

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

MEMBERS OF THE GOVERNING BOARD

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

DISTRICT ADMINISTRATION

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

School	<u>STUDENT ENROLLMENT</u>		
	2015-16 CALPADS	3/1/2016	4/1/2016
Sheridan Elementary (K-5)	66	65	67
First Street Elementary (K-5)	465	463	465
Carlin C. Coppin Elementary (K-5)	394	410	411
Creekside Oaks Elementary (K-5)	607	629	628
Twelve Bridges Elementary (K-5)	632	641	646
Foskett Ranch Elementary (K-5)	471	472	475
Lincoln Crossing Elementary (K-5)	645	643	643
Glen Edwards Middle School (6-8)	866	869	871
Twelve Bridges Middle School (6-8)	773	771	767
Lincoln High School (9-12)	1,735	1,658	1,659
Phoenix High School (10-12)	77	83	87
TOTAL	6731	6,704	6,719

Pre-K/Special Ed

Foskett Ranch 16
 First Street/LIP 71

Parent Education

Continuing Educ. Classes 55

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**

May 3, 2016, 7:00 P.M.

**WPUSD District Office/City Hall Building—3rd Floor Conference Room
600 Sixth Street, Lincoln, CA 95648**

AGENDA

2015-2016 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; **Component II:** Curriculum Themes; **Component III:** Special Student Services; **Component IV:** Staff & Community Relations; **Component V:** Facilities/Administration/Budget.

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

6:25 P.M. START

- 1. CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – 3rd Floor Conference Room
- 2. COMMUNICATION FROM THE PUBLIC**

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board regarding matters not on the agenda. The Board is not allowed to take action on any item, which is not on the agenda except as authorized by Government Code Section 54954.2. Request forms for this purpose are located at the entrance to the Board Room. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

6:30 P.M.

- 3. CLOSED SESSION** – WPUSD District Office – 4th Floor Overlook Room
 - 3.1 CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
~Scott Leaman, Superintendent
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
~Kerry Callahan, Assistant Superintendent of Educational Services
 - 3.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477
 - 3.3 PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release

7:00 P.M.

- 4. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Bldg. – 3rd Floor Conference Room
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:
 - 4.1 Page 9 - CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations

Regular Meeting of the Board of Trustees

April 5, 2016

Agenda

Agency Negotiators:

~Scott Leaman, Superintendent

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

4.2 Page 10 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

4.3 Page 11 - PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release

Roll call vote:

5. Page 13-79 - CONSENT AGENDA

NOTICE TO THE PUBLIC

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

5.1 Certificated Personnel Report

5.2 Classified Personnel Report

5.3 Approval of Meeting Minutes for:

- April 5, & April 19, 2016 Regular Board of Trustee Meeting

5.4 Approval of Warrants

5.5 Approval of Request Unpaid Leave of Absence

5.6 Williams Uniform Quarterly Complaint Report.

5.7 Ratify contract between Capitol Public Finance Group and Western Placer Unified School District – TRAN Debt Issuance Services

5.8 Ratification of Contract with Read Naturally and Lincoln Crossing Elementary School

5.9 Ratification of Contract with Brower Mechanical HVAC Services – Lincoln High School

5.10 Approval of Out of State Travel

5.11 Ratification of Contract with Rocklin Lanes and Glen Edwards Middle School

Roll call vote:

6. COMMUNICATION FROM THE PUBLIC

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7. REPORTS & COMMUNICATION

➤ Lincoln High School Student Advisory – Harpreet Chumber

➤ Western Placer Teacher's Association – Tara McCroskey

➤ Western Placer Classified Employee Association – Mike Kimbrough

➤ Superintendent - Scott Leaman

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

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

8.1 Action **Page 81 - APPROVAL OF DISTRICT LED LIGHTING RETROFIT PROJECT WITH SERVICES PROVIDED BY ENERGY BASED SOLUTIONS AND THE CALIFORNIA CONSERVATION CORPS**

– Kilpatrick (15-16 G & O Component I, II, III, IV, V)

•This board item is for approval of an agreement with Energy Based Solutions (EBS) and the California Conservation Corps (CCC) and the District to retrofit our existing T-8 lighting panels with new LED lighting panels. This first phase of the retrofit lighting project would be at our oldest school sites.

