacher

Lighthouse Resource Center

Employee

Rosa Anderson
Arianna Aten

Position

Grant Funded Bil. Clerk
Grant Funded Clerk

Twelve Bridges Elementary School

Employee

Leo Balderas
Tina Diaz
Estella Pai Coronas
Maria Silva
Sandy Walker
Shavaun Clements
Natalie Cooper
Wendi Foote
Elizabeth Rossi
Kristin Rundle
Carrie Sanchez
Vanessa Vinci

Position

Custodian
Campus/Café. Supervisor
Instr. Aide Special Education
Food Service Assistant
Campus/Café. Supervisor
4th Grade Teacher
Kindergarten Teacher
1st/2nd Grade Combo Teacher
2nd Grade Teacher
3rd Grade Teacher
3rd Grade Teacher
1st Grade Teacher

Glen Edwards Middle School

Employee

Anzhelika Dyadchenko
Cheryl Garbett
Sarah Julis-Phillips
LiPing Kenny
Chancy Leavell
Krystal McGowan

Position

6-8th Grade Music Teacher
6-8th Grade Spanish Teacher
½ Special Education Teacher
6-8th Grade Math Teacher
6-8th Grade Science Teacher
6th Grade So. Studies/Science Tea.

Phoenix High School

Employee

Tracy Gruber

Position

Math/Science Teacher

Lincoln High School

Employee

Mike Kimbrough
Carol Cummings
Diane Johnston
Julie Repec
Donna Griesmer
Jennifer Horton
Elizabeth Lomeli
Tara McCroskey
Sheila Radican
Deanna Wiseman

Position

Custodian FSS/LHS
Food Service Assistant
Food Service Assistant
Food Service Assistant
Spanish Teacher
Science/Math Teacher
Math/Science Teacher
English Teacher
Special Education Teacher
Music Teacher

District

Employee

Kristen Johnson
Gordon West
LaShawn Horton
Vincent Hurtado

Position

Occupational Therapist
Site Support Tech.
School Nurse
School Psychologist

CONSENT

AGENDA

ITEMS

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

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

SUBJECT:

Approval of Minutes:
August 2, 2005 Regular Meeting
August 16, 2005 Regular Meeting

AGENDA ITEM AREA:

CONSENT AGENDA

REQUESTED BY:

Roger R. Yohe, Superintendent

ENCLOSURES:

Minutes

MEETING DATE:

September 6, 2005

BACKGROUND:

The Board of Trustees will consider adoption of the minutes of August 2nd, & 16th, 2005 meetings.

SUPERINTENDENT'S RECOMMENDATION:

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 16, 2005, 7:00 P.M.
FOSKETT RANCH ELEMENTARY SCHOOL – LIBRARY
1561 Joiner Parkway, LINCOLN, CA

MINUTES

2004-2005 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

6:30 P.M. OPEN SESSION – Foscett Ranch Elementary School Library

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

6:35 P.M. CLOSED SESSION – Foscett Ranch Elementary - Conference Room

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

- a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #03/04 BB
- b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #03/04 CC
- c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #04/05 C
- d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #04/05 E
- e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #04/05 N

2. ADJOURN TO OPEN SESSION

7:00 P.M. OPEN SESSION – Foscett Ranch Elementary School Library

Mr. Yohe introduced the principal of Foscett Ranch Elementary School. The Principal Mrs. Castillo conducted a site tour of the new facilities for the board members and audience members that were present.

The meeting was reconvened at 8:00 p.m.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Members Present

Dennis Sonnenburg, President
Earl Mentze, Vice President
James McLeod, Clerk
Melanie Eustice, Member
Paul Long, Member

4.1.1

Others Present

Roger R. Yohe, Superintendent
Scott Leaman, Assistant Superintendent of Instructional Services
Jay Stewart, Assistant Superintendent of Business
Bob Noyes, Director of Human Services
Rosemary Knutson, Secretary to the Superintendent

Press - Richard Myers, Lincoln News Messenger

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

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

- a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #03/04 BB

A motion was made by Mr. McLeod, seconded by Mr. Mentze, and passed by unanimous vote to approve hearing panel's recommendation for re-entry.

- b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #03/04 CC

A motion was made by Mr. McLeod, seconded by Mr. Long, and passed by unanimous vote to approve hearing panel's recommendation for re-entry with recommendations.

- c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #04/05 C

A motion was made by Mr. McLeod, seconded by Mrs. Eustice, and passed by unanimous vote to approve hearing panel's recommendation for re-entry as amended.

- d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #04/05 E

A motion was made by Mr. McLeod, seconded by Mr. Mentze, and passed by unanimous vote to approve hearing panel's recommendation for re-entry.

- e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion Re-Entry #04/05 N

4.1.2

A motion was made by Mr. McLeod, seconded by Mrs. Eustice, and passed by unanimous vote to approve the hearing panel's recommendation for re-entry.

3. CONSENT AGENDA

3.1 Ratification of Personnel Items

Classified:

a. Ratification of Classified Resignation:

Shannon Page – 2 hr. Library Aide - CCC

Certificated:

b. Ratification of Certificated Employment:

Jodi Lamparter – Title 1 Reading Specialist (.50) - SHER

Natalie Ronan – Kindergarten Teacher - TBE

c. Ratification of Reassignment/Transfer:

Angela Blair – 4th Grade to 3rd Grade - TBE

David Swanson – 4th/5th Combo to 4th Grade – COE to TBE

3.2 Obsolete Texts

3.3 Phoenix high School request for minimum days

3.4 Williams Uniform Quarterly Complaint Form

A motion was made by Mrs. Eustice, seconded by Mr. Mentze, and passed by unanimous vote to approve consent agenda as listed.

4. COMMUNICATION FROM THE PUBLIC

Mrs. Shirley Russell spoke on several different subjects, one being the Lincoln Library book give-away program. Due to the support of the community 4,500 books were given away this year. She thanked several individuals from Western Placer Unified School District in assisting with the program. Next was a suggestion regarding Substitute pay for teachers. She indicated that our district is growing and is in need of substitute teachers. She expressed an increase should be considered. Mrs. Russell also promoted the Poetry contest which has included our local schools participation for the past 5 years. In closing, Mrs. Russell asked Mr. Knutson to read aloud a poem written by former Sheridan 7th grade student Eddy Yopez.

5. REPORTS & COMMUNICATION

5.1 Lincoln High, Student Advisory – Garrett Snyder – Not in attendance

5.2 Western Placer Teacher's Association – Mike Agrippino – Mr. Agrippino congratulated the staff at Foskett Ranch for all their hard work to prepare for the opening of school. He also recognized all of the teachers at other sites for putting in many of their own hours to get ready for the new school year. The students and families of our district appreciate all of the dedication and hard work of the teachers. On behalf of the teacher's association, he wished everyone a successful and productive school year.

- 5.3 Western Placer Classified Employee Association – Joe Ross – Not in attendance
- 5.4 Superintendent – Mr. Yohe presented the board with a revised copy of Goals and Objectives for 2005-06. The Goals and Objectives will be brought back for adoption at the September 6th board meeting. He asked the board of trustees to reserve September 8th for the ground breaking of Twelve Bridges High School, Lincoln Library, and Sierra College Learning Center. This will occur at 10:00 a.m.
- 5.5 Assistant Superintendent(s)
- 5.5.1 Jay M. Stewart - *Budget Update*: - Mr. Stewart informed the board of the notification received from Placer County Office of Education approving the annual budget. He updated the board on the bill back received from special education. He informed the board that both he and Mr. Leaman are working on the cost of special education, and are seeking ways to eliminate some of the high cost being charged by Special Education services throughout Placer County.
- 5.5.2 Scott Leaman
- Program Focus Area: *AYP Estimate* – Mr. Leaman reported that CAHSEE results have been released. He informed the board as to what is being done to help the students who have not passed the test. All books have been ordered. Some books have been received and some are still coming in. Mr. Leaman reported that AYP reports will be out before the next board meeting.
- Bob Noyes, Personnel Director – Mr. Noyes gave a report on new teachers hired to date. We have 41 new teachers, 16 positions of which are being replaced, 1 school nurse, 1 school principal, and 15 classified. It will be another 2 to 3 weeks before things get finalized. There will be 39 beginning teachers involved with BTSA.

6. ♦ACTION ♦DISCUSSION ♦INFORMATION

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

- 6.1 (D/A) **ADDITIONAL LEAVE FOR NON-INDUSTRIAL ACCIDENT OR ILLNESS; RE-EMPLOYMENT PREFERENCE – Noyes (05/06 G & O Components V-IV)**
- The Governing Board may grant a leave of absence to any certificated employee who has applied for disability benefits, not to exceed 30 days beyond final determination of the employee's eligibility benefits by the State of Teachers' Retirement System. If the employee is determined to be eligible, that leave shall be extended for the term of the disability, but not more than 39 months. (Education Code 44986)
- Mr. Noyes reported on a certain individual that has been under this law. After some discussion a motion by Mr. Mentze, seconded by

Mr. Long, and passed by unanimous vote to approve additional leave for this employee.

6.2 (D) LINCOLN HIGH SCHOOLS DRIVER EDUCATION PROGRAM – Long *(04-05 G & O Components V)*

Discussion on student driver education offered for our students.

Mr. Long handed out proposed changes he would like to see for DMV requirements. There was discussion on what kind of changes could be made to better educate our young student drivers. After much discussion it was the consensus of the board that Mr. Yohe continue to gather information needed by the board on pursuing DMV changes, and the possibility of passing a bill in the name of Eddy Yopez. Mr. Yohe will continue to pursue the support from local groups and organizations on the subject of student driver education.

7. BOARD OF TRUSTEES

7.1 FUTURE AGENDA ITEMS

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

- Relationship with Sierra Community College
- Carlin C. Coppin Elementary School Land Plan/Gladding Parkway
- Budget Suspensions for the 2004/05 School Year

7.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Long – Shared information he gathered while on vacation. He spoke of a process by which diesel fuel could be produced using different types of crops. He will talk with the high school regarding this idea.

Mr. Mentze – Spoke about what a great effort it takes to begin a school year. He congratulated and thanked everyone for all their hard work in starting school.

Mrs. Eustice – Reported on the Administrative Retreat she attended. She also attended a tour given to parents of students attending Foscett Ranch Elementary School, as well as attended a speech from Bud Nobli. In closing she welcomed back all the students and teachers.

Mr. McLeod – Expressed his appreciation to the staff for all their work, and wished them all a good new school year.

Mr. Sonnenburg – Expressed his appreciation to all those who have put in many hours, and thanked them for all they do to make things run smoothly during the new school year.

7.3 CALL FOR NOMINATIONS FOR DIRECTORS-AT-LARGE - CSBA

No nominations were submitted. No action taken.

8. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
>September 7, 2005, 7:00 p.m., Lincoln High School

9. ADJOURNMENT

With no further business, the meeting was adjourned at 9:40 P.M.

Dennis Sonnenburg, Board President

James McLeod, Clerk

Roger R. Yohe, Superintendent

**Rosemary Knutson, Secretary to
Superintendent**

Adopted:

Ayes:

Noes:

Absent:

Abstain:

BOARD BYLAW 9320: Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing, at least two days prior to meeting date. (American Disabilities Act) Government Code 54954.

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4.1.6

WESTERN PLACER UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 2, 2005, 7:00 P.M.
LINCOLN HIGH SCHOOL – PERFORMING ARTS BUILDING
790 “J” STREET, LINCOLN, CA

MINUTES

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

6:20 P.M. OPEN SESSION - Administrative Conference Room – D.O.

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

6:25 P.M. CLOSED SESSION - Administrative Conference Room – D.O.

1. **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
 - a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #0405 S
 - b. Disclosure of July 7, 2005 Closed Session Item – Annual
Evaluation on Superintendent
2. **ADJOURN TO OPEN SESSION**

7:00 P.M. OPEN SESSION – Lincoln High School Performing Arts Theater

Members Present

Dennis Sonnenburg, President
Earl Mentze, Vice President
James McLeod, Clerk
Melanie Eustice, Member
Paul Long, Member

Others Present

Roger R. Yohe, Superintendent
Scott Leaman, Assistant Superintendent of Instructional Services
Jay Stewart, Assistant Superintendent of Business
Bob Noyes, Director of Human Services
Rosemary Knutson, Secretary to the Superintendent

Press - Richard Myers, Lincoln News Messenger

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Sonnenburg asked that we take a moment of silence for Eddy Yepez, a student of Lincoln High School, and Paul and Rose Ponce all of Sheridan. They

all died in a car accident Monday evening on Highway 65 between Lincoln and Sheridan.

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

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

- a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student Expulsion #04/05 S

Mr. McLeod made a motion to uphold hearing panel's recommendation, the motion was seconded by Mrs. Eustice and passed. Mr. McLeod abstained.

2.1 **DISCLOSURE OF JULY 7, 2005 CLOSED SESSION ITEM – ANNUAL EVALUATION ON SUPERINTENDENT**

Mr. Sonnenburg spoke on behalf of the board on the annual evaluation of the superintendent. They approved his contract for another year.

2. **CONSENT AGENDA**

- 2.1 Approval of Minutes
Regular Meetings of June 7 & 21, 2005
2.2 Approval of Warrants
2.3 Ratification of Personnel Items

a. **Certificated:**

a.1 ***Ratification of Certificated Employment:***

Stephanie Cassidy – 4th Grade Teacher – COE
Jennifer Clark – 5th Grade Teacher – Sher
Donna Griesmer – Spanish Teacher – LHS
Sarah Julis-Phillips – RSP Teacher (.05) – GEM
Krystal McGowen – 6th Grade Soc. Studies/Science – GEM
Carrie Sanchez – 3rd Grade Teacher – TBE
Kathleen Swift – SDC Teacher – FRE
Penelope Whitworth – 4th Grade Teacher – CCC
Deanna Wiseman – Band Teacher – LHS

a.2 ***Ratification of Certificated Temporary Employment:***

Shavaun Clements – 4th Grade Teacher – TBE
Sheila Radican – RSP Teacher for Alex Joe – LHS
Elizabeth Rossie – 2nd Grade Teacher – TBE
Kristin Rundle – 3rd Grade Teacher – TBE
Vanessa Vinci – 1st Grade Teacher – TBE

a.3 ***Ratification of Certificated Resignation:***

Maxine Palmer – 3rd Grade Teacher – TBE

b. Classified:

b.1 *Ratification of Classified Employment:*

Tara Teymouri – Instructional Aide (.25) – TBE
Carol Cummings – Food Service Assistant (.25) – LHS
Diane Johnston – Food Service Assistant (.25) – LHS
Mike Kimbrough – Custodian/Groundsman – LHS
Estella Pai Coronas – Special Ed. Inst. Aide (.43) – TBE
Julie Repec – Food Service Assistant (.25) – LHS
Maria Silva – Food Service Assistant (.41) – TBE
Gordon West – Site Support Tech. (.50) – District

b.2 *Ratification of Classified Transfer:*

Roberta Lopez – 2 hr. Food Service Assistant at LHS to 8
hr. Food Service Assistant at GEM
Kim Reyne – 3.5 hr. Computer Lab Tech. at COE to 2 hr.
Library Aide at TBE

b.3 *Ratification of Classified Retirement:*

Donna Ellis – Bus Driver – Transportation

b.4 *Ratification of Classified Resignation:*

Patricia Alves – 2 hr. Campus/Cafeteria Supervisor – FSS
Kandice Lowe – 8 hr. School Secretary I – COE
Michael Mahacek – 2 ½ hr. Camp./Cafe. Supervisor- CCC
Teri Solander – 4 hr. Instructional Aide – CCC

- 2.4 Approve the FY 2005-06 K-3 Class Size Reduction Operations Application and Certifications.
- 2.5 Ratify Wenstrom Construction, Inc.'s Bid of \$72,792.00 for Renovation of the New Lighthouse Relocatable Facilities.
- 2.6 Approve the Updated AR 1330 Personnel Fee Schedule for Facility Use.
- 2.7 Approve Consultant to manage Zebra Housing Project.
- 2.8 Approval of designated personnel for State Child Development Division Contracts.

A motion by Mr. Long, seconded by Mr. Mentze, and passed by a unanimous roll call vote to approve the consent agenda as listed.

3. COMMUNICATION FROM THE PUBLIC

Mr. Fred Hymans from the Kiwanis Club presented a check for \$5,000.00, to the Western Placer Unified School District Afterschool Program. He spoke about the major goal for Kiwanis is to increase literacy for our students.