8.2 Information/ **Page 109 - APPROVE RESOLUTION NO. 15/16.21 DECLARING AN ELECTION BE CONDUCTED** – Leaman (15-16 G & O Component I, II, III, IV, V)

Action

•The Board of Trustees will take action to approve Resolution 15/16.21 declaring an election be held in its jurisdiction requesting the Board of Supervisors to consolidate this election with any other election conducted on said date, and requesting election services by the County Clerk.

Roll call vote:

8.3 Action **Page 113 - APPROVE RESOLUTION NO. 15/16.22 AUTHORIZING THE ISSUANCE OF 2016 TAX AND REVENUE ANTICIPATION NOTES AND REQUESTING THE BOARD OF SUPERVISORS OF PLACER COUNTY TO ISSUE SAID NOTES** – Kilpatrick (15-16 G & O Component I, II, III, IV, V)

•Tax Revenue Anticipation Notes (TRANS) are used as a financing tool to mitigate cash flow deficits. The notes are issued at a tax-exempt interest rate, which is substantially lower than normal bank loans. The proceeds may then be reinvested with the Placer County Treasurer or in a Guaranteed Investments Contract (GIC) at a higher rate of interest.

Roll call vote:

8.4 Action **Page 131 - DISPOSAL OF SURPLUS ITEMS** – Kilpatrick (15-16 G & O Component I, II, III, IV, V)

•Board Policy 3270 provides that the Board of Trustees may authorize the disposal of surplus equipment when the equipment becomes unusable, obsolete or no longer needed. Administrative Regulation 3270 provides the process for selling surplus or obsolete property through a number of methods.

8.5 Action **Page 133 - ADOPTION OF REVISED/NEW POLICIES/REGULATIONS/EXHIBITS** – Leaman (15-16 G & O Component I, II, III, IV, V)

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

Regular Meeting of the Board of Trustees

April 5, 2016

Agenda

- AR 5148 Child Care and Development
- BP/AR 5148.3 Preschool/Early Childhood Education

9. BOARD OF TRUSTEES

9.1 FUTURE AGENDA ITEMS

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

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

9.2 BOARD MEMBER REPORTS/COMMENTS

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **May 17, 2016 7:00 P.M.**, Regular Meeting of the Board of Trustees – Carlin C.
Coppin, 150 East 12th Street, Lincoln

11. 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
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Posted: 042916

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**DISCLOSURE
OF ACTION
TAKEN IN
CLOSED SESSION,
IF ANY**

Western Placer Unified School District

CLOSED SESSION AGENDA

Place: District Office/City Hall Bldg. – Overlook Room (Fourth Floor)

Date: Tuesday, May 3, 2016

Time: 6:30 P.M.

1. LICENSE/PERMIT DETERMINATION
2. SECURITY MATTERS
3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
4. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
5. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
6. LIABILITY CLAIMS
7. THREAT TO PUBLIC SERVICES OR FACILITIES
8. PERSONNEL
 - * PUBLIC EMPLOYEE APPOINTMENT
 - * PUBLIC EMPLOYEE EMPLOYMENT
 - * PUBLIC EMPLOYEE PERFORMANCE EVALUATION
 - * PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE
 - * COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE
9. CONFERENCE WITH LABOR NEGOTIATOR
10. STUDENTS
 - * STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918
 - * STUDENT PRIVATE PLACEMENT
 - * INTERDISTRICT ATTENDANCE APPEAL
 - * STUDENT ASSESSMENT INSTRUMENTS
 - * STUDENT RETENTION APPEAL, Pursuant to BP 5123
 - * DISCLOSURE OF CONFIDENTIAL STUDENT RECORD INFORMATION
 1. LICENSE/PERMIT DETERMINATION
 - A. Specify the number of license or permit applications.
 2. SECURITY MATTERS
 - A. Specify law enforcement agency
 - B. Title of Officer
 3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
 - A. Property: specify the street address, or if no street address the parcel number or unique other reference to the property under negotiation.
 - B. Negotiating parties: specify the name of the negotiating party, not the agent who directly or through an agent will negotiate with the agency's agent.
 - C. Under negotiations: specify whether the instructions to the negotiator will concern price, terms of payment or both.

4. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**
 - A. Name of case: specify by reference to claimant's name, names or parties, case or claim number.
 - B. Case name unspecified: specify whether disclosure would jeopardize service of process or existing settlement negotiations.
5. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**
 - A. Significant exposure to litigation pursuant to subdivision (b) of Government Code section 54956.9 (if the agency expects to be sued) and also specify the number of potential cases.
 - B. Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9 (if the agency intends to initiate a suit) and specify the number of potential cases.
6. **LIABILITY CLAIMS**
 - A. Claimant: specify each claimants name and claim number (if any). If the claimant is filing a claim alleging district liability based on tortuous sexual conduct or child abuse, the claimant's name need not be given unless the identity has already been publicly disclosed.
 - B. Agency claims against.
7. **THREATS TO PUBLIC SERVICES OR FACILITIES**
 - A. Consultation with: specify name of law enforcement agency and title of officer.
8. **PERSONNEL:**
 - A. **PUBLIC EMPLOYEE APPOINTMENT**
 - a. Identify title or position to be filled.
 - B. **PUBLIC EMPLOYEE EMPLOYMENT**
 - a. Identify title or position to be filled.
 - C. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 - a. Identify position of any employee under review.
 - D. **PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE**
 - a. It is not necessary to give any additional information on the agenda.
 - E. **COMPLAINTS OR CHARGES AGAINST AN EMPLOYEE, UNLESS EMPLOYEE REQUESTS OPEN SESSION**
 - a. No information needed
9. **CONFERENCE WITH LABOR NEGOTIATOR**
 - A. Name any employee organization with whom negotiations to be discussed are being conducted.
 - B. Identify the titles of unrepresented individuals with whom negotiations are being conducted.
 - C. Identify by name the agency's negotiator
10. **STUDENTS:**
 - A. **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
 - B. **STUDENT PRIVATE PLACEMENT**
 - a. Pursuant to Board Policy 6159.2
 - C. **INTERDISTRICT ATTENDANCE APPEAL**
 - a. Education Code 35146 and 48918
 - D. **STUDENT ASSESSMENT INSTRUMENTS**
 - a. Reviewing instrument approved or adopted for statewide testing program.
 - E. **STUDENT RETENTION/ APPEAL**
 - a. Pursuant to Board Policy 5123
 - F. **DISCLOSURE OF CONFIDENTIAL STUDENT RECORD INFORMATION**
 - a. Prevent the disclosure of confidential student information.

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Bargaining Groups:

WPTA & CSEA Negotiations

Agency Negotiators:

Scott Leaman, Superintendent

Gabe Simon, Assistant Superintendent
of Personnel Services

Audrey Kilpatrick, Assistant Superintendent
Business and Operations

Kerry Callahan, Assistant Superintendent of
Educational Services

AGENDA ITEM AREA:

Disclosure of action taken in
closed session

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

No

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

ADMINISTRATION RECOMMENDATION:

Administration recommends the board of trustees be updated on negotiations.

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

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SUBJECT:

CONFERENCE WITH LEGAL COUNSEL –
EXISTING LITIGATION

AGENDA ITEM AREA:

Disclosure of Action Taken in
Closed Session

REQUESTED BY:

Scott Leaman, Superintendent
Kerry Callahan,
Assistant Superintendent of Educational Services

ENCLOSURES:

No

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

RECOMMENDATION:

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

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

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

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SUBJECT:

PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/
DISMISSAL/RELEASE

AGENDA ITEM AREA:

Closed Session

REQUESTED BY:

Gabe Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:

No

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

Yes

BACKGROUND:

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

RECOMMENDATION:

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

CONSENT

AGENDA

ITEMS

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

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

DISTRICT GLOBAL GOALS

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5. Promote student health and nutrition in order to enhance readiness for learning.