4. REPORTS & COMMUNICATION

- 4.1 Student Advisory – Garrett Snyder, Lincoln High School – Not present
- 4.2 Western Placer Teacher's Association – Mike Agrippino – No report
- 4.3 Western Placer Classified Employee Association – Joe Ross – Not present

- 4.4 Superintendent – Mr. Yohe reviewed the draft copy of Goals and Objectives for 2005-06 with the Board of Trustees. This will also be reviewed at the Administrative Retreat for any input. He also invited the Board of Trustees to the Administrative Retreat scheduled for August 9th at the Heritage Theater. The district will be meeting with Edge, NTD and the City of Lincoln to review the Twelve Bridges Middle School project. Mr. Yohe recommended a board member attend this meeting, possibly Mr. McLeod because of his involvement with the City. Mr. Sonnenburg recommended a few changes to the “Goals and Objectives”

4.5.1 Jay M. Stewart

- a. Facilities Update: Mr. Stewart handed out copies of facilities update “Blue Letter” from Mr. Gammelgard. He also reported on the landscaping around the old track, which is in the process of being replaced, at the cost of the \$42,000.00 from the contractor. Another outstanding issue with the stadium, on a material called Fly Ash. The contractor is working on a resolution to replace with asphalt. The state budge has been passed. The Governor has put in an additional 2%, along with the COLA 4.35. We received more this year than last year. We also received money from mandated costs. There will be a number of anticipated bills in the November election.

4.5.2 Scott Leaman

- a. Program Focus Area: *Adequate Yearly Progress/Academic Performance Index* – Mr. Leaman reported that test scores will arrive soon. He will have test reports at the next board meeting on August 16th. Another item discussed was the risk of program improvement. Mr. Sonnenburg expressed the importance of educating, and informing the parents on testing. Mr. Leaman will follow up on informing staff on educating parents, including the possibility of hosting an information testing night for parents. Books have been ordered for the up and coming school year, but may be a little late.

4.5.3 Bob Noyes, Personnel Director – Not present

5. ♦ ACTION ♦ DISCUSSION ♦ INFORMATION

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

- 5.1 (D/A) **A RESOLUTION 05/06.1 APPROVING THE WESTERN PLACER UNIFIED COMMUNITY FACILITIES DISTRICT NO. 1 TAX REPORT FISCAL YEAR 2005-06, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN – STEWART** (05-06 G & O Component I-V)
•The Board of Trustees will take action to approve the FY 2005-06 special tax levy for developed parcels within the Western Placer Unified School District’s Community Facilities District No. 1.

A motion by Mr. Long, seconded by Mr. Mentze, and passed by a unanimous roll call vote to approve resolution 05/06.1 approving the Western Placer Unified Community Facilities district No. 1 tax report fiscal year 2005-06, and levying and apportioning the special tax as provided.

- 5.2 (D/A) A RESOLUTION 05/06.2 APPROVING THE WESTERN PLACER UNIFIED COMMUNITY FACILITIES DISTRICT NO. 2 TAX REPORT FISCAL YEAR 2005-06, AND LEVYING AND APPORTIONING THE SPECIAL TAX AS PROVIDED THEREIN – Stewart (05-06 G & O Component I-V)**
•The Board of Trustees will take action to approve the FY-2005-06 special tax levy for developed parcels within the Western Placer Unified School district's Community Facilities District No. 2.

A motion by Mr. Long, Seconded by Mr. Mentze, and passed by unanimous roll call vote to approve resolution 05/06.2 approving the Western Placer Unified Community Facilities district No.2 tax report fiscal year 2005-06 and levying and apportioning the special tax as provided.

- 5.3 (D) LIGHTHOUSE STATUS – Leaman (05-06 G & O Component III-IV)**
The Lighthouse was started in 1994 with a small group of interns and has grown into a wide array of services. Options for these services will be discussed with the building relocation to the district office site and the formation of a new 501(c)3 Foundation.

There was much discussion on services provided by the Lighthouse and how the district would continue offering services to our students. There was discussion on returning to the original services provided when the Lighthouse began in 1994, there also was discussion on the naming of this facility. Mr. Leaman recommended going back to the core of the program when it first started. Mr. Leaman will continue to work with the Lighthouse on any changes being made. No action was taken at this time.

- 5.4 (A) APPROVAL OF CONSOLIDATED APPLICATION, PART 1 FOR 2005-06 – Leaman (05-06 G & O Component I-V)**
The annual approval of the application for Federal and State categorical funds, commonly known as Consolidated Application part 1, is requested at this time. New items of interest to the Board will be highlighted.

Mr. Leaman reported on the consolidated application, a copy was provided to all board members for review. Mr. Mentze made a motion, seconded by Mr. McLeod and passed by unanimous vote.

5.5 (D/A) APPROVE EDGE DEVELOPMENT'S BASE BID OF \$4,544,007.00 AND ADDITIVE ALTERNATE NO. 1 BID OF \$74,614.00 FOR TWELVE BRIDGES HIGH SCHOOL SITE DEVELOPMENT PHASE I PROJECT – Stewart (05-06 G & O Component IV-V)

Five proposals were received for the construction of the Twelve Bridges High School Site Development Phase I Project. EDGE Development's base bid of \$4,544,007.00 was the low bid. EDGE Development's Additive Alternate No. 1 bid was third lowest at \$74,614.00; however, combining the two bids still resulted in EDGE Development being the overall low bidder for the project. Please refer to the attached bid summary for the complete bid results.

Mr. Stewart spoke on the bid proposals for the new high school. There was discussion on Sierra College and the City of Lincoln commitment to the new facilities. Mr. Stewart will work with the both Sierra College and the City of Lincoln on the money portion.

A motion was made by Mr. Long, seconded by Mr. Mentze, and passed by unanimous vote to approve EDGE Development's base bid of \$4,544,007 and additive alternate No. 1 bid of \$74,614. combining the two bids still resulted in EDGE Development being the overall low bidder for the project.

6. COMMENTS - BOARD OF TRUSTEES

6.1 FUTURE AGENDA ITEMS

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

- Relationship with Sierra Community College –
Mr. Yohe felt the district should contact the City of Lincoln, and Sierra College on setting up a ground breaking for our new facilities. A sign should be put up for the future facility with all sites listed.
- Carlin C. Coppin Elementary School Land Plan/Gladding Parkway –
Mr. McLeod reported on the Meadowland plans that have been submitted, this will be a 2 to 4 year plan.
- Budget Suspensions for the 2004/05 School Year

6.2 BOARD MEMBER REPORTS/COMMENTS

Long – Report on Aug. 11th is his 44th Wedding Anniversary and that all is coming along well at our schools.

Eustice – No report

McLeod – Reported on the Safe Route to School, it was approved by the City of Lincoln at \$585,000. The City increased the grant by \$300,000.00. The construction will begin after school starts.

Sonnenburg – Would like to send the Kiwanis a thank you for their donation, along with a certificate of recognition.

Mentze – Talked about the tragedy that took place Monday evening on Highway 65. One of our high school students (Eddy Yopez), along with Paul and Rose Ponce all from Sheridan, were killed in a car accident. He talked about supporting the district Superintendent in doing what we can to better educate our students in driver education.

7. ESTABLISHMENT OF NEXT MEETING(S)

- The President will establish the following meeting(s):
 >August 16, 2005, 7:00 p.m., Foskett Ranch Elementary

8. ADJOURNMENT

With no further business, the meeting was adjourned at 8:55 P.M.

Dennis Sonnenburg, Board President

James McLeod, Clerk

Roger R. Yohe, Superintendent

**Rosemary Knutson, Secretary to
Superintendent**

4.1.13

Regular Meeting of the Board of Trustees
August 2, 2005
Minutes

8

Adopted:

Ayes:

Noes:

Absent:

Abstain:

BOARD BYLAW 9320: Individuals requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing, at least two days prior to meeting date. (American Disabilities Act) Government Code 54954.1

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4.1.14

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

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

SUBJECT:
Approval of Warrants

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Jay Stewart, Assistant
Supt. Of Business Services

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

MEETING DATE:
September 6, 2005

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the August 2, 2005 board meeting.

SUPERINTENDENT'S RECOMMENDATION:

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

APY220 H.02.03

PLACER COUNTY OFFICE OF EDUCATION
WARRANT REGISTER FOR WARRANTS DATED 08/25/2005
SCHOOLS COMMERCIAL REVOLVING FUND

08/24/05

PAGE 1

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT
80009572	000400	ACCREDITING COMMISSION	22 00	150.00	80009573	011051	CAPITAL ONE F.S.B.	22 00	284.49
80009574	007720	CITY OF LINCOLN	22 00	17,439.84	80009575	005476	DAVIS PUBLICATIONS INC	22 00	2,299.60
80009576	010721	EDFORMATION INC.	22 00	8,784.00	80009577	011405	FISHMAN SUPPLY COMPANY	22 00	14,483.36
80009578	016160	HARCOURT INC	22 00	915.36	80009579	000396	VOIDED	22 00	
80009580	000396	HOUGHTON MIFFLIN COMPANY	22 00	13,528.51	80009581	000175	J & J SCREEN & GLASS	22 00	1,707.92
80009582	010638	MANDARIN	22 00	4,830.00	80009583	011258	MARKETWARE TECHNOLOGIES	22 00	86.87
80009584	001762	MCGRAW-HILL	22 00	1,385.48	80009585	007787	PITNEY BOWES CREDIT CORP	22 00	120.00
80009586	005685	PITNEY BOWES INC	22 00	211.21	80009587	011738	PLACER COUNTY	22 00	750.00
80009588	028020	PLACER COUNTY OFFICE OF E	22 00	90.00	80009589	011643	POSITIVE ACTION INC.	22 00	1,078.74
80009590	028840	THE PSYCHOLOGICAL CORP	22 00	136.92	80009591	006887	PURCHASE POWER	22 00	2,016.92
80009592	029400	RAINBOW MARKET	22 00	123.69	80009593	010252	JOE ROSS	22 00	22.16
80009594	000543	SAXON PUBLISHERS INC.	22 00	10,800.67	80009595	026400	SBC	22 00	175.11
80009596	000128	SCHOLASTIC INC	22 00	1,231.56	80009597	032640	SCHOOL SERVICES OF CA INC	22 00	1,860.00
80009598	002891	SIERRA OFFICE SUPPLIES &	22 00	83.60	80009599	010550	SIERRA SPRING WATER CO.	22 00	12.70
80009600	010932	STAIN BUSTERS	22 00	32,925.38	80009601	010816	STARSTREAM COMMUNICATIONS	22 00	2,161.95
80009602	011624	U.S. BANK BUSINESS EQUIPM	22 00	554.34	80009603	002669	VERIZON WIRELESS	22 00	746.85
80009604	006717	VISTA CHILD THERAPY CENTE	22 00	190.00	80009605	004640	ZEP MANUFACTURING COMPANY	22 00	13.64
80009606	028280	PLACER COMMUNITY ACTION	22 00	6,230.00	80009607	009998	DANG ELECTRIC	22 00	2,865.00
80009608	007914	BLACKBURN CONSULTING	22 00	11,885.85	80009609	004817	CITY OF LINCOLN	22 00	2,139.71
80009610	011089	COMPACT-IT	22 00	11,461.61	80009611	000391	FEDEX	22 00	56.79
80009612	011405	FISHMAN SUPPLY COMPANY	22 00	3,432.95	80009613	007840	G.W. SCHOOL SUPPLY	22 00	126.21
80009614	005377	GRAYBAR ELECTRIC COMPANY	22 00	373.28	80009615	011735	LUIS MIGUEL FELIX ROSAS	22 00	3,019.34
80009616	000122	SCHOOL SPECIALTY INC	22 00	426.01	80009617	002669	VERIZON WIRELESS	22 00	213.87
80009618	011062	WALLACE-KUHL & ASSOCIATES	22 00	328.00	80009619	000400	ACCREDITING COMMISSION	22 00	575.00
80009620	010439	ACSA'S FOUNDATION FOR	22 00	63.56	80009621	010174	BAND SHOPPE	22 00	214.30
80009622	002095	BANK OF AMERICA	22 00	483.35	80009623	005142	BANK OF AMERICA	22 00	44.22
80009624	010182	CA READING & LITERATURE	22 00	395.00	80009625	002067	CA READING ASSOCIATION	22 00	470.00
80009626	004023	CLASSROOM DIRECT.COM	22 00	203.22	80009627	005443	COSTCO	22 00	96.76
80009628	011451	JAMIE CRUISE	22 00	89.43	80009629	011682	DIRECT PRESS 2	22 00	956.35
80009630	011690	THE ELECTRIC PAGE	22 00	45.00	80009631	007840	G.W. SCHOOL SUPPLY	22 00	147.31
80009632	006003	TARYN GORDON	22 00	25.13	80009633	011734	NATALIE HALL	22 00	200.00
80009634	011737	HILTON ONTARIO AIRPORT	22 00	278.00	80009635	022460	HOUGHTON MIFFLIN COMPANY	22 00	1,331.70
80009636	006890	HUMAN KINETICS	22 00	294.98	80009637	005736	INK LYNK INC	22 00	286.43
80009638	000389	LAKEHORE LEARNING MATERI	22 00	453.31	80009639	003668	MODERN LEARNING PRESS INC	22 00	241.55
80009640	024240	NASCO MODESTO	22 00	470.41	80009641	004683	VOIDED	22 00	
80009642	004683	OFFICE DEPOT	22 00	5,785.13	80009643	002926	PEOPLES PUBLISHING GROUP	22 00	9,143.06
80009644	027360	PERMA-BOUND	22 00	931.57	80009645	000137	LINDA PRZANOSKI	22 00	96.76
80009646	028020	PLACER COUNTY OFFICE OF E	22 00	105.00	80009647	029400	RAINBOW MARKET	22 00	38.04
80009648	008381	RAY MORGAN COMPANY INC	22 00	372.06	80009649	005757	REALLY GOOD STUFF	22 00	180.45
80009650	001818	THE REPORT CARD	22 00	349.63	80009651	000128	SCHOLASTIC INC	22 00	81.00
80009652	000122	SCHOOL SPECIALTY INC	22 00	1,651.31	80009653	002891	SIERRA OFFICE SUPPLIES &	22 00	2,217.13
80009654	003808	PAM SOHA	22 00	240.51	80009655	000798	TEACHER'S DISCOVERY	22 00	179.63
80009656	032880	WISHING WELLS ENTERPRISES	22 00	74.53	80009657	005142	BANK OF AMERICA	22 00	1,463.00
80009658	004683	OFFICE DEPOT	22 00	46.94	80009659	011736	BEVERLY BERKLEY	22 00	180.00
80009660	039440	WESTERN PLACER U.S.D.	22 00	225.00	80009661	011344	BOYD COFFEE COMPANY	22 00	488.60
80009662	005598	D.J. CO-OPS	22 00	58.50	80009663	001778	THE DANIELSEN COMPANY	22 00	3,828.58
80009664	011727	ED JONES FOOD SERVICE	22 00	4,899.09	80009665	000686	INTERSTATE BRANDS CORP	22 00	62.68

4.2.1

APY220 H.02.03

PLACER COUNTY OFFICE OF EDUCATION
WARRANT REGISTER FOR WARRANTS DATED 08/25/2005
SCHOOLS COMMERCIAL REVOLVING FUND

08/24/05

PAGE 2

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT	DIST NO DD	AMOUNT
80009666	009147	NOR-CAL PRODUCE INC	80009667	003398	OFFICE MAX CREDIT PLAN	22 00	462.33	22 00	176.02
80009668	011033	PAPPA JOHN'S PIZZA	80009669	010843	INC. POS WORLD	22 00	314.00	22 00	178.00
80009670	029400	RAINBOW MARKET	80009671	011585	STAFFORD MEAT COMPANY	22 00	15.96	22 00	704.00
80009672	010084	SYSCO SACRAMENTO	80009673	039440	WESTERN PLACER U.S.D.	22 00	2,292.29	22 00	1,239.00
80009674	009364	YAFFEE INC				22 00	9,695.07		

TOTAL AMOUNT OF ALL WARRANTS \$644,491.92***

4.2.2

APY220 H.02.03

08/17/05 PAGE 1

PLACER COUNTY OFFICE OF EDUCATION
WARRANT REGISTER FOR WARRANTS DATED 08/18/2005
SCHOOLS COMMERCIAL REVOLVING FUND

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT
80007228	010387	ACEI	22 00	80007229	010915	AFFLUENCE UNLIMITED	22 00	217.80
80007230	000972	CALLOWAY HOUSE INC	22 00	80007231	004023	CLASSROOM DIRECT.COM	22 00	168.93
80007232	011548	CREATIVE TEACHING PRODUCT	22 00	80007233	010660	EARL TALKEN GRAPHICS	22 00	294.36
80007234	004210	ELLISON EDUCATIONAL EQUIP	22 00	80007235	007352	JENNY FLANNAGAN	22 00	51.25
80007236	003106	FREDRIC H. JONES & ASSOC	22 00	80007237	007840	G.W. SCHOOL SUPPLY	22 00	390.77
80007238	003096	THE HAMPTON-BROWN COMPANY	22 00	80007239	006536	TAMI JEFFS	22 00	79.37
80007240	000389	LAKESHORE LEARNING MATERI	22 00	80007241	002917	MCGRAW-HILL	22 00	3,073.91
80007242	009795	MOUNTAIN MATH/LANGUAGE LL	22 00	80007243	011444	NEXT GENERATION COFFEE SY	22 00	54.29
80007244	004683	OFFICE DEPOT	22 00	80007245	004227	PAPER DIRECT INC	22 00	47.53
80007246	007787	PITNEY BOWES CREDIT CORP	22 00	80007247	028020	PLACER COUNTY OFFICE OF E	22 00	70.00
80007248	006899	POSITIVE PROMOTIONS	22 00	80007249	008381	RAY MORGAN COMPANY INC	22 00	105.51
80007250	005757	REALLY GOOD STUFF	22 00	80007251	009649	RENAISSANCE LEARNING INC	22 00	199.00
80007252	002618	RISO PRODUCTS OF SAC INC	22 00	80007253	010320	SCHOOL MATE	22 00	332.50
80007254	000122	SCHOOL SPECIALTY INC	22 00	80007255	002891	SIERRA OFFICE SUPPLIES &	22 00	465.55
80007256	006305	THOMSON LEARNING	22 00	80007257	039880	WISHING WELL ENTERPRISES	22 00	50.00
80007258	005801	APPROVED SAFE & LOCK	22 00	80007259	000140	ASSOCIATION OF CA SCHOOL	22 00	909.50
80007260	011721	CUSTOMINK.COM	22 00	80007261	006476	DAVIS PUBLICATIONS INC	22 00	23.11
80007262	009919	DELL	22 00	80007263	011465	FILTERFRESH	22 00	135.00
80007264	011405	FISHMAN SUPPLY COMPANY	22 00	80007265	001689	GOSSETT ALARM INC	22 00	1,194.00
80007266	008281	HILLIARD	22 00	80007267	000396	HOUGHTON MIFFLIN COMPANY	22 00	627.78
80007268	000967	ROSEMARY KNUTSON	22 00	80007269	005493	LINCOLN NEWS MESSENGER	22 00	52.00
80007270	008668	LINDA SAW & MOWER SHOP	22 00	80007271	008599	MENA AMERICAN BUSINESS CA	22 00	450.00
80007272	001762	MCGRAW-HILL	22 00	80007273	000131	ROBERT NOYES	22 00	131.88
80007274	026460	PACIFIC GAS & ELECTRIC CO	22 00	80007275	002456	PRO-ED	22 00	1,618.10
80007276	003287	RIVERSIDE PUBLISHING COMP	22 00	80007277	000543	SAXON PUBLISHERS INC.	22 00	8,545.60
80007278	026400	SBC	22 00	80007279	011323	SBC - LONG DISTANCE SERV	22 00	40.62
80007280	002891	SIERRA OFFICE SUPPLIES &	22 00	80007281	003409	SIMPLE PLEASURES	22 00	526.43
80007282	034160	SOLON FIRE CONTROL	22 00	80007283	007212	STAPLES CREDIT PLAN	22 00	466.29
80007284	001151	STATE OF CALIFORNIA	22 00	80007285	040640	ZEP MANUFACTURING COMPANY	22 00	644.52
80007286	026400	SBC	22 00	80007287	026400	SBC	22 00	22.65
80007288	003228	ROCKLIN INDUSTRIAL CO	22 00	80007289	011726	ALAN GILBEAU	22 00	850.00
80007290	005801	APPROVED SAFE & LOCK	22 00	80007291	011561	BANK OF AMERICA	22 00	205,762.19
80007292	011405	FISHMAN SUPPLY COMPANY	22 00	80007293	001689	GOSSETT ALARM INC	22 00	4,110.00
80007294	008595	MENA AMERICA BUSINESS CAR	22 00	80007295	011730	PACIFIC GLASS INC.	22 00	514.88
80007296	011002	U.S. BANK	22 00	80007297	038620	W.W. GRAINGER INC.	22 00	2,989.00
80007298	001999	WENSTROM CONSTRUCTION	22 00	80007299	009103	PLACER COUNTY TREASURER /	22 00	119.88
80007300	011732	SHARI THORPE	22 00	80007301	004100	PJ'S MAIL & PARCEL SERVIC	22 00	36.06
80007302	011733	MYRNA STANISLJEVIC	22 00					

TOTAL AMOUNT OF ALL WARRANTS \$304,649.68***

4.2.3

APY220 H.02.03

PLACER COUNTY OFFICE OF EDUCATION
WARRANT REGISTER FOR WARRANTS DATED 08/11/2005
SCHOOLS COMMERCIAL REVOLVING FUND

08/10/05

PAGE 1

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT
80005992	000059	ADVANCED INTEGRATED PEST	22 00	1,055.00	80005993	004071	AIRGAS	22 00	166.53
80005994	000185	BARNES & NOBLE BOOKSTORES	22 00	98.13	80005995	000205	CA BUS SALES	22 00	298.94
80005996	007984	CHEVRON	22 00	283.63	80005997	000050	CURRICULUM ASSOCIATES INC	22 00	580.15
80005998	003504	FOUNDATION FOR EDUCATIONA	22 00	468.00	80005999	036880	G&S HARDWARE PURCHASING	22 00	2,071.93
80006000	002027	GIRARD & VINSON	22 00	1,608.00	80006001	004997	VIRGINIA HENDERSON	22 00	425.00
80006002	007341	J.R.'S PORTABLE SANITATIO	22 00	76.45	80006003	003183	SCOTT LEAMAN	22 00	311.74
80006004	001466	LINCOLN AREA CHAMBER OF	22 00	125.00	80006005	002271	LINGUI SYSTEMS INC	22 00	26.95
80006006	011258	MARKETWARE TECHNOLOGIES	22 00	154.44	80006007	024840	NEVADA IRRIGATION DISTRICT	22 00	132.87
80006008	004272	NORMAC	22 00	860.73	80006009	026460	PACIFIC GAS & ELECTRIC CO	22 00	4,112.63
80006010	010807	POSTMASTER	22 00	148.00	80006011	028840	THE PSYCHOLOGICAL CORP	22 00	2,381.93
80006012	010909	THE REGENTS OF THE UNIV O	22 00	850.00	80006013	000804	SAC VAL JANITORIAL SALES	22 00	3,319.07
80006014	032640	SCHOOL SERVICES OF CA INC	22 00	210.00	80006015	002891	SIERRA OFFICE SUPPLIES &	22 00	226.92
80006016	034160	SOLON FIRE CONTROL	22 00	810.15	80006017	001786	SPURR	22 00	2,005.53
80006018	001904	SUPER DUPER SCHOOL COMPAN	22 00	591.00	80006019	000564	ZIEGELMANN'S REFRIGERATIO	22 00	2,328.21
80006020	009414	RHEA ZINZUN	22 00	17.21	80006021	036880	G&S HARDWARE PURCHASING	22 00	6.96
80006022	011720	LINDA SUTTON	22 00	4,000.00	80006023	001333	RAY BESKE CONCRETE	22 00	1,579.00
80006024	000122	SCHOOL SPECIALTY INC	22 00	22,078.61	80006025	005298	CYBERGUYS!	22 00	176.86
80006026	009919	DELL	22 00	3,074.51	80006027	020207	GIRARD & VINSON	22 00	1,794.00
80006028	006381	GOLD COUNTRY CLASSIFIED I	22 00	122.72	80006029	011722	MUSCO SPORTS LIGHTING LLC	22 00	128.58
80006030	003233	PORTABLE FACILITIES LEAST	22 00	260,617.00	80006031	011724	RANDOM GALLERY	22 00	3,500.00
80006032	001333	RAY BESKE CONCRETE	22 00	5,594.00	80006033	000804	SAC VAL JANITORIAL SALES	22 00	474.15
80006034	011138	SCHOOL CONSTRUCTION COMPL	22 00	8,658.90	80006035	001999	WENSTROM CONSTRUCTION	22 00	21,837.67
80006036	005142	BANK OF AMERICA	22 00	43.30	80006037	004023	CLASSROOM DIRECT.COM	22 00	109.63
80006038	009919	DELL	22 00	641.36	80006039	007262	DEMCO MEDIA	22 00	31.79
80006040	011725	ZACHARY DENNING	22 00	1,000.00	80006041	007840	G.W. SCHOOL SUPPLY	22 00	147.52
80006042	000389	LAKESHORE LEARNING MATERI	22 00	293.16	80006043	011258	MARKETWARE TECHNOLOGIES	22 00	209.14
80006044	004683	OFFICE DEPOT	22 00	262.79	80006045	000137	LINDA PEZANOSKI	22 00	133.01
80006046	007787	PITNEY BOWES CREDIT CORP	22 00	105.60	80006047	006887	PURCHASE POWER	22 00	1,016.99
80006048	005757	REALLY GOOD STUFF	22 00	90.61	80006049	001818	THE REPORT CARD	22 00	198.55
80006050	002618	RISO PRODUCTS OF SAC INC	22 00	506.00	80006051	000122	SCHOOL SPECIALTY INC	22 00	460.19
80006052	002891	SIERRA OFFICE SUPPLIES &	22 00	244.23	80006053	007185	SPORT & CYCLE	22 00	5,718.64
80006054	011126	SUBSCRIPTION SERVICES OF	22 00	41.97	80006055	011629	TEACHERS MEDIA	22 00	203.46
80006056	039890	WISHING WELL ENTERPRISES	22 00	97.78	80006057	011660	KIM BOYD	22 00	25.51
80006058	039440	WESTERN PLACER U.S.D.	22 00	903.31	80006059	009440	CDW GOVERNMENT INC	22 00	233.07
80006060	009360	CRYSTAL CREAM & BUTTER CO	22 00	151.73	80006061	011713	J.J. KELLERT ASSOC. INC	22 00	280.38
80006062	006580	JERICHO INC	22 00	125.00	80006063	007758	SACRAMENTO RENDERING CO.	22 00	27.00
80006064	039440	WESTERN PLACER U.S.D.	22 00	136.02	80006065	011712	EKON-OPAC INC	22 00	395.26
80006066	008021	SUPERIOR SCHOOL SUPPLIES	22 00	5,813.60					

TOTAL AMOUNT OF ALL WARRANTS \$379,033.70***

4.2.4

APY220 H.02.03

PLACER COUNTY OFFICE OF EDUCATION
 WARRANT REGISTER FOR WARRANTS DATED 08/04/2005
 SCHOOLS COMMERCIAL REVOLVING FUND

08/03/05 PAGE 1

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT
80004937	005845	AUBURN PLACER DISPOSAL SR	22 00	80004938	006060	CALTRONICS BUSINESS SYSTE	22 00	4,723.85
80004939	006200	CAPITOL CLUTCH AND BRAKE	22 00	80004940	008524	CITICORP VENDOR FINANCE I	22 00	1,028.73
80004941	005437	DAWSON OIL COMPANY	22 00	80004942	011465	FILTERFRESH	22 00	271.81
80004943	015040	GOLD RUSH AUTO PARTS	22 00	80004944	011258	MARKETWARE TECHNOLOGIES	22 00	823.76
80004945	023380	VOIDED	22 00	80004946	023380	MISSION UNIFORM SERVICE I	22 00	111.70
80004947	020840	MOUNTAIN CLEAR WATER COMP	22 00	80004948	006157	MUNICIPAL FINANCE CORPORA	22 00	150.00
80004949	028020	PLACER COUNTY OFFICE OF E	22 00	80004950	008069	RAY MORGAN COMPANY INC	22 00	793.69
80004951	002891	SIERRA OFFICE SUPPLIES &	22 00	80004952	010550	SIERRA SPRING WATER CO.	22 00	2,024.15
80004953	034160	SOLOIN FIRE CONTROL	22 00	80004954	010816	STARSTREAM COMMUNICATIONS	22 00	114.08
80004955	011435	SUNBURST VISUAL MEDIA	22 00	80004956	002732	PEGGY VAN LINGEN	22 00	128.16
80004957	003569	VERIZON WIRELESS MESSAGIN	22 00	80004958	002373	WILSON WAY TIRE	22 00	128.51
80004959	006591	CHUCK YOUTSEY	22 00	80004960	040640	ZEP MANUFACTURING COMPANY	22 00	3,359.00
80004961	028280	PLACER COMMUNITY ACTION	22 00	80004962	004071	AIRGAS	22 00	2,350.00
80004963	011715	CHARLES TAKARA	22 00	80004964	009998	DANG ELECTRIC	22 00	31,013.22
80004965	011723	RSD - REFRIGERATION SUPPL	22 00	80004966	005801	APPROVED SAFE & LOCK	22 00	850.43
80004967	011448	FEIST EDUCATION CONSULTIN	22 00	80004968	010106	JAMES FERREIRA	22 00	5,000.00
80004969	011476	FITCH INC.	22 00	80004970	008281	HILLIARD	22 00	12,805.00
80004971	011406	WALTER MAY	22 00	80004972	011708	EDWARD MCCULLOUGH	22 00	282,165.80
80004973	005792	NTD/STICHLER	22 00	80004974	008069	RAY MORGAN COMPANY INC	22 00	9,360.00
80004975	011447	YUBA SUTTER BUILDING	22 00					

TOTAL AMOUNT OF ALL WARRANTS \$393,261.66***

4.2.5

APY220 H.02.03

PLACER COUNTY OFFICE OF EDUCATION
WARRANT REGISTER FOR WARRANTS DATED 07/28/2005
SCHOOLS COMMERCIAL REVOLVING FUND

07/27/05 PAGE 1

WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	WARRANT NUMBER	VENDOR NUMBER	PAYEE NAME	DIST NO DD	AMOUNT
80003872	005801	APPROVED SAFE & LOCK	22 00	80003873	008657	ARCH WIRELESS	22 00	49.42
80003874	000140	ASSOCIATION OF CA SCHOOL	22 00	80003875	011559	BLISS POWER LAWN EQUIPMEN	22 00	23,755.64
80003876	000339	CASBO	22 00	80003877	002037	CINGULAR WIRELESS	22 00	42.38
80003878	008524	CITICORP VENDOR FINANCE I	22 00	80003879	005900	CSEA CA SCHOOL BOARDS AS	22 00	8,714.00
80003880	001689	GOSSETT ALARM INC	22 00	80003881	000175	J & J SCREEN & GLASS	22 00	1,375.23
80003882	004272	NORMAC	22 00	80003883	010306	THE OMNI GROUP	22 00	3,550.00
80003884	026460	PACIFIC GAS & ELECTRIC CO	22 00	80003885	028020	PLACER COUNTY OFFICE OF E	22 00	1,729.95
80003886	002025	PLATT ELECTRIC SUPPLY	22 00	80003887	002618	RISO PRODUCTS OF SAC INC	22 00	425.00
80003888	011323	SBC - LONG DISTANCE SERVI	22 00	80003889	004577	SCHOOL INNOVATIONS & ADVO	22 00	27,600.00
80003890	002891	SIERRA OFFICE SUPPLIES &	22 00	80003891	010550	SIERRA SPRING WATER CO.	22 00	12.70
80003892	034160	SOLOM FIRE CONTROL	22 00	80003893	011091	SRMC FOUNDATION	22 00	1,000.00
80003894	010816	STARSTREAM COMMUNICATIONS	22 00	80003895	010363	THOMPSON PUBLISHING GROUP	22 00	397.00
80003896	006354	DPS - UNITED PARCEL SERV.	22 00	80003897	002669	VERIZON WIRELESS	22 00	733.63
80003898	038620	W.W. GRAINGER INC.	22 00	80003899	040640	ZEP MANUFACTURING COMPANY	22 00	11,620.84
80003900	003224	KENNEDY PLUMBING CORP.	22 00	80003901	005801	APPROVED SAFE & LOCK	22 00	1,605.44
80003902	011716	MARK BUTLER	22 00	80003903	011719	COTTON BRIDGES ASSOCIATES	22 00	528.50
80003904	009919	DELL	22 00	80003905	006027	GLOBAL	22 00	365.61
80003906	001689	GOSSETT ALARM INC	22 00	80003907	011711	GROENIGER & COMPANY	22 00	11,387.10
80003908	008281	HILLYARD	22 00	80003909	003233	PORTABLE FACILITIES LEAS	22 00	28,522.00
80003910	011579	QUALITY SOUND SYSTEMS	22 00	80003911	000804	SAC VAL JANITORIAL SALES	22 00	237.08
80003912	000122	SCHOOL SPECIALTY INC	22 00	80003913	008930	SHAWN T GARDNER BUILDERS	22 00	6,500.00
80003914	011717	ERIC THORPE	22 00	80003915	002669	VERIZON WIRELESS	22 00	37.97
80003916	001999	WENSTROM CONSTRUCTION	22 00	80003917	006157	MUNICIPAL FINANCE CORPORA	22 00	6,961.84
80003918	005736	INK LYNX INC	22 00	80003919	011344	BOYD COFFEE COMPANY	22 00	23.60
80003920	005736	INK LYNX INC	22 00	80003921	006580	JERICO INC	22 00	125.00
80003922	011718	LISA LAGOW	22 00					

TOTAL AMOUNT OF ALL WARRANTS \$424,630.43***

4.2.6

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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

COMPLIANCE CHECK LIST

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING

FACT SHEET

SUBJECT:

Ratification of Certificated
Employment

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Bob Noyes *BN*
Director, Human Services

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

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

Mary Jane Krueger – 4/5 Grade Combo Teacher - COE
Anita Moya del Pino – Elementary Gate Teacher - FSS

SUPERINTENDENT'S RECOMMENDATION:

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

4.3 a.1

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEE MEETING

FACT SHEET

SUBJECT:

Ratification of Certificated
Temporary Employment

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Bob Noyes BN
Director, Human Services

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

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

Jennifer Beggerly – 4th Grade Teacher (1.00) FTE - FRE
Vicki Bryant – 3rd Grade Teacher (1.00) FTE FSS
Shannon Cavolt – 1st Grade Teacher (1.00) FTE - FRE
Wendi Foote – 1st/2nd Grade Combo Teacher (1.00) – TBE
Tara McCroskey – English Teacher (.50) - LHS
Terri Schreiber – 2nd Grade Teacher (1.00) - FRE

SUPERINTENDENT'S RECOMMENDATION:

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

4.3.a.2

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of
Classified Employment

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Bob Noyes BN
Director, Human Services

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

The Board of Trustees will consider ratification of employment of:

Jennifer Bowden – Library Aide (.25) FTE - CCC
Tina Diaz – Campus/Café Supervisor (.21) FTE – TBE
Campus/Café Supervisor (.06) FTE – TBE
Jennifer Shipman – School Secretary I (1.00) FTE - COE
Sandy Walker – Campus/Café Supervisor (.06) FTE – TBE
Campus/Café Supervisor (.04) FTE - TBE

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends ratification of employment of the individuals listed above.