SUBJECT:

Certificated Personnel Report

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Gabe Simon 
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

Categorical/General

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the certificated personnel report.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

PERSONNEL REPORT

May 3, 2016

CERTIFICATED/MANAGEMENT

NEW HIRE:

1.	Name:	Madeleine Belfroid Duimstra
	Position:	District School Nurse
	FTE:	1.0
	Effective Date:	May 17, 2016
	Site:	District Office

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

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

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5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Classified Personnel Report

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Gabriel Simon 
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund/Categorical

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the classified personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT**

May 3, 2016

CLASSIFIED/MANAGEMENT

NEW HIRES:

1. Name:	Terry Lloyd	Effective:	5/2/16
Position:	Paraprofessional Aide	Site:	Carlin C. Coppin Elementary
Salary:	CSEA, Range 17, Step A		Replacement
Hours:	3.75 Hours/5 Days a week		
Days:	10 Months/Year		

TRANSFER/PROMOTION:

1. Name:	Ana Enriquez	Effective:	4/18/16
Position:	Food Service Assistant	Site:	Carlin C. Coppin Elementary
Hours:	3.5 Hours/5 Days a week		
Days:	10 Months/Year		
2. Name:	Cindy Hood	Effective:	7/27/16
Position:	School Secretary I	Site:	Twelve Bridges Elementary
Hours:	8 Hours/5 Days a week		
Days:	11 Months/Year		
3. Name:	Michael Kimbrough	Effective:	4/19/16
Position:	District Maintenance Worker	Site:	Maintenance Dept.
Hours:	8 Hours/5 Days a week		
Days:	12 Months/Year		
4. Name:	Linda Peterson	Effective:	5/2/16
Position:	Paraprofessional Aide	Site:	Twelve Bridges Elementary
Hours:	6 Hours/5 Days a week		
Days:	10 Months/Year		

RESIGNATION:

1. Name:	Jessica Hanna	Effective:	5/18/16
Position:	Paraprofessional Aide	Site:	Twelve Bridges Elementary
Hours:	7 Hours/5 Days a week		
Days:	10 Months/Year		
2. Name:	Kathryn Sutcliffe	Effective:	6/3/16
Position:	Paraprofessional Aide	Site:	Lincoln High School
Hours:	5 Hours/5 Days a week		
Days:	10 Months/Year		

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

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

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5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Approval of Minutes:

- April 5 & 19, 2016 Regular
Board of Trustee Meeting

AGENDA ITEM AREA:

CONSENT AGENDA

REQUESTED BY:

Scott Leaman,
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

- April 5, 2016 Regular Board of Trustee Meeting
- April 19, 2016 Regular Board of Trustee Meeting

RECOMMENDATION:

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

Western Placer Unified School District
Regular Meeting of the Board of Trustees

April 5, 2016, 7:00 P.M.

WPUSD District Office/City Hall Building–3rd Floor Conference Room
600 Sixth Street, Lincoln, CA 95648

MINUTES

2015-2016 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

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

Board Members Present:

Damian Armitage, President
Kris Wyatt, Vice President
Paul Long, Clerk
Paul Carras, Member

Board Members Absent:

Brian Haley, Member

Others Present:

Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Kerry Callahan, Assistant Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Mike Adell, Director of Facilities
Chuck Whitecotton, PHS Principal
Harpreet Chumber, School Representative
Carol Percy, Lincoln News Messenger

6:15 P.M. START

1. **CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – 3rd Floor Conference Room
2. **COMMUNICATION FROM THE PUBLIC**
No communication from the public

6:20 P.M.

3. **CLOSED SESSION** – WPUSD District Office – 4th Floor Overlook Room
 - 3.1 **CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
 - ~Scott Leaman, Superintendent
 - ~Gabe Simon, Assistant Superintendent of Personnel Services
 - ~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

April 5, 2016

Minutes

~Kerry Callahan, Assistant Superintendent of Educational Services

- 3.2 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

- 3.3 **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release

7:00 P.M.

4. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Bldg. – 3rd Floor Conference Room

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

- 4.1 **Page 10 - CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

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

No action was taken

- 4.2 **Page 11 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

No action was taken

- 4.3 **Page 12 - PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Roll call vote:

No action was taken

5. **Page 14-61 - CONSENT AGENDA**

- 5.1 Certificated Personnel Report
- 5.2 Classified Personnel Report
- 5.3 Approval of Meeting Minutes for:
 - March 1, & March 15, 2016 Regular Board of Trustee Meeting
- 5.4 Approval of Warrants
- 5.6 Approval of Parent Love and Logic Workshops
- 5.7 Ratification of Contract with Clementine Photos Booths, LLC and Glen Edwards Middle School
- 5.8 Student Discipline Stipulated Expulsion Student #15/16 – L

April 5, 2016

Minutes

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

6. **COMMUNICATION FROM THE PUBLIC**

No communication from the public

7. **REPORTS & COMMUNICATION**

➤ Lincoln High School Student Advisory – Harpreet Chumber reported the following:

- April 12th LHS choir
- April 13th Open House at the Farm
- April 18th LHS will be testing (SBAC)
- Sports update

➤ Western Placer Teacher's Association – Tara McCroskey, handed out a flyer on prop 30 (The Children's Education and Health Care Protection Act of 2016), she shared a sample of the resolution she would like to see the district adopt.