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified
Additional Position

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Bob Noyes *B.N.*
Director, Human Services

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

The Board of Trustees will take action to ratify the additional position for:

Connie Contreras – ½ Hr. Campus/Café Supervisor - CCC
Carol Cummings – ½ Hr. Campus/Café Supervisor – CCC
Elizabeth Nevarez – ½ Hr. Campus/Café Supervisor – FSS
Tara Teymouri – 2 Hr. Instructional Aide – TBE
Carol Day – 2 Hr. Food Service Assistant - LHS

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends ratification of classified additional positions for the individuals listed above.

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Personnel Department

To: Connie Contreras
CCC

From: Peggy Van Lengen, Personnel Acct. Tech.

Date: August 23, 2005

Subject: Additional Position

After the selection process was discussed and the seniority list taken into consideration, it was determined that you will be adding the 1/2 hour (7:45 a.m. to 8:15 a.m.) Campus/Cafeteria Supervisor position at Carlin C. Coppin Elementary School to your current 3 hour Food Service Assistant position at Foskett Ranch Elementary effective August 24, 2005.

If you have any questions regarding this additional position, please call me at 645-5293.

Congratulations!

4.3 b.1.8

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Personnel Department

To: Carol Cummings, Food Service
LHS

From: Peggy Van Lengen, Personnel Acct. Tech.

Date: August 23, 2005

Subject: Additional Position

After the selection process was discussed and the seniority list taken into consideration, it was determined that you will be adding the 1/2 hour (2:35 p.m. to 3:05 p.m.) Campus/Cafeteria Supervisor position at Carlin C. Coppin Elementary School to your current 2 hour Food Service Assistant position at Lincoln High School effective August 23, 2005.

If you have any questions regarding this additional position, please call me at 645-5293.

Congratulations!

4.3 b.1.9

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Personnel Department

To: Elizabeth Nevarez
GEM

From: Peggy Van Lengen, Personnel Acct. Tech.

Date: August 23, 2005

Subject: Additional Position

After the selection process was discussed and the seniority list taken into consideration, it was determined that you will be adding the ½ hr. (2:35 p.m. – 3:05 p.m.) campus/cafeteria position at FSS to your current 2 hr. campus/cafeteria position at GEMS.

If you have any questions regarding this additional position, please call me at 645-5293.

Congratulations!

4.3 b.1.10

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Personnel Department

To: Tara Teymouri
TBE

From: Peggy Van Lengen, Personnel Acct. Tech.

Date: August 26, 2005

Subject: Additional Position

After the selection process was discussed and the seniority list taken into consideration, it was determined that you will be adding the 2 hr. (8:30 a.m. – 10:30 a.m.) Instructional Aide position at TBE to your current 2 hr. campus/cafeteria position and 2 hr. Instructional Aide position at TBE.

If you have any questions regarding this additional position, please call me at 645-5293.

Congratulations!

4.3 b.1.11

WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL DEPARTMENT
810 J STREET, LINCOLN, CA 95648
(916) 645-5293

NOTIFICATION OF CLASSIFIED EMPLOYMENT

ATTENTION: Personnel Department

DATE: 8/29/05

You are hereby notified that: Carol L. Day
(applicant's name)

200222

has been offered employment. The offer of employment is based on the following criteria:

POSITION TITLE: Food Service Assistant

EFFECTIVE DATE OF ASSIGNMENT: 8/29/05

ASSIGNMENT LOCATION: LHS Cafeteria
(To be determined by Personnel department)

RANGE: 12 STEP: A AMOUNT \$ 10.27 (As per WPCSEA contract)

NUMBER OF HOURS ASSIGNED PER DAY: 2.0 (6:00 - 8:00 AM)

NEWLY APPROVED POSITION: _____, OR REPLACEMENT: X

IF REPLACEMENT, NAME OF PRIOR EMPLOYEE: Kindy DeLoach

FUNDING SOURCE: GENERAL FUND: _____

CATEGORICAL: _____
(specify)

I have instructed the applicant to contact the Personnel Department regarding new employee orientation, health and welfare benefits, **T.B. clearance**, fingerprints, and pre-employment physical if applicable.

**** If this position is for an instructional aide, applicant must have passed screening test.**

Carol L. Day 8-29-05
Applicant's signature Date

_____ _____
Address (City/Zip) Telephone #

Jeff Dwyer, FSD 8/29/05
Administrator's signature Date

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revised 9/00

* These hours are being added to 4.3 b.1.12
Carol's previous two positions in the
district. She is not resigning from

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEE MEETING FACT SHEET

SUBJECT:

Ratification of Classified
Transfer

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

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

Kathy Johnson - from 4 hr. Instructional Aide at CCC to the 2 hr. a.m./2hr.
p.m. Kindergarten Instructional Aide position at CCC

SUPERINTENDENT'S RECOMMENDATION:

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL DEPARTMENT
810 J STREET, LINCOLN, CA 95648
(916) 645-5293

TRANSFER

NOTIFICATION OF CLASSIFIED EMPLOYMENT

ATTENTION: Personnel Department

DATE: 8/19/05

You are hereby notified that: Kathy Johnson
(applicant's name)

has been offered employment. The offer of employment is based on the following criteria:

POSITION TITLE: Instructional Aide - AM and PM Kindergarten

EFFECTIVE DATE OF ASSIGNMENT: 8/19/05

(To be determined by Personnel department)

ASSIGNMENT LOCATION: CCC

RANGE: STEP: AMOUNT \$ (As per WPCSEA contract)

NUMBER OF HOURS ASSIGNED PER DAY: 2 AM - 2 PM

NEWLY APPROVED POSITION: OR REPLACEMENT: X

IF REPLACEMENT, NAME OF PRIOR EMPLOYEE: Teri Solander

FUNDING SOURCE: GENERAL FUND: X

CATEGORICAL: (specify)

I have instructed the applicant to contact the Personnel Department regarding new employee orientation, health and welfare benefits, **T.B. clearance**, fingerprints, and pre-employment physical if applicable.

**** If this position is for an instructional aide, applicant must have passed screening test.**

Kathy Johnson
Applicant's signature

8-19-05
Date

Address (City/Zip)

Telephone #

Administrator's signature

8/19/05
Date

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revised 9/00

4.3 b.2.1

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Ratification of Classified
Resignations

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Bob Noyes
Director, Human Services

ENCLOSURES:

MEETING DATE:

September 6, 2005

BACKGROUND:

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

Barbara Green – 2 hr. Instructional Aide – TBE
Shawn McQueary – 2 hr. Instructional Aide - GEM

SUPERINTENDENT'S RECOMMENDATION:

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

8-15-05

I am resigning from
the Am Instructional Aide
position effective today.

Sincerely,

Barbara Green

A.M. Rodriguez am TBE
2 hrs.

August 18, 2005

Dear Mary,

I am very sorry to tell you that I will have to resign from my position as Instructional Aide. My husband has a new job and I need to work more hours to help support my family. I want to thank you so much for giving me the opportunity. I love working with all the children and staff. Everyone I met was wonderful. I hope someday I will be given the opportunity to work in one of the schools again. Thank you again for such a rewarding experience.

Shawn M. Quacy
accepted 8/19/05
JH

4.3 b.3.2

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

MISSION STATEMENT: The Western Placer Unified School District is committed to the pursuit of excellence in all of its endeavors.	
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS	
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.	
2. Foster a safe, caring environment where individual differences are valued and respected.	
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	
4. Promote the involvement of the community, parents, local government, business, service organizations etc. as partners in the education of the students.	

AGENDA ITEM:

Annual Approval of Check Signors.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

No

BOARD MEETING DATE:

September 06, 2005

BACKGROUND:

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

District Office:

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

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

Lincoln High School:

Student Body 08823-00293

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

Glen Edwards Middle School:

Student Body 08821-00096

Mary Boyle, Principal

Michael Doherty, Assistant Principal

Janene Malatesta, Secretary

Virginia Wascher, School Clerk

SUPERINTENDENT'S RECOMMENDATION:

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

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

MISSION STATEMENT: The Western Placer Unified School District is committed to the pursuit of excellence in all of its endeavors.
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS
<ol style="list-style-type: none">1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.2. Foster a safe, caring environment where individual differences are valued and respected.3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.4. Promote the involvement of the community, parents, local government, business, service organizations etc. as partners in the education of the students.

AGENDA ITEM:

Ratify the Agreement Regarding the Joint
Use of the Twelve Bridges Middle School
Site and City Park Site.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

September 06, 2005

BACKGROUND:

The attached Joint Use Agreement outlines the operational and financial guidelines regarding the Twelve Bridges Middle School.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the agreement regarding the joint use of the Twelve Bridges Middle School site and City park site.

**AGREEMENT REGARDING THE JOINT
USE OF THE TWELVE BRIDGES MIDDLE
SCHOOL SITE AND CITY PARK SITE**

THIS JOINT USE AGREEMENT ("Agreement") is entered into as of the August 9, 2005, by and between the Western Placer Unified School District, a public school district organized and existing under the laws of the State of California ("District"), and the City of Lincoln, a municipal corporation existing under the laws of the State of California ("City"), together herein referred to as "Parties".

RECITALS

WHEREAS, Education Code Section 10900, et seq., authorizes the Parties hereto to enter into written agreements for community recreation programs and facilities; and

WHEREAS, the District desires to construct a middle school on the grounds of a site located within the Twelve Bridges Specific Plan area, owned by the District and generally located at 770 Westview Drive, Lincoln, Ca. and the City wishes to develop an adjoining public park site, which together constitute the "Facility" that will be designed to allow the joint use and thereby reduce capital and operating costs; and

WHEREAS, the Parties wish to provide facilities that will be available for use by students, faculty, staff and general public for community purposes, in accordance with the provisions of the Master Agreement For Joint Use, entered into by the Parties on May 9, 2003, and the policies and procedures contained in this Agreement; and

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

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

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the Parties agree as follows:

TERMS

1. Term of Agreement. The term of this Agreement shall commence upon the execution by both parties and shall remain in effect for 40 years. After the initial 40-year term, the agreement shall automatically renew every five (5) years, unless prior to an anniversary date a party provides written notice to the other that the agreement will not be renewed.
2. Description of Facility. The District owns the buildings, which include the multipurpose building and kitchen facilities, gymnasium, classrooms, administrative building, and library, as well as the hard-court area, and landscaping and parking lot areas as shown on Exhibit "A" attached hereto and incorporated by this reference. The City owns the play fields, concession and restroom building, the play-ground apparatus and adjacent restroom building, parking lot and landscaping, as shown on Exhibit "A", attached hereto and incorporated by this reference. The Parties intend that the Facility will be constructed as depicted in Exhibit "A" and in accordance with the plans and specifications approved by the Division of the State Architect for the District's facilities and those plans and specifications for the City park site approved by the Director of Public Works for the City of Lincoln, which are both hereby incorporated by this reference and will supercede the attached Exhibit "A" to the extent they are inconsistent.
3. Construction of Facility. The District shall be fully responsible for the construction of the buildings and facilities located upon the District's site as shown in Exhibit "A" in accordance with all State and local laws relating to the construction of school facilities. The District in accordance with the provisions of Section 9, of the Master Agreement for Joint Use of City of Lincoln and Western Placer Unified School District Property, will also be responsible for the construction of the City park site, in accordance with plans and specifications approved by the City's Director of Public Works/City Engineer. The cost of park construction will not exceed \$2,934,713 based upon bid item amounts specified in certified bid documents received by NTD/Edge and approved by the City's Director of Public Works/City Engineer. Change orders that would increase or decrease this amount must be approved by the City's Director of Public Works/City Engineer. The City agrees to reimburse the District for approved construction costs in accordance with the provisions set forth in Section 4 below.
4. City Reimbursement For Park Construction. The City has the financial responsibility to develop the park site; but in order to take advantage of the economies of having the District construct the park improvements in

conjunction with the middle school construction, the City agrees to reimburse the District in accordance with the following provisions. The City agrees to make progress payments to the District during the course of construction of City's park improvements. Progress payments will be made upon the City's receipt of a payment invoice submitted by the District. All submitted District invoices shall be accompanied by copies of the daily field reports generated by the District's Field Inspector in order to verify progress, performance and the District's acceptance of the work performed. Such payments shall be at intervals not to exceed monthly and will be paid within 30 days of submittal. Progress payments will be made based upon an inspection and acceptance of the work by the City's Director of Public Works/City Engineer. The City shall retain 10% of the project costs until a final inspection and acceptance is granted by the City and a Notice of Completion filed by the Director of Public Works/City Engineer. The City may retain up to 10% of construction costs for up to one year after acceptance of the work to satisfy warranty items.

5. City to Pay for All Fees. The City shall be directly responsible for all plan check, building, inspection, and development impact fees associated with the park site and park improvements. These fees shall not be included in the not to exceed construction cost itemized in Section 3.
6. District Use of the Facilities. City hereby grants to District the right to use the 6.5 acre park property shown on Exhibit A attached hereto and incorporated by this reference for playfield purposes. Unless the park site is required for recreational activities, the District will generally have the exclusive right to use the City park during regular school hours (7:30 a.m. – 4:00 p.m.) during all days that school is in session (180 student days), unless otherwise changed by State law, from the week of August 15th through June, excluding school holidays. The District's right to use park playfields excludes that portion of the park designated for the children's play area, adjacent restroom and storage building, parking area and related trail system. These areas shall remain as the exclusive use of the City year round.
7. City Use of the Facilities. District hereby grants to City the right to use the adjoining school site for community recreational purposes when the site is not needed for school purposes. The City will generally have the exclusive right to use the District's outdoor hard-court areas, the multi-purpose facility and gymnasium in accordance with the terms and conditions of that certain Joint Use Agreement, dated May 9, 2003 and the parking lot area as shown on Exhibit A, attached hereto and incorporated by this reference. The City will have the right to use designated meeting rooms daily after school, weekends and during vacation periods. Designated rooms will be scheduled with the school Principal and City will have use after the requested use is confirmed in writing with the Principal. City will have use of the multi-purpose facility and

gymnasium for City recreational programs when the facilities are not needed by the District during the regular school year, on weekends, during school holidays and vacation periods including summer months. The exceptions to the City's use as noted above are for the following "Special Events:" (include specific events, with dates and times).

8. Scheduling of Joint Use Facilities. The City and District will meet twice annually, in August and January, or as needed to establish the schedule for the City's use of outdoor hard-courts, meeting rooms, multi-purpose facility, gymnasium, and the District's use of the play-fields. Nothing contained herein shall limit the parties in their ability to agree to the use of other facilities not described in this agreement.
9. Bumping Rights. Each Party to the agreement is permitted a one-time bumping right during the course of a calendar year, allowing the party to bump the other party's event at its facility. In order to utilize this bumping right, the party to be removed from the schedule must receive, in writing, 10 days advance notice of the election to use the one-time bumping rights.
10. Maintenance of Joint Use Facilities. The annual pre-arranged use of facilities and play areas by either party is without cost, (i.e. custodial, utilities or staff time) to either party, except in the case of significant extraordinary clean-up costs, utility usage or wear on facilities associated with the particular activity of either party. In such a case the party using the facility and causing the extra-ordinary clean up, utility usage or wear, will be required to pay the extra expenses associated with their activity. Such costs do not include regular, routine maintenance of a facility or play area.

Once the overall site is developed, the City will maintain all of the turf areas and trees located on the City's park site, the playfield areas, play-ground equipment, parking lot and landscape strips associated with its portion of the parking lot. The District's use of the playfield areas will accommodate the City's schedule to conduct maintenance of these areas between the hours of 7:30 a.m. and 2:30 p.m. weekdays. The City will provide normal and routine maintenance of the turf areas including weekly mowing and irrigation repairs as necessary. The City will provide a minimum 14-day notice to the District for performance of aeration and fertilization of the turf areas. The City shall provide a schedule of proposed maintenance to the District in January and June of each year.

The District will maintain all educational buildings, hard court areas, parking lots and landscaped areas including lawn areas around school

buildings, track facility, slope areas, and playfields on District property. Nothing herein shall be interpreted to preclude the District from separately contracting with the City for the maintenance of school parking lots, playfields and landscaped areas.

For purposes of this agreement maintenance includes keeping sites and facilities in a state of good order and condition, repairing and replacing portions of facilities that are damaged, worn or destroyed, including the removal of graffiti. Either party shall report any defects or dangerous conditions in or on the other party's facilities within twenty-four hours of discovery. In addition, either party may take immediate action to abate the hazard if such action is needed to protect the public health or safety.

The District has the responsibility to clean up the park area at the end of the school day, or after athletic practice sessions or games in order for the City to utilize the play-field property for recreation. The City has the responsibility to clean up the multi-purpose facility, gymnasium, hardcourt area and meeting rooms after evening or weekend use so the facilities are properly ready for school use. If vandalism or damage occurs in the school facilities during City use, the City will pay to replace the item(s) to district standards. If vandalism or damage occurs in the park during District use, the District will pay to replace item(s) to City standards. It is the respective party's responsibility to reimburse the other party for expenses incurred for repair, or replacement of facilities damaged during use.

11. Indemnification. Each party shall defend, indemnify and hold harmless from liability the other party, its officers, agents, servants or employees from all damages, costs, expenses which either of them shall become obligated to pay by reason of any liability imposed by law because of property damage or injury or death of any person received or suffered as a result of the use or occupancy by either party of the City or District facilities pursuant to this Agreement. Further, each party shall be responsible for any and all damage to property of the other party resulting from such liable party's use of the facilities pursuant to this Agreement. Each party hereto shall take out a policy of liability insurance or establish a self-insurance program in the manner provided by law. City and District agree to maintain minimum limits of \$2,000,000 general liability insurance per occurrence, during the life of this agreement. The City and District also agree to maintain workers' compensation insurance for their respective employees.
12. Unforeseen Changes To District Schedules. If the District must implement a year-round school program, double session, or other special schedule to deliver educational services, this agreement shall be amended within sixty (60) days of a written request of either party. Both parties shall meet to reach an

understanding consistent with the spirit of this Agreement and focus on the principle of maintaining the best joint use for both parties.

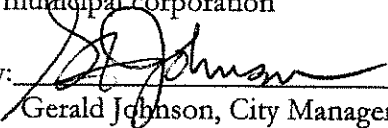
13. Supervision of Activities. All activities sponsored by the District shall be supervised and conducted by the District and all activities sponsored by the City shall be supervised and conducted by the City. The District and City shall be responsible, respectively, for said areas during the period of their respective sponsorship, and each will bear the cost of all necessary expendable equipment, supervising and teaching personnel needed during said period.
14. Insurance Provisions. The District and City shall each be separately and solely responsible for maintaining insurance coverage for their own facilities in accordance with the provisions of Section 11 and as otherwise deemed appropriate by District and City.
15. Amendments. This agreement may be amended at any time, provided either party is given written notice of the intent to open discussion for amendment purposes.
16. Notices. All notices or other communications required or permitted by this agreement shall be in writing and shall be duly served and given when personally delivered or deposited in the United States mail in certified or registered form, postage prepaid, addressed as follows:

District	Western Placer Unified School District 810 "J" Street Lincoln, CA 95648
City	City of Lincoln 640 5 th Street Lincoln, CA 95648
17. Legal Action. Either party may institute legal action to cure, correct or remedy any default to enforce any covenant or agreement herein, or to enjoin any threatened or attempted violation.
18. Entire Agreement. Except as otherwise provided for in subsequent agreements for individual joint use sites, the terms and provisions contained in this agreement constitute the entire agreement of the parties and shall supercede all previous communications, representations or agreements, either verbal or written, between the parties hereto with respect to the subject matter hereof.

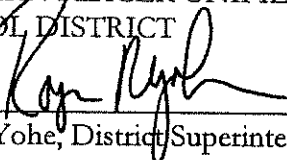
19. Attorneys' Fees. Should any party hereto retain legal counsel for the purpose of enforcing or preventing the breach of any provision of this Agreement, including but not limited to, by instituting any action or proceeding to enforce any provision of this Agreement, for damages by reason of any alleged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

IN WITNESS WHEREOF, the City of Lincoln, a municipal corporation has authorized The execution of this Agreement in duplicate by its City Manager and attested to by its City Manager and attested to by its City Clerk; and the Western Placer Unified School, a public school district has authorized the execution of this Agreement in duplicate by its Superintendent.

CITY OF LINCOLN
A municipal corporation

By: 
Gerald Johnson, City Manager

WESTERN PLACER UNIFIED
SCHOOL DISTRICT

By: 
Roger Yohe, District Superintendent

Attest:

By: _____
City Clerk

By: _____
Secretary to the Board

APPROVED AS TO FORM:

By: _____
City Attorney

REPORTS

AND

COMMUNICATION

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

BOARD OF TRUSTEE/DISTRICT GOALS

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

COMPLIANCE CHECK LIST

Complies with Board Policy
Complies with Site Plan (LIP)
Complies with Governance & Management Document
Complies with District Goals
Complies with District Mission Statement
Funding Sign-Off by J. Stewart

Personnel Sign-Off by B. Noyes

Program Sign Off by S. Leaman

SBLT Involvement

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

SUBJECT:

Program Focus Issue -
2005 Adequate Yearly Progress
and Academic Performance
Index Report

AGENDA ITEM AREA:

Reports

REQUESTED BY:

Scott Leaman,
Assistant Superintendent

ENCLOSURES:

Yes

MEETING DATE:

September 6, 2005

BACKGROUND:

A report will be presented to the Board concerning the recently released Adequate Yearly Progress and Academic Performance Index results.

ADMINISTRATION'S RECOMMENDATION:

No action is required on this item.

6.5.2

INFORMATION

DISCUSSION

ACTION ITEMS

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

MISSION STATEMENT: The Western Placer Unified School District is committed to the pursuit of excellence in all of its endeavors.
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations etc. as partners in the education of the students.

AGENDA ITEM:

Western Placer Unified School District Retiree Health
Benefits Actuarial Study.

SUBJECT AREA:

Information/
Discussion

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

September 06, 2005

BACKGROUND:

Assembly Bill (AB) 3141 requires school districts and county offices of education to publicly disclose certain information that affects their financial status.

One of the provisions that AB 3141 addresses are retiree health and welfare benefits.
Specifically:

- A. If a school district, either as an individual district or as a member of a joint powers agency, provides health and welfare benefits for its retired employees beyond the age of 65, the superintendent will annually provide information to the governing board regarding the estimated accrued but unfunded cost of those benefits.
- B. The estimate is to be based on an actuarial report that incorporates annual fiscal information and is obtained by the superintendent at least every three (3) years.
- C. The cost information and a copy of the actuarial report are to be presented by the superintendent at a public meeting of the governing board. At that meeting, the governing board must disclose as a separate agenda item, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the health and

welfare benefits of existing retirees or the future cost of employees who are eligible for benefits in the current fiscal year, or both.

- D. The governing board must annually certify to the county superintendent the amount of money, if any, that it has decided to reserve in its budget for the cost of those benefits, and shall submit to the county superintendent any budget revisions that may be necessary to account for that budget reserve.

The number of retirees receiving health and welfare benefits beyond age 65 at the District's expense is currently eleven. The retirees are entitled to maintain their medical benefit as provided to other certificated contractual employees, with the retired employee paying fifty percent of the cost and the District paying fifty percent of the cost. Effective July 1, 1990, the entitlement for the District paid health and welfare benefits past the age of 65 were discontinued.

Based on the information provided by the District, the actuarial study indicates that the liability for benefits accrued under the retirement plan is \$330,323. All of the District's liability is for the eleven current retirees. Each of the retirees is over age 65. No other employees were included in this valuation.

SUPERINTENDENT'S RECOMMENDATION:

No action required.

7.1.1

Total Compensation Systems, Inc.

**Western Placer Unified School District
Actuarial Study of
Retiree Health Liabilities**

*Prepared by:
Total Compensation Systems, Inc.*

Date: August 13, 2002

Total Compensation Systems, Inc.

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Total Compensation Systems, Inc.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Actuarial Study of Retiree Health Liabilities

PART I: EXECUTIVE SUMMARY

A. Introduction

Western Placer Unified School District asked Total Compensation Systems, Inc. (TCS) to analyze liabilities associated with its current retiree health program as of June 1, 2002.

This actuarial study is intended to serve the following purposes:

- » To provide information to enable Western Placer USD to manage the costs and liabilities associated with its retiree health benefits.
- » To provide information to enable Western Placer USD to communicate the financial implications of retiree health benefits to internal financial staff, the Board, employee groups and other affected parties.
- » To provide information needed to comply with Governmental Accounting Standards Board Accounting Standard 12 (GASB 12) and with the forthcoming GASB accounting standard related to "other postemployment benefits" (OPEB's). (See Appendix E)
- » To provide information needed to comply with Section 42140 of the California Education Code. (See Appendix F)

This actuarial report includes several estimates for Western Placer USD's retiree health program. We calculated the following estimates separately for active employees and retirees. As requested, we also separated results by the following employee classifications: Certificated, Classified and Management and Confidential. We estimated the following:

- the total liability created.
- the ten year "pay-as-you-go" cost to provide these benefits.
- the "past service liability." (The past service liability is the amount that would currently be in funds earmarked for retiree benefits if the District had begun prefunding each employee's benefit cost when that employee was hired.)
- the amount necessary to amortize the initial "past service liability" over a period of 30 years.
- the annual contribution required to fund retiree benefits over the working lifetime of eligible employees (the "annual accrual cost").

We summarized the data used to perform this study in Appendix A. No effort was made to verify this

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information beyond brief tests for reasonableness and consistency.

All cost and liability figures contained in this study are estimates of future results. Future results can vary dramatically and the accuracy of estimates contained in this report depend on the actuarial assumptions used. Actual costs and liabilities could easily vary by 10 - 20% or more from estimates contained in this report. The best way to respond to this uncertainty of future results is to have an actuarial study performed regularly - no less frequently than every three years.

B. General Findings

We estimate the "pay-as-you-go" cost of providing retiree health benefits in the year beginning June 1, 2002 to be \$64,543 (see Section IV.A.). However, this cost would increase over the next ten years at an annual rate of 8.6%. If trend exceeds our assumed rate of 4%, the rate of increase will likely be higher.

There are several reasons why it is important for school districts to evaluate retiree health costs and liabilities. The Governmental Accounting Standards Board (GASB) will soon require accounting for the costs and liabilities associated with retiree health benefit costs on an accrual basis -- i.e. over the working lifetime of eligible employees. (The effective date of the GASB accounting standard will range from 2006 to 2008, depending on the annual revenue of the District.) Concerns about retiree health costs and liabilities prompted the California State Assembly to require disclosure of retiree health costs and liabilities by school districts providing district-paid health benefits to retirees age 65 and older. Auditors may require an actuarial study for an unqualified audit based on AICPA Statement of Position 92-06.

To comply with accounting and regulatory requirements will require that retiree health benefit costs be prefunded. "Prefunding" retiree health benefits refers to the practice of setting aside funds that are earmarked for retiree health benefits while employees are still actively employed - i.e. before the funds are actually expended to pay for retiree health benefits. By prefunding retiree benefits, there will be enough funds available at retirement (on average) that, with interest, will be sufficient to pay all promised retiree health benefits without the need for any post-retirement District contributions.

For current employees, the value of benefits "accrued" in the year beginning June 1, 2002 is \$60,213. This amount would not be expected to change over time for existing employees, but would be adjusted in subsequent actuarial valuations based on cost and demographic changes. Had Western Placer USD begun pre-funding retiree health benefits when each current employee and retiree was hired, a substantial fund would have accumulated. We estimate the amount that would have accumulated to be \$1,097,573. This amount is often called the "past service liability."

We calculated the annual cost to amortize the unfunded past service liability using a 6% interest discount rate. We used a 30 year amortization period. The current year cost to amortize the unfunded "past service liability" is \$79,738. This amortization payment would remain the same for 30 years, after which time amortization payments would end.

Combining the accrual and amortization costs in the first year produces total first year pre-funding costs of \$139,951. This amount would be in lieu of (rather than in addition to) the "pay-as-you-go" cost. The additional cost of prefunding is therefore \$75,408.

Funding retiree benefits over employees' working lifetime would add to total compensation an average of \$176 per year per employee from each employee's hire date until the employee reaches retirement. This amount would not be expected to change over time for existing employees, but would be adjusted in subsequent actuarial

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valuations based on cost and demographic changes.

We based all of the above estimates on employees as of June, 2002. Over time, liabilities and cash flow will vary based on the number and demographic characteristics of employees and retirees. It will be important to periodically revalue costs and liabilities. California Education Code Section 42140 currently requires an actuarial study to be performed no less frequently than every three years.

C. Description of Retiree Benefits

Following is a description of the current retiree benefit plan:

	<u>Certificated</u>	<u>Classified</u>	<u>Management and Confidential</u>
Benefit types provided	Medical, dental and vision	Medical, dental and vision	Medical, dental and vision
Duration of Benefits	10 years but not beyond age 65	5 years but not beyond age 65	5 years but not beyond age 65
Required Service	15 years	15 years	10 Years for Certificated Management, 15 years for others
Minimum Age	55	55	55
Dependent Coverage	Yes	Yes	Yes
District Contribution %	100%	100%	100%
District Cap	\$2775 per year	\$2775 per year	\$2775 per year*

*For classified management and confidential, the cap can be increased proportionately if benefits are paid over a period shorter than 5 years.

D. Recommendations

It is outside the scope of this report to make specific recommendations of actions Western Placer USD should take to manage the substantial liability created by the current retiree health program. Total Compensation Systems, Inc. can assist in identifying options once this report has been studied. The following recommendations are intended only to allow the District to get more information from this and future studies.

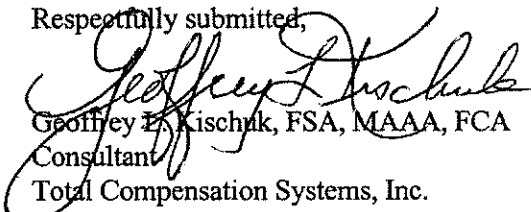
- Until GASB issues an accounting standard, we recommend that Western Placer USD conduct a study whenever events or contemplated actions significantly affect present or future liabilities, but no less frequently than every three years. (See Part VI for a list of events that can affect retiree health liabilities.)
- We recommend that the District communicate the magnitude of these costs to employees and include employees in discussions of options to control the costs.
- Because of the significant liabilities created by the current retiree health program, the District should maintain a program of earmarking funds to pay future benefits. It should be noted that the upcoming GASB accounting standard will require plan assets to be irrevocably and exclusively committed to retiree health benefits. (See Part V for a review of funding alternatives.)
- Several assumptions were made in estimating costs and liabilities under Western Placer

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USD's retiree health program. Further studies may be desired to validate any assumptions where there is any doubt that the assumption is appropriate. (See Appendices B and C for a list of assumptions and concerns.)

- Segregating plan assets will allow taking advantage of California Government Code Sections 53620 through 53622 to achieve greater investment income on plan assets. This study assumes an investment return net of all investment and plan expenses of 6%. We recommend Western Placer USD take actions to achieve a long term rate of return that reflects the long term nature of the liabilities.

Respectfully submitted,


Geoffrey E. Kischuk, FSA, MAAA, FCA
Consultant

Total Compensation Systems, Inc.
(805) 496-1700

Total Compensation Systems, Inc.

PART II: BACKGROUND

A. Summary

Accounting principles have long held that the cost of retiree benefits should be "accrued" over employees' working lifetime. While this accounting principle makes sense from the standpoint of accounting theory, it also makes sense for other reasons.

A substantial amount of school district revenue is from sources that are outside the school district's direct control. Private employers can raise prices of products and services when costs increase. School districts do not have that option. Furthermore, private employers can eliminate products or services to reduce expenses. School districts are limited in their ability to reduce services.

As a result of the above factors, consistent, predictable retiree health costs are crucial. Funding retiree health benefits as premium costs become due (i.e. "pay-as-you-go" funding) can result in rapidly escalating retiree health costs. In extreme cases, increasing retiree health costs and/or decreasing school district revenue can threaten a school district's solvency.

Retiree benefit costs can have less dramatic effects that are also serious. To respond to rapidly escalating retiree benefit costs, some employers have cut back retiree health benefits. Other employers have left retiree benefits intact but increasing retiree benefit costs have left less money for vital services.