➤ Western Placer Classified Employee Association – Mike Kimbrough, had no report

➤ Superintendent - Scott Leaman reported the following:

- Calendar should be coming for approval at the next board meeting
- Appeals are going well
- Thanked the Newsmessenger for the story on the leadership breakfast
- Thanked the associations for negotiations, and working with the district
- Thanked the board for being open to the changes

8. **♦ACTION ♦DISCUSSION ♦INFORMATION**

8.1 Action

Page 63 – APPROVE RESOLUTION NO. 15/16.17, AUTHORIZING THE PURCHASE OF PORTABLE CLASSROOM FROM IMPACT CONSTRUCTION SERVICES, INC., UNDER A PIGGYBACK CONTRACT PURSUANT TO EDUCATION CODE SECTION 20118 (GLEN EDWARDS MIDDLE SCHOOL) – Adell (15-16 G & O Component I, II, III, IV, V)

• Due to projected growth and a current lack of available classroom space at Glen Edwards Middle School, it will be necessary for the District to add one (1) double wide portable classroom building to create two (2) standard classrooms and associated site work at the site.

Mike Adell presented Resolution No. 15/16.17 for approval, and shared the need of the portable. Motion by Mr. Carras, seconded by Mrs. Wyatt and passed by a 4-0 (Ayes: Wyatt, Carras, Long, Armitage No: None) roll call vote to approve Resolution No. 15/16.17 authorizing the purchase of a portable classroom from Impact Construction Service.

8.2 Action

Page 78 – APPROVE RESOLUTION NO. 15/16.18, AUTHORIZING THE PURCHASE OF PORTABLE RESTROOM FROM IMPACT CONSTRUCTION SERVICES, INC., UNDER A PIGGYBACK CONTRACT PURSUANT TO EDUCATION CODE SECTION

20118 (LINCOLN HIGH SCHOOL FARM) – Adell (15-16 G & O Component I, II, III, IV, V)

•Included in the Western Placer Unified School District's California Career Pathways Trust Grant application for improvements to the Lincoln High School Farm are Americans with Disabilities Act (ADA) components including a goal to provide ADA compliant primary paths of travel throughout including instructional spaces and restrooms.

Mike Adell presented Resolution No. 15/16.18 for approval, and shared the need for the portable restroom. Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 4-0 (Ayes: Carras, Long, Wyatt, Armitage No: None) roll call vote to approve Resolution No. 15/16.18 authorizing the purchase of a portable restroom for the high school farm.

8.3 Discussion/ Action **Page 93 – APPROVAL OF ADJUSTMENT TO SALARY FOR THE DISTRICT'S CERTIFICATED EMPLOYEES TO INCLUDE**

COUNSELORS – Simon (15-16 G & O Component I, II, III, IV, V)

•In light of the Tentative Agreements with CSEA and WPTA effecting salary for classified and certificated employees of the District which included an increase in salaries of 4% applied to the various salary schedules, retroactive to January 1, 2016, the District administration is recommending that the 4% increase, retroactive to January 1, 2016. Be applied to the Certificated Employee and Counselor salary schedules.

Gabe Simon presented a new salary schedule for approval, and to include counselors. Motion by Mr. Long, seconded by Mr. Carras, and passed by a 4-0 (Ayes: Armitage, Carras, Long, Wyatt No: None) vote to approve the adjustment to salary schedule for certificated employees, which will also include counselors.

8.4 Discussion/ Action **Page 96 – APPROVAL OF ADJUSTMENT TO SALARY FOR THE DISTRICT'S CLASSIFIED EMPLOYEES – Simon (15-16 G & O**

Component I, II, III, IV, V)

•In light of the Tentative Agreements with CSEA and WPTA effecting salary for classified and certificated employees of the District which included an increase in salaries of 4% applied to the various salary schedules, retroactive to January 1, 2016, be applied to the Classified salary schedule.