Sound fiscal management of retiree health benefits is more than a matter of compliance with accounting principles and future accounting standards. Even in the absence of accounting pronouncements, sound fiscal management of retiree health benefits is necessary to provide benefit security for current and future retirees, as well as providing more consistent funding for important services.

The importance of systematically "pre-funding" retiree benefits is well established with respect to pension benefits. It is well-accepted by both employers and employees that contributions should be made to pension funds while employees are working so that pension benefits are fully funded when employees retire. Pre-funding retirement benefits means that, at retirement, enough money has been accumulated for employees so that, with interest, the funds are sufficient to pay all retiree benefits without the need for additional employer contributions. (Such funding calculations are usually made for employees in aggregate, rather than on an individual-by-individual basis.)

It's only within the past twenty-five years that attention has been focused on accounting and funding of retiree health benefits. Various factors including rapid medical inflation over the 1970's and 1980's caused retiree health benefits to change from a relatively minor fringe benefit to an expensive and valuable benefit. Retiree health benefit costs increased to the point that sound accounting treatment was required to protect employer finances and to protect benefit security for current and future retirees.

The Governmental Accounting Standards Board (GASB) and the California Education Code currently require public employers to disclose the existence and/or cost of retiree health benefits. These disclosure requirements have been promulgated with the intent of informing stakeholders about the existence and funding status of retiree health benefits. The absence of explicit funding standards should not be construed as implying that retiree health benefits do not need to be funded. In fact, GASB is nearing completion of an accounting standard that will require costs and liabilities to be accrued. The Exposure Draft of the standard is expected in January, 2003 to be effective from 2006 to 2008 depending on the school district's revenue. In the meantime, these disclosure

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requirements are intended to allow governing boards to prudently manage retiree health costs and liabilities based on generally accepted actuarial and accounting principles.

Prudent fiscal management of retiree health costs and liabilities requires establishment of a long-term plan. For most public employers, the magnitude of the accrued liability makes it difficult to immediately begin to fully pre-fund retiree health benefits on an actuarial basis. Fortunately, the current absence of stringent accounting or regulatory funding requirements allows public employers flexibility to transition into full actuarial pre-funding over the next few years. Transitioning into full actuarial pre-funding provides public employers with the time to establish fiscal management plans that

- protect retiree benefit security to the greatest possible extent;
- involve employee groups in discussions of benefit design and funding options; and
- minimize disruptions to core services that could result from rapidly increasing retiree benefit costs.

Waiting to address retiree health benefit funding until GASB issues an accounting standard will dramatically reduce employers' fiscal options. By then, unfunded accrued liabilities will be bigger, thereby increasing the payments needed to amortize the unfunded liability. Higher future amortization payments would squeeze financial resources for vital services. Waiting to pre-fund until required by GASB will result in less time to evaluate options and take action to protect benefits for future retirees and/or reduce benefit costs. To the extent retiree benefits are subject to collective bargaining, the timing and extent of benefit and funding changes may be constrained.

B. History

During the long economic expansion following World War II, competition for employees resulted in expansion of employer-provided benefits. Among the benefits provided were retiree health benefits. With the advent of Medicare in the mid-1960's, *private* employers could provide retiree health benefits at a relatively modest cost to post-65 retirees. The post-World War II baby boom assured a steady stream of young employees to fill jobs. The ratio of retirees to active employees for a typical employer was low enough that the cost of retiree benefits was not burdensome when viewed on a per-employee basis.

Many public employers provided retiree health benefits comparable to those provided by private employers - even though many public employees were not eligible for Medicare. Despite the higher retiree health benefit costs for retirees ineligible for Medicare, retiree health benefits still represented a manageable cost for public employers when these benefits were first granted.

Over time, it became more and more difficult for retirees to meet their financial needs in retirement solely with Social Security and Medicare. Employer-provided pension and retiree health plans which originally supplemented Social Security and Medicare became necessary for retirees' financial survival. The combination of increasing life expectancies, a trend toward earlier retirement and an aging population made it virtually impossible for Social Security and Medicare to maintain their level of financial security for retirees despite frequent increases in payroll taxes.

As employer provided post-retirement benefits became crucial for retirees' economic survival, the loss or reduction of those benefits became more and more of a problem. Loss or reduction of employer provided retiree benefits could occur for many reasons, including

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- Employer bankruptcy where retirement benefits were not pre-funded;
- Sale of a company;
- Post-retirement benefit plan changes;
- Employment termination prior to retirement;
- Actions of employers to assure financial viability.

Loss of retiree benefits created both increasing political pressure and an increasing number of lawsuits intended to protect retiree benefits. In 1974, the passage of the Employee Retirement Income Security Act (ERISA) had far-reaching effects on the funding and security of pension benefits provided by private employers. Public employer plans were, for the most part, already being soundly funded and administered. There was not a need to apply ERISA's sweeping reforms to public pension plans (although comparable laws were passed related to some public pension issues).

A fundamental principle behind efforts to protect retiree benefits is the concept that retiree benefits are earned and should be funded during the working lifetime of employees. A retiree should reasonably expect that s/he is entitled to promised benefits as compensation for work performed on the employer's behalf and that the promised retiree benefits will be provided regardless of the employer's financial condition (or even the employer's very existence) subsequent to retirement.

The above "fairness" principle is entirely consistent with accrual basis accounting. Accrual basis accounting attempts to allocate financial effects to the period when the event occurs, which event makes a financial transaction likely (even if the actual financial transaction will take place many years in the future). Accrual basis accounting therefore requires employers to allocate the cost of retiree benefits to employees' working lifetime.

Two organizations, the Financial Accounting Standards Board (FASB) and the Governmental Accounting Standards Board (GASB) issue accounting standards that provide guidance to employers on how to apply "generally accepted accounting principles" (GAAP) in practice. FASB accounting standards apply to private employers. FASB accounting standards *also* apply to public employers unless GASB has either issued its own standard or exempted public employers from the FASB standard.

Not surprisingly, both FASB and GASB issued accounting standards for pension plans requiring recognition of pension costs and liabilities during employees' working lifetime. These standards have been implemented by virtually all public and private employers. The GASB pension standards were issued in November 1994 and effective for fiscal years beginning on or after June 15, 1997 (but early adoption was encouraged).

The fact that both FASB (and, as a result, GASB) chose to focus first on accounting for pension benefits does not mean that pension benefits were considered to be fundamentally different from retiree health benefits. Focusing first on pension benefits was the predictable result of several facts: that ERISA created a critical need for pension accounting guidance; that pension plans were more prevalent than retiree health plans; that the cost of pension plans was much higher than retiree health costs; and that pension benefits are usually of more value to employees and retirees.

In 1979 FASB added retiree health benefits to its project to study pension accounting. FASB's project to study retiree health benefit accounting led to a series of published discussions, drafts and accounting standards culminating in issuance of Statement of Financial Accounting Standards No. 106 (FAS 106) in December of 1990.

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FAS 106 requires recognition of retiree health benefit costs and liabilities over employees' working lifetime and provides specific direction on how those costs are to be determined. Although GASB has exempted public employers from FAS 106, GASB is close to publishing its own accounting standard related to retiree health benefits.

Although GAAP requires recognizing retiree health costs and liabilities over employees' working lifetime, as a practical matter employers do not have to do so unless required by accounting standards, audit standards, statutory or regulatory provisions. Issuance of FAS 106 triggered such accounting treatment for private employers. For public employers, there is considerable pressure to recognize retiree health costs over employees' working lifetime. However, public employers who are insistent can still avoid recognizing retiree health costs and liabilities over employees' working lifetime.

Following is a history of developments in retiree health accounting and funding related to California school districts.

1979: FASB adds retiree health benefits to its project on pension accounting.

1981: First FASB Discussion Memorandum issued including retiree health benefits.

November, 1984: FASB issues Statement No. 81, "Disclosure of Postretirement Health Care and Life Insurance Benefits." *Since no GASB Statement exists, FASB Statement 81 applies equally to public employers.*

September, 1987: SB 939 permits school districts to establish restricted funds for the purpose of pre-funding retiree health benefits.

1988: GASB places retiree health benefits on its project list.

May, 1990: Since FASB Statement 81 is to be superseded by FAS 106, GASB adopts Statement No. 12, "Disclosure of Information on Postemployment Benefits Other than Pension Benefits by State and Local Governmental Employers."

December, 1990: FASB issues Statement of Financial Accounting Standards No. 106 (FAS 106), "Employers Accounting for Postretirement Benefits Other Than Pensions." Though GASB 12 exempts public employers from FAS 106, FAS 106 will have considerable influence over future GASB retiree health accounting standards.

August, 1992: The American Institute of Certified Public Accountants (AICPA) issues Statement of Position (SOP) 92-6. SOP 92-6 requires an actuarial valuation of retiree health plans to obtain an unqualified audit report.

November, 1994: GASB issues Statement No. 26, "Financial Reporting for Postemployment Healthcare Plans Administered by Defined Benefit Pension Plans." Also, GASB Statement No. 27, "Accounting for Pensions by State and Local Government Employer's" allows application of pension accounting standards to retiree health benefits.

January, 1995: AB 3141 creates Education Code Section 42140 to require districts providing health and welfare benefits beyond age 65 to obtain an actuarial study every three years and to disclose accrual and funding status to the governing board, the public (via public meeting) and the county superintendent.

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January, 1995: California Department of Education issues memorandum notifying districts of AB 3141 requirements.

September, 1995: GASB decides to develop retiree health accounting standard using the approach in Statements 25 and 27 (for pensions) and using FAS 106 for comparison purposes.

February, 1996: GASB makes several tentative decisions to be incorporated into future retiree health accounting standard.

January, 1997: GASB puts retiree health project on hold to focus on financial model project.

January, 2001: GASB resumes intensive work on retiree health project, beginning to make a series of key decisions.

March, 2002: GASB plans to release Exposure Draft in January, 2003

The accumulated effect of the above is not only to permit California school districts to recognize costs and liabilities associated with retiree health benefits, but to strongly encourage them to do so. Until GASB issues its accounting standard, public employers will have considerable flexibility in deciding how to recognize retiree health benefit costs and liabilities. Since pre-funding retiree health costs contributes to the security of retiree benefits, and to fiscal stability, it is in the best interests of public employer governing boards, administrators, employee groups and the public to establish a plan for pre-funding retiree health benefits.

C. Actuarial Pre-funding

To actuarially pre-fund retiree health benefits requires determining the amount to be set aside each year so that funds available at retirement are, on average, sufficient (with interest) to pay all retiree health expenditures without the need for additional employer contributions. There are many different ways to determine the annual pre-funding cost. The calculation method used is called an "actuarial cost method."

Conceptually, there are two components of actuarial cost - an "accrual cost" and amortization of something called a "past service liability." Both accounting standards and actuarial standards usually address these two components separately (though alternative terminology is sometimes used).

The accrual cost (also called the "normal cost") can be thought of as the cost of the benefit earned each year if benefits are accrued during the working lifetime of employees. This report will not discuss differences between actuarial cost methods or their application. Instead, following is a description of a commonly used, generally accepted actuarial cost method that will be permitted under the upcoming GASB accounting standard. This actuarial cost method is called the "entry age normal" method.

Under the entry age normal cost method, an average age at hire and average retirement age are determined for eligible employees. Then, the actuary determines what amount needs to be set aside each year from hire until retirement to fully prefund the expected cost of retiree health benefits. This amount is the accrual cost (or normal cost). The accrual cost is typically expressed either as a level dollar amount or as a level percentage of salary.

The accrual cost is determined using several key assumptions:

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- The current **cost of retiree health benefits** (often varying by age, Medicare status and/or dependent coverage). The higher the current cost of retiree benefits, the higher the accrual cost.
- The **"trend" rate** at which retiree health benefits are expected to increase over time. A higher trend rate increases the accrual cost. A "cap" on District contributions can reduce trend to zero once the cap is reached thereby dramatically reducing accrual costs.
- **Mortality rates** that vary by age and sex. (Unisex mortality rates are not usually used because an individual's retiree benefits do not depend on the mortality table used.) If employees die prior to retirement, contributions attributable to deceased employees are available to fund benefits for employees who live to retirement. After retirement, death results in benefit termination. Although higher mortality rates reduce accrual costs, the mortality assumption is not likely to vary from employer to employer.
- **Employment termination rates** have the same effect as mortality inasmuch as higher termination rates reduce accrual costs. Employment termination rates do not vary much between school districts.
- **Vesting rates** reflect years of service required to earn full or partial retiree benefits. While longer vesting periods reduce costs, cost reductions are not meaningful unless full vesting requires more than 20 years of service. For most school districts, this is not a viable option.
- **Retirement rates** determine what proportion of employees retire at each age (assuming employees reach the requisite length of service). Retirement rates often vary by employee classification and implicitly reflect the minimum retirement age required for eligibility. Higher retirement rates increase accrual costs but, except for differences in minimum retirement age, retirement rates tend to be consistent between school districts for each employee type.
- **Participation rates** indicate what proportion of retirees are expected to elect retiree health benefits if a significant retiree contribution is required. Higher participation rates increase costs.
- The **interest discount rate** estimates investment earnings for assets earmarked to cover retiree health benefit liabilities. The interest discount rate is dependent on the nature of underlying assets. For example, earmarked funds earning money market rates in the county treasury are likely to earn far less than a diversified portfolio including stocks, bonds, etc. A higher interest discount rate can dramatically lower accrual costs. The GASB accounting standard will require the interest assumption to reflect likely *long term* investment return.

The assumptions listed above are not exhaustive, but are the most common assumptions used in actuarial cost calculations. The actuary selects the assumptions which - taken together - will yield reasonable results. It's not necessary (or even possible) to predict individual assumptions with complete accuracy.

If all actuarial assumptions were exactly met and an employer had put aside the accrual cost every year for all past and current employees and retirees, the funds would have accumulated to a sizeable amount (after adding interest and subtracting retiree benefit costs from the accumulated funds). The fund that would have accumulated can be thought of as the "past service liability." The excess of the past service liability over funds earmarked for retiree health benefits is called the *unfunded* past service liability.

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The past service liability (PSL) can arise in two ways. First, at the inception of actuarial funding, there is usually a substantial unfunded past service liability. Under accounting standards, this amount is often referred to as the "transition obligation." Under the upcoming GASB accounting standard, this transition obligation can be recognized over a period of up to 30 years. A past service liability can also emerge as the result of operation of a retiree health plan - e.g., as a result of plan changes or changes in actuarial assumptions. The PSL arising from plan operation is usually amortized over ten years. Under the upcoming GASB accounting standard, either a level dollar or level percentage of payroll amortization method can be used.

Past service liability amortization payments can be higher than the accrual cost. The magnitude of the PSL depends not only on all the assumptions discussed earlier, but also on the average age of employees. The higher employees' average age, the greater the past service liability.

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PART III: LIABILITIES AND COSTS FOR RETIREE BENEFITS

A. Introduction.

We calculated the liability for retiree benefits separately for each employee. We determined eligibility for retiree benefits based on information supplied by Western Placer USD. We then selected assumptions for the factors discussed in the above Section that, based on our training and experience, represent our best guess of future plan experience. For each employee, we applied the appropriate factors based on the employee's age, sex and length of service.

We summarized actuarial assumptions used for this study in Appendix C.

B. Medicare

The extent of Medicare coverage can be a key assumption that affects projections of retiree health costs. The method of coordinating Medicare benefits with the retiree health plan's benefits can have a substantial impact on retiree health costs. We will be happy to provide more information about Medicare integration methods if requested.

C. Liability for Retiree Benefits.

For each employee, we projected future premium costs using an assumed trend rate (see Appendix C). A constant trend rate was used for all years. This rate may understate trend in some years but might overstate it in others. As long as trend averages the assumed rate over a long period, it is not critical the rate be correct in any one year. To the extent Western Placer USD uses contribution caps, the influence of the trend factor is further reduced.

We multiplied each year's projected cost by the probability that premium will be paid; i.e. based on the probability that the employee is living, has not terminated employment and has retired. The probability that premium will be paid is zero if the employee is not eligible. The employee is not eligible if s/he has not met minimum service, minimum age or, if applicable, maximum age requirements.

The product of each year's premium cost and the probability that premium will be paid equals the expected cost for that year. We discounted the expected cost for each year to the valuation date June 1, 2002 at 6% interest.

Finally, we multiplied the above discounted expected cost figures by the probability that the retiree would elect coverage. A retiree may not elect to be covered if retiree health coverage is available less expensively from another source (e.g. Medicare risk contract) or the retiree is covered under a spouse's plan. We then added all these discounted expected cost figures for each employee to get the total "gross" retiree liability estimate.

For current retirees, the approach used was similar. The major difference is that the probability of payment for current retirees depends only on mortality and age restrictions (i.e. for retired employees the probability of being retired and of not being terminated are always both 1.0000).

We added the gross liability estimates for all employees to get the *total* gross liability. The total gross liability (sometimes called the accumulated postemployment benefit obligation, or APBO) is the estimated present value of all future retiree health benefits for all **current** employees and retirees. The total gross liability is the amount of money to put aside on June 1, 2002 so that, if all actuarial assumptions are exactly right, it would be

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sufficient to pay all promised benefits until the last current employee or retiree dies.

Total Gross Liability as of

June 1, 2002	Total	Certificated	Classified	Management and Confidential
Active: Pre-65	\$1,102,692	\$729,569	\$265,123	\$108,000
Post-65	\$0	\$0	\$0	\$0
Subtotal	\$1,102,692	\$729,569	\$265,123	\$108,000
Retiree: Pre-65	\$102,689	\$44,785	\$52,520	\$5,384
Post-65	\$330,323	\$330,323	\$0	\$0
Subtotal	\$433,012	\$375,108	\$52,520	\$5,384
Grand Total	\$1,535,705	\$1,104,678	\$317,643	\$113,384
Subtotal Pre-65	\$1,205,382	\$774,355	\$317,643	\$113,384
Subtotal Post-65	\$330,323	\$330,323	\$0	\$0

The gross liability should be funded over the working lifetime of employees. At any time much of it has not been "earned" by employees. The gross liability is used to develop expense and liability figures. To do so, the gross liability is divided into two parts: the portions attributable to service rendered prior to the valuation date (the past service liability) and to service after the valuation date but prior to retirement (the future service liability).

The past service and future service liabilities are usually each funded in a different way. We will start with the future service liability which is funded by payments called the normal cost (or accrual cost).

D. Cost to Prefund Retiree Benefits

1. Normal Cost

The average hire age for eligible employees is 36. To accrue the liability by retirement, the District would accrue the retiree liability over a period of about 24 years (assuming an average retirement age of 60). We applied an "entry age normal" actuarial cost method to determine funding rates for active employees. The table below summarizes the calculated accrual cost.

Accrual Cost Year Beginning

June 1, 2002	Total	Certificated	Classified	Management and Confidential
# of Employees	343	186	120	37
Per Capita Accrual Cost				
Pre-65 Benefit	N/A	\$177	\$171	\$183
Post-65 Benefit	N/A	\$0	\$0	\$0
First Year Accrual Cost				
Pre-65 Benefit	\$60,213	\$32,922	\$20,520	\$6,771
Post-65 Benefit	\$0	\$0	\$0	\$0
Total	\$60,213	\$32,922	\$20,520	\$6,771

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Funding retiree health benefits using accrual costs would level out the cost of retiree health benefits over time and more fairly reflect the value of benefits "earned" each year by employees.

2. Amortization of Past Service Liability

If actuarial assumptions are borne out by experience, the District could fully fund retiree benefits by contributing an amount each year that equals the accrual cost. If no funding had taken place in the past, there would be a shortfall of many years' contributions, accumulated interest and forfeitures for terminated employees. This shortfall is called the past service liability. We calculated the past service liability as the total gross liability minus the present value of future accrual costs.

The District can amortize the past service liability over many years. The table below also shows the annual amount necessary to amortize the past service liability over a period of 30 years at 6% interest. (Thirty years is the longest amortization period allowable under the upcoming GASB accounting standard.) The upcoming GASB standard will allow amortizing the PSL using either payments that stay the same as a dollar amount, or payments that are a flat percentage of covered payroll over time. The figures below reflect the flat dollar amount method.

Past Service Liability

as of June 1, 2002

	<u>Total</u>	<u>Certificated</u>	<u>Classified</u>	<u>Management and Confidential</u>
Active: Pre-65	\$664,561	\$476,302	\$125,953	\$62,306
Post-65	\$0	\$0	\$0	\$0
Subtotal	\$664,561	\$476,302	\$125,953	\$62,306
Retiree: Pre-65	\$102,689	\$44,785	\$52,520	\$5,384
Post-65	\$330,323	\$330,323	\$0	\$0
Subtotal	\$433,012	\$375,108	\$52,520	\$5,384
Subtot Pre-65	\$767,250	\$521,087	\$178,473	\$67,690
Subtot Post-65	\$330,323	\$330,323	\$0	\$0
Grand Total	\$1,097,573	\$851,410	\$178,473	\$67,690
Funded at June 1, 2002	\$0	\$0	\$0	\$0
Unfunded PSL	\$1,097,573	\$851,410	\$178,473	\$67,690
1st Year PSL Amortization Amount	\$79,738	\$61,854	\$12,966	\$4,918

3. Other Components of Cost

Once the upcoming GASB accounting standard is implemented, future year calculations may include more components of cost than the normal cost plus amortization of past service liability. The other possible components are:

- The difference between interest earned on funds earmarked for retiree benefits and

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assumed interest.

- Amortization of changes in liability due to actual experience that differs from assumptions.
- Amortization of changes in liability that arise because of changes in the retiree health plan that weren't anticipated in the prior retiree health valuation.

4. Total First Year Prefunding Cost

If the District funds the retiree health plan based on estimated accrual rates, and amortizes the past service liability over a period of thirty years, first year costs will include both accrual and amortization costs. The sum of accrual and amortization costs are shown below.

Total Prefunding Cost Year

Beginning

June 1, 2002

	<u>Total</u>	<u>Certificated</u>	<u>Classified</u>	<u>Management and Confidential</u>
Accrual Cost	\$60,213	\$32,922	\$20,520	\$6,771
PSL Amortization	\$79,738	\$61,854	\$12,966	\$4,918
Total Prefunding Cost	\$139,951	\$94,776	\$33,486	\$11,689
Pay-As-You-Go Cost	\$64,543	\$46,204	\$15,564	\$2,775
Added Cost to Prefund	\$75,408	\$48,572	\$17,922	\$8,914

Beyond the first year, the amortization of past service liability stays the same in dollar terms for 30 years. The accrual cost would be adjusted periodically to reflect demographic changes. After 30 years contributions to amortize the past service liability for active employees would end and, as a result, the prefunding cost would drop significantly.

If Western Placer USD does not prefund these liabilities, future years' costs to prefund would be even higher. This is because the past service liability would grow by required interest plus each year's accrual (offset by retiree benefits paid).

Should Western Placer USD decide to prefund retiree health benefits as shown above, the cost of current retiree benefits would be deducted from earmarked funds. This means the true cost is the difference between the prefunding costs and "pay-as-you-go" costs. The above table shows the additional cost necessary to prefund retiree health benefits.

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PART IV: "PAY AS YOU GO" FUNDING OF RETIREE BENEFITS

We used the actuarial assumptions shown in Appendix C to project ten year cash flow under the retiree health program. Because these cash flow estimates reflect average assumptions applied to a relatively small number of employees, estimates for individual years are certain to be *in*accurate. However, these estimates show the size of needed cash flow and also the rate of increase in annual costs. Because we have used trend rates that are constant over time, it is likely that medical costs will be understated in some years and overstated in others.

Should trend exceed assumed rates, projected cash flow would be higher by a comparable amount (unless limited by a District contribution cap). We have estimated that over the next ten years, pay-as-you-go retiree health costs will increase at an average rate of about 8.6% per year.

The following table shows a projection of annual amounts needed to pay the District share of retiree health premiums.

Year Beginning June 1	<u>Total</u>	<u>Certificated</u>	<u>Classified</u>	<u>Management and Confidential</u>
2002	\$64,543	\$46,204	\$15,564	\$2,775
2003	\$75,632	\$52,957	\$18,862	\$3,813
2004	\$88,856	\$64,669	\$21,713	\$2,474
2005	\$98,951	\$75,009	\$17,570	\$6,372
2006	\$107,716	\$82,009	\$16,768	\$8,939
2007	\$120,690	\$93,551	\$15,115	\$12,024
2008	\$119,083	\$94,948	\$11,861	\$12,274
2009	\$131,774	\$104,269	\$14,496	\$13,009
2010	\$137,625	\$104,004	\$17,060	\$16,561
2011	\$135,554	\$97,541	\$20,839	\$17,174

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PART V: FUNDING ALTERNATIVES

Until GASB issues an accounting standard which specifies how retiree health benefit costs and liabilities are to be accrued on financial statements, public employers have considerable latitude in deciding how to fund retiree benefits. Following is a summary of several broad options.

"Pay-As-You-Go" Funding: Under pay-as-you-go funding, retiree benefit costs are paid from general funds as they arise. (Retiree benefit costs are premiums under insured and HMO plans, or claims under self-funded plans.)

- | | |
|------------------------------|--|
| <u>Advantages:</u> | 1) Lowest current cost. |
| | 2) Simplest method. |
| <u>Disadvantages:</u> | 1) Doesn't provide benefit security for current and future retirees. |
| | 2) Doesn't provide fiscal stability. |
| | 3) Doesn't comply with current accounting principles or future accounting standards. |
| | 4) Will require higher cost when future GASB accounting standard becomes effective. |
| | 5) Does not allow any retiree health costs to be charged to categorical programs. |

"Ad Hoc" Funding: Under Ad Hoc funding, retiree benefit costs continue to be paid from general funds, but the District adds money to an earmarked retiree benefit fund when funds are available. Interest on the earmarked funds may or may not be left in the fund.

- | | |
|------------------------------|---|
| <u>Advantages:</u> | 1) Simple. |
| | 2) Does not add additional cost item to budget. |
| | 3) Makes progress toward full, actuarial pre-funding. Progress depends on amount and frequency of ad hoc deposits as well as whether interest is accrued. |
| <u>Disadvantages:</u> | 1) Uncertain amount and frequency of future ad hoc deposits limits benefit security. |
| | 2) Doesn't comply with current accounting principles or future accounting standards. |
| | 3) Will require addition of a budget item when future GASB accounting standard becomes effective. |

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- 4) Does not allow any retiree health costs to be charged to categorical programs.

Systematic Actuarial Funding: Under systematic actuarial funding, contributions are made that, over a specified period of time will fully pre-fund retiree health benefits. Interest on earmarked funds is left in the fund.

Advantages:

- 1) Maximizes benefit security for current and future retirees.
- 2) Provides predictable, budgetable retiree health costs.
- 3) Complies with accounting guidelines.
- 4) Judicious selection of an actuarial cost method can minimize the fiscal disruption of adapting to the future GASB accounting standard.
- 5) Allows retiree health pre-funding costs to be charged to categorical programs.

Disadvantages:

- 1) Highest cost funding approach. The magnitude of the cost depends on the length of time for amortizing any unfunded past service liability.
- 2) Reduced fiscal flexibility.

Combination Funding Approaches: Under combination approaches, two or even all three of the above approaches can be used. Following are examples of combination approaches we have seen public employers use.

Example 1: Fund current and future retiree benefit costs on a pay-as-you-go basis, fund the accrual cost on a systematic actuarial basis, and fund the PSL on an ad hoc basis.

Example 2: Fund early retiree benefits on a pay-as-you-go basis, and fund retiree benefits for retirees 65 and older on a systematic actuarial basis.

Example 3: Fund benefits for current retirees and for employees who retire over the next five years on a pay-as-you-go basis, and fund benefits for employees retiring in more than five years on a systematic actuarial basis.

There are an infinite number of combination funding approaches, so a combination approach can be tailored to an individual employer's unique situation.

For public employers that make benefits available to future retirees, we recommend that those employers set up a regular schedule of contributions on an actuarial basis (but not necessarily full pre-funding contributions). By setting up a regular schedule of contributions an employer can reap the following benefits.

- The employer will recognize the real cost of benefits that are "earned" by current

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employees.

- The employer will get information that allows it to make sound benefit decisions based on a more accurate picture of the cost of benefits "earned" by employees each year.
- The employer will prepare itself for the imminent GASB accounting standard.
- Pre-funding provides additional security to retirees for promised benefits.

Some school districts do not routinely provide retiree health benefits but occasionally offer District paid coverage as part of an early retirement incentive program. We recommend that public employers considering early retirement incentive programs that include employer paid health coverage consider the additional liabilities created as a cost of the program **before finalizing program details.**

PART VI: RECOMMENDATIONS FOR FUTURE VALUATIONS

To effectively manage benefit costs, an employer must periodically examine the existing liability for retiree benefits as well as future annual expected premium costs. However, without accounting standards in place, a public employer has considerable latitude in deciding how to measure liabilities and costs, how to account for them, whether funds should be earmarked for future premiums and how often to calculate liabilities.

Until applicable accounting standards apply, school districts should conduct retiree benefit valuations in the following situations.

- For existing retiree health plans, a public employer should perform a valuation no less frequently than every three years to update liability and cost estimates for planning and budgeting.
- An employer should perform a valuation whenever the employer considers or puts in place an early retirement incentive program.
- An employer should perform a valuation whenever the employer adopts a retiree benefit plan for some or all employees.
- An employer should perform a valuation whenever the employer considers or implements changes to retiree benefit provisions or eligibility requirements.
- An employer should perform a valuation whenever retiree benefit plan provisions or plan costs are the subject of collective bargaining.
- An employer should perform a valuation whenever the employer introduces or changes retiree contributions.

We recommend Western Placer USD take the following actions to ease future valuations.

- The District should arrange for analyses to assess whether all actuarial assumptions are reasonable.

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PART VII: BENEFIT DESIGN ISSUES

As stated in the Executive Summary, it is outside the scope of this report to recommend what retiree health program changes (if any) may be appropriate. However, to help the District identify potential actions to manage its retiree health program, we are providing the following list of possible actions with the probable impact of each. Some items on the list may not be applicable to Western Placer USD.

ACTION

IMPACT

Reduce plan benefits.

Reduces liabilities. Liabilities would be reduced even more if this is applied retroactively to current employees and/or current retirees.

Increase eligible retirement age or length of service.

Reduces liability by reducing the number of eligible retirees and the length of time benefits are payable.

PART VIII: APPENDICES

APPENDIX A: MATERIALS USED FOR THIS STUDY

We used the following materials to complete this study.

- We used paper reports and digital files containing employee demographic data from the District personnel records.

**APPENDIX B: EFFECT OF ASSUMPTIONS USED TO CALCULATE
LIABILITIES AND CASH FLOW**

While we believe the estimates in this study are reasonable overall, it was necessary for us to use assumptions which inevitably introduce errors. We believe that the errors caused by our assumptions will not materially affect study results. If the District wants more refined estimates for decision-making, we recommend additional investigation. Following is a brief summary of the impact of some of the more critical assumptions.

1. Where actuarial assumptions differ from expected experience, our estimates could be overstated or understated. One of the most critical assumptions is the medical trend rate. The District may want to commission further study to assess the sensitivity of liability estimates to our medical trend assumptions. For example, it may be helpful to know how liabilities would be affected by using a trend factor 1% higher than what was used in this study.
2. We did not project mortality rates to decrease over time although they have been and are likely to continue declining. Not projecting mortality rates understates liabilities. The impact on the liability estimates is not likely to be significant.
3. We used an "entry age normal" actuarial cost method to estimate the past service liability and normal cost. GASB will allow this as one of several permissible methods under its upcoming accounting standard. Using a different cost method could result in a somewhat different recognition pattern of costs and liabilities.
4. We assumed that retiree health costs would be accrued by the average retirement age. This is not consistent with the FASB accounting standard. If retiree health costs were instead funded by the earliest retirement age, normal costs and past service liability would most likely be higher. We believe GASB will allow accrual by the average retirement age.
5. We assumed an average cost for retiree medical benefits. In fact, the cost will vary depending on the plan selected by the retiree. We assumed that retirees will make plan selections for retiree benefits based on the proportion of current retirees enrolled for each plan. This assumption should not cause a significant error unless actions are taken that cause a shift in enrollment.

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APPENDIX C: ACTUARIAL ASSUMPTIONS

Following is a summary of the actuarial assumptions used in this study. The District should carefully review these assumptions to make sure they accurately reflect the District's assessment of its underlying experience.

MORTALITY: We used the 1983 Group Annuity Mortality Table (sex distinct).

INFLATION: We assumed 3% per year.

INTEREST: We assumed 6% per year.

TURNOVER: We used a unisex table developed by TCS based on school district data. Rates are based on length of service as follows:

<u>Length of Service</u>	<u>Turnover Rate</u>
0 – 1	10.2%
2 – 6	5.1%
7 – 12	3.7%
13 – 14	1.7%
15 – 19	0.9%
20+	0.0%

VESTING RATES:

	<u>Certificated</u>	<u>Classified</u>	<u>Management and Confidential</u>
Vesting Percentage	100%	100%	100%
Vesting Period	15 years	15 years	10 years for Certificated Management, 10 years for others

COSTS FOR RETIREE COVERAGE:

First Year costs are as shown below. Subsequent years' costs are based on first year costs adjusted for trend and limited by any District contribution caps.

	<u>Certificated</u>	<u>Classified</u>	<u>Management and Confidential</u>
Current Retirees: based on actual costs			

Current Plan:

Future Retirees Pre-65	\$2,775	\$2,775	\$2,775
Future Retirees Post-65	\$0	\$0	\$0

PARTICIPATION RATES: 100%

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RETIREMENT RATES: These rates are applied to the number of employees still working at the age shown.

<u>Age</u>	<u>STRS Rate</u>	<u>PERS Rate</u>
50	0%	2%
51	0%	2%
52	0%	3%
53	0%	3%
54	0%	5%
55	8%	5%
56	10%	7%
57	15%	7%
58	20%	7%
59	25%	10%
60	30%	10%
61	30%	20%
62	35%	40%
63	35%	40%
64	35%	40%
65	50%	60%
66	35%	30%
67	35%	30%
68	98%	90%
69	98%	90%
70	98%	90%
71	98%	90%

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APPENDIX D: DISTRIBUTION OF ELIGIBLE EMPLOYEES BY AGE

<u>Age</u>	<u>Total</u>	<u>Certificated</u>	<u>Classified</u>	<u>Management and Confidential</u>
Under 25	4	3	1	0
25-29	33	27	4	2
30-34	28	21	6	1
35-39	30	13	13	4
40-44	56	26	24	6
45-49	61	26	28	7
50-54	71	44	18	9
55-59	43	24	12	7
60-64	11	1	10	0
65 and older	6	1	4	1
Total	343	186	120	37

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APPENDIX E: GASB 12 COMPLIANCE INFORMATION

GASB 12 specifies disclosure requirements for employers that provide postemployment benefits other than pension (OPEB).

If Western Placer USD chooses to prefund retiree health benefits using figures in this report, the following information will assist in compiling the disclosure required by GASB 12.

Actuarial cost method:	Entry age normal
Interest rate assumption:	6%
Projected salary increase assumption:	3%
Health inflation assumption:	4%
Actuarially required contributions Year Beginning June 1, 2002	
Normal cost:	\$60,213
Unfunded Past service liability amortization:	\$79,738
Actuarial accrued liability as of June 1, 2002:	\$1,097,573

The unfunded actuarial accrued liability should be calculated as the actuarial accrued liability shown above minus the amount of net assets available for OPEB.

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APPENDIX F: CALIFORNIA EDUCATION CODE SECTION 42140 COMPLIANCE INFORMATION

California Education Code Section 42140 requires certain districts to disclose information about the accrued costs and liabilities for district-paid retiree health benefits. Districts subject to Section 42140 are those providing benefits to retirees beyond the age of 65.

The following information is intended to assist Western Placer USD in complying with Ed Code Section 42140. The figures below pertain only to retiree benefits beyond the age of 65. Though not required to disclose them under EC 42140 the District should also consider costs and liabilities of health benefits paid on behalf of early retirees. These pre-65 costs and liabilities are estimated in this report.

"Accrued but unfunded cost of retiree benefits" = "Accrued liability" minus "Net assets earmarked for benefits".

"Accrued liability" for benefits beyond age 65

As of June 1, 2002: \$330,323

As of June 1, 2003: $(\$330,323 + \text{Accrual cost} - \text{Benefits paid}^*) \times 1.06$

As of June 1, 2004: $(\text{Accrued liability as of June 1, 2003} + \text{Accrual cost} - \text{Benefits paid}^*) \times 1.06$

Future cost of employees eligible for benefits:

Year beginning June 1, 2002: \$0

Year beginning June 1, 2003: \$0

Year beginning June 1, 2004: \$0

* Benefits paid are only those paid on behalf of retirees beyond age 65.

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APPENDIX G: GLOSSARY OF RETIREE HEALTH VALUATION TERMS

Note: The following definitions are intended to help a *non-actuary* understand concepts related to retiree health valuations. Therefore, the definitions may not be actuarially accurate.

<u>Accrual Cost:</u>	The dollar value of the "earned" portion of retiree health benefits if retiree health benefits are to be fully funded at retirement.
<u>Accrued Liability:</u>	Another name for "past service liability."
<u>Interest Discount Rate:</u>	Assumed investment return net of all investment expenses. Generally, a higher assumed interest rate leads to lower accrual costs and past service liability.
<u>Mortality Rate:</u>	Assumed proportion of people who die each year. Mortality rates always vary by age and often by sex. A mortality table should always be selected that is based on a similar "population" to the one being studied.
<u>Normal Cost:</u>	Another name for "accrual cost."
<u>Participation Rate:</u>	The proportion of retirees who elect to receive retiree benefits. A lower participation rate results in lower accrual cost and past service liability. The participation rate often is related to retiree contributions.
<u>Past Service Liability:</u>	The funds that would have accumulated if the accrual cost had been set aside for every employee (past and present) every year <u>and</u> if all actuarial assumptions were exactly met.
<u>Pre-funding:</u>	"Pre-funding" retiree health benefits refers to the practice of setting aside funds that are earmarked for retiree health benefits while employees are still actively employed - i.e. before the funds are actually expended to pay for retiree health benefits. By pre-funding retiree benefits, there will be enough funds available at retirement (on average) that, with interest, will be sufficient to pay all promised retiree health benefits without the need for any post-retirement employer contributions.
<u>Retirement Rate:</u>	The proportion of active employees who retire each year. Retirement rates are usually based on age and/or length of service. (Retirement rates can be used in conjunction with vesting rates to reflect both age and length of service). The more likely employees are to retire early, the higher accrual costs and past service liability will be.
<u>Transition Obligation:</u>	The amount of the unfunded past service liability at the time actuarial funding begins in accordance with an applicable accounting standard.
<u>Trend Rate:</u>	The rate at which the cost of retiree benefits is expected to increase over time. The trend rate usually varies by type of benefit (e.g. medical, dental, vision, etc.) and may vary over time. A higher trend rate results in higher accrual costs and past service liability.

Total Compensation Systems, Inc.

Turnover Rate: The rate at which employees cease employment due to reasons other than death and retirement. Turnover rates usually vary based on length of service and may vary by other factors. Higher turnover rates reduce accrual costs and past service liability.

Unfunded Accrued Liability: Another name for "unfunded past service liability."

Unfunded Past Service Liability: This is the excess of the past service liability over assets set aside to fund retiree health benefits. If the actual net investment return is less than the interest discount rate (and all other actuarial assumptions are met), the unfunded past service liability will grow.

Vesting Rate: The proportion of retiree benefits earned, based usually on length of service and, sometimes, age. (Vesting rates are often set in conjunction with retirement rates.) More rapid vesting increases accrual costs and past service liability.

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

MISSION STATEMENT: The Western Placer Unified School District is committed to the pursuit of excellence in all of its endeavors.
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations etc. as partners in the education of the students.

AGENDA ITEM:

Establish a Reserve in the FY 2005-06 Budget to Fund
the Present Values of Retiree Health and Welfare Benefits.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

September 06, 2005

BACKGROUND:

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

Only the first part of this liability pertains to this District, that is, the present values of benefits for existing retirees. There are no provisions for present employees to receive retiree benefits beyond the age of 65 at District expense. Therefore, based on the actuarial study, the District's Expected Postretirement Benefit Obligation (EPBO) for all benefits is estimated to be \$330,323.

It is recommended that at this time the governing board does not establish a reserve in the FY 2005-06 budget for retiree benefits. The District's "Age 65 & Over" retiree obligation is a finite pool of only eleven retirees. There are not any provisions for additional employees to qualify for "Age 65 & Over" retiree benefits thereby simplifying the process of anticipating and budgeting for future health and welfare costs.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees not establish a reserve in the FY 2005-06 budget to fund the present value of retiree health and welfare benefits.

**HEALTH AND WELFARE BENEFITS FOR RETIRED EMPLOYEES
BEYOND THE AGE OF 65**

PUBLIC DISCLOSURE CERTIFICATION FORM

The Governing Board of the Western Placer Unified School District was presented retirement benefit cost information and an actuarial report dated August 13, 2002, at its Board meeting on September 06, 2005.

At that Board meeting the Governing Board determined:

1. It will not reserve a sufficient amount of money in its budget to fund the present value of the health and welfare benefits of existing retirees.
2. It will not reserve a sufficient amount of money in its budget to fund the future cost of employees who are eligible for benefits in the current fiscal year.
3. An amount of \$35,167 is reserved in the budget for the cost of retiree benefits. Describe the benefits this budgeted amount will cover (i.e., current year costs, present value) of existing retirees, future costs, or any combination.
4. **Check One Below:**

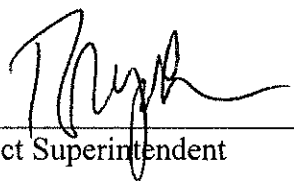
The budget amount is included in the budget in the following accounts:

Account Number: 01 0000 0 3701 00 1110 1000 000 00 000 00

Description: Current year costs for ten retirees.

A budget revision is attached or will be forwarded by: N/A

Certified By:


District Superintendent

9/9/05
Date

Submit to:

Alfred D. Nobili
Placer County Superintendent of Schools
360 Nevada Street
Auburn, CA 95603
Attn: Joan Kingery
Executive Director, Business Services

7.2.2

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

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

SUBJECT:
2005-06 Management Team
Goals & Objectives

AGENDA ITEM AREA:
Discussion/Action

REQUESTED BY:
Roger R. Yohe,
District Superintendent

ENCLOSURES:
Yes

MEETING DATE:
September 6, 2005

BACKGROUND:

A preliminary copy of the 2005-06 Management Team Goals & Objectives was given to the Board of Trustees on August 2nd board meeting to review. A revised copy is being presented for final adoption.

SUPERINTENDENT'S RECOMMEND ATION:

Administration recommends the Board of Trustees approve the 2005-06 Management Team Goals & Objectives

2005-2006

Goals & Objectives for the Management Team

Board of Trustees Review
August 2, 2005

Administrative Review
August 9, 2005

Final Adoption
September 6, 2005

Mid-Year Report
January 17, 2006

Goals And Objectives For The Management Team Of The Western Placer Unified School District

INDEX

GOAL #1 - Continue to assist sites in their efforts to prepare students for the STAR and other standardized tests	Page 2
GOAL #2 - To prepare a written recommendation to the Western Placer Unified School District Board of Trustees in the Spring of 2006 recommending the future configuration of Sheridan Elementary School.	Page 2
GOAL #3 - The District will review, evaluate and recommend for adoption a state approved Health Text and Curriculum for implementation in the 2006-2007 school year.	Page 3
GOAL #4 - Plan and enhance opportunities within the curriculum for academic achieving students.	Page 3
GOAL #5 - To work collaboratively with the Placer County Office of Education to insure costs to the District are appropriate. Explore options with other area LEA's in an effort to reduce costs and improve the quality of Special Education services to our students in the region.	Page 4
GOAL #6 - To constantly consider ways and means to provide community opportunities to engage, inform and educate	Page 4
GOAL #7 - To expand student enrollment and promote the positive aspects of Western Placer Unified School District	Page 4
GOAL #8 - The District will support and assist the administration, staff and faculty during their first year of operation at 1561 Joiner Parkway.	Page 5
GOAL #9 - Construct, equip and staff the new middle school for an August 2006 opening	Page 5
GOAL #10 - To continue to work with our architects and contractors in the planning, design and construction of multiple projects.	Page 5
GOAL #11 - To continue to monitor and control district expenditures and to capitalize on all potential revenue sources during the 2005-06 school year.	Page 5

MISSION STATEMENT: Empower Students with the Skills, Knowledge, and Attitudes for Success in an Ever Changing World	
BOARD OF TRUSTEE GLOBAL DISTRICT GOALS	COMPLIANCE CHECK LIST
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.	Complies with Board Policy _____ Complies with Site Plan (LIP) _____ Complies with Governance & Management Document _____ Complies with Mission Statement _____ Funding Sign-Off by J. Stewart _____
2. Fosters a safe, caring environment where individual differences are valued and respected.	Personnel Sign-Off by B. Noyes <u>7/21</u>
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.	Program Sign Off by S. Leaman _____ SBLT Involvement _____
4. Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students	
5. Promote student health and nutrition in order to enhance readiness for learning.	Complies with Board Policy _____

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

AGENDA ITEM AREA:

Class Size Report

Discussion

REQUESTED BY:

ENCLOSURES:

Bob Noyes, Director of
Human Services

None

MEETING DATE

September 6, 2005

BACKGROUND:

Each school year district office personnel strive to balance staff and class sizes to ensure contractual and state mandated limits are met. The first three weeks of school are critical in calculating agreed upon student loads at each grade level. Current class loads and staffing ratios will be summarized to show the process and progress made in calculating each school's standing to date.

SUPERINTENDENT'S RECOMMENDATION: No action item.

7.4

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

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

SUBJECT:
CSBA Back-to-School
Conference 2005

AGENDA ITEM AREA:
Board of Trustees

REQUESTED BY:
Roger R. Yohe
District Superintendent

ENCLOSURES:
Yes

MEETING DATE:
September 6, 2005

BACKGROUND:

CSBA Conference 2005 is schedule for September 15th at the Sacramento Convention Center.

ADMINISTRATION'S RECOMMENDATION:

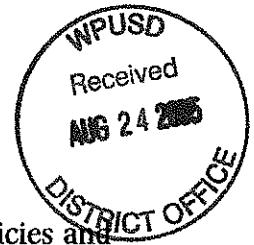
Administration recommends the Board of Trustees attend the conference.

rk\h:\wpfiles\Board\format10

8.2

August 10, 2005

Dear Superintendent/Board Member,



It's a new school year new with changes in state and federal laws, policies and regulations. Find out what you need to know at **CSBA's 2005 Back-to-School** conference. We know you're committed to improving education in California, and we're committed to providing the information you need to make it happen.

Do you know...

... that all 4-year-olds might be able to attend free, voluntary preschool by 2010?

... that experts predict the next generation will have a shorter life span than their parents? Are you aware of the newest state and federal requirements designed to address childhood obesity?

... there is a new court ruling on school district's responsibility regarding charter school facilities?

... the details of 2005-06 state budget and how it will affect your schools and your students?

Don't wait for the bell to ring, be prepared to lead your schools and your students in the right direction.

Take advantage of our expanded regional calendar:

Thursday, September 15 – Sacramento Convention Center, Sacramento

Friday, September 16 – San Diego COE, San Diego

Tuesday, September 20 – Santa Clara COE, San Jose

Thursday, September 22 – Sonoma COE, Santa Rosa

Tuesday, September 27 – Radisson Hotel & Conference Center, Fresno

Thursday, September 29 – West End Educational Service Center, Rancho Cucamonga

Register today by calling (800) 266-3382, ext. 3275, or register online at <http://www.csba.org/ce/05bts/>. The registration fee of \$170 includes materials, luncheon and refreshments.

Sincerely,

Dr. Kerry Clegg
President

Here's what last year's Back-to-School Conference participants said:

"This is always one of the most informative and valuable conferences CSBA offers" ... "I always want to hear the latest info available and you provided that" ... "Now I can better serve as a board member and make informed decisions" ... "Always informative."

BACK-TO-SCHOOL

conference 2005



www.csba.org

Register by mail:
CSBA
c/o Westamerica Bank
P.O. Box 1450
Suisun City, CA 94585-4450

Register by phone:
with purchase order or
Visa/MasterCard/American
Express number
(800) 266-3382, ext. 3275

Register by FAX:
with purchase order or
Visa/MasterCard/American
Express number
(916) 371-3407

Register online:
www.csba.org

Name	Title
District/County Office*	
Address	
City	Zip
Phone	E-mail

REGISTRATION FEE: \$170 CSBA MEMBERS* (INCLUDES MATERIALS AND LUNCH)

Please indicate which workshop you'll be attending

☒ **September 15, 2005**

Sacramento Convention Center
1400 J St. | Sacramento, CA 95814
(916) 808-5291

☐ **September 16, 2005**

San Diego COE | Joe Rindone Regional Tech. Center
6401 Linda Vista Rd. | San Diego, CA 92111
(858) 292-3500

☐ **September 20, 2005**

Santa Clara COE
1290 Ridder Park Dr. | San Jose, CA 95131
(408) 453-6500

☐ **September 22, 2005**

Sonoma COE
5340 Skylane Blvd. | Santa Rosa, CA 95403
(707) 524-2600

☐ **September 27, 2005**

Radisson Hotel & Conference Center
2233 Ventura Ave. | Fresno, CA 93721
(559) 268-1000

☐ **September 29, 2005**

West End Educational Service Center
8265 Aspen Ave. | Rancho Cucamonga, CA 91730
(909) 476-2200

Schedule at all six locations: Registration opens 8:30 a.m. | Workshop sessions 9 a.m. - 3 p.m.

\$

AMOUNT ENCLOSED

P.O./VISA/MASTERCARD/AMERICAN EXPRESS/CHECK #

EXP. DATE

* Individual board members and district/county office employees are considered members of CSBA if their district/county office is a member of CSBA.

NOTE: Registrations must be received five business days prior to the conference or a \$10 on-site registration fee will be added. **Cancellations must be received in writing five business days prior to the date of the conference or there will be a 50 percent cancellation fee after the five business day deadline.** CSBA encourages substitutions from within a district/county office. Make your check or P.O. payable to CSBA.

Purchase order payment terms are net 30 days from invoice date. **No refunds for no-shows.**

8.2.2