Gabe Simon presented new salary schedule for approval. Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 4-0 (Ayes: Armitage, Carras, Long, Wyatt No: None) vote to approve the adjustment to salary schedule for classified employees.

8.5 Discussion/ Action **Page 98 –CONSIDER APPROVING REVISED JOB DESCRIPTION FOR FOOD SERVICE DIRECTOR POSITION –**

Simon (15-16 G & O Component I, II, III, IV, V)

•As a part of the ongoing review of District needs and job descriptions by the District there exists a need to approve a revised job description for the Food Service Director position, which is a classified management position in order to clarify the education requirements.

Gabe Simon presented revised job description for approval. Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 4-0 (Ayes: *Armitage, Carras, Long, Wyatt* No: *None*) vote to approve revised Food Service Director job description as amended by the board.

8.6 Discussion/ Action **Page 101 – COLLECTIVE BARGAINING AGREEMENT BETWEEN WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE WESTERN PLACER TEACHER’S ASSOCIATION –**

Simon (15-16 G & O Component I, II, III, IV, V)

•The Collective Bargaining Agreement between the Western Placer Teacher’s Association (“WPTA”) and the Western Placer Unified School District (WPUSD) is being submitted for ratification. Both parties have completed a lengthy effort to finalize the contract.

Gabe Simon presented WPTA Collective Bargaining Agreement for approval. He thanked the associations for the positive relationships. Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 4-0 (Ayes: *Armitage, Carras, Long, Wyatt* No: *None*) vote to approve the collective bargaining agreement between Western Placer Unified School District and the Western Placer Teacher’s Association.

8.7 Action **Page 154 – DISPOSAL OF SURPLUS ITEMS – Kilpatrick** (15-16 G & O Component I, II, III, IV, V)

•Board Policy 3270 provides that the Board of Trustees may authorize the disposal of surplus equipment when the equipment becomes unusable, obsolete or no longer needed.

Audrey Kilpatrick presented a piece of equipment for surplus. Motion by Mr. Carras, seconded by Mr. Long, and passed by a 4-0 (Ayes: *Armitage, Carras, Long, Wyatt* No: *None*) vote to approve the disposal of surplus items.

8.8 Information **Page 156 – 2016-2019 LCAP UPDATE – Callahan** (15-16 G & O Component I, II, III, IV, V)

•The 2015-2016 LCAP Committee and DAC/DELAC Parent Committees have been working diligently throughout the school year to provide input to support the annual update of the District LCAP, which will be brought forward to the board at a later date for review and approval.

Kerry Callahan presented an LCAP update. She reviewed a handout on the timeline and process. It included the following:

- Timeline & Process
- 2016-2019 LCAP Committee members and their represented groups, as well as support staff and their roles
- WPUSD Focus – which include PLCs, goals, and youth development
- A list of New supports/resources for the 2016-2019 LCAP

The district is also in the process of sending out the LCAP survey, and a draft will be submitted to the County in May. It will come back for final approval in June.

8.9 Action

Page 157 - ADOPTION OF REVISED/NEW POLICIES/REGULATIONS/EXHIBITS – Leaman (15-16 G & O Component I, II, III, IV, V)

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

- BP/AR 0420 School Plan/Site Councils
- BP/AR 3270 Sale and Disposal of Books, Equipment and Supplies
- AR 3311 Bids
- AR 3512 Equipment
- AR 4119.11/4219.11/4319.11 Sexual Harassment
- BP/AR 4154/4254/4354 Health and Welfare Benefits
- BP/AR 5141.33 Head Lice
- BP/AR 5148.2 Before/After School Program

Mr. Leaman presented policies for approval. Motion by Mr. Long, seconded by Mrs. Wyatt, and passed by a 4-0 (**Ayes: Armitage, Carras, Long, Wyatt No: None**) vote to approve revised/new policies/regulations and exhibits as presented.

9. BOARD OF TRUSTEES

9.1 FUTURE AGENDA ITEMS

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

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

9.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Carras no report

Mrs. Wyatt no report

Mr. Long no report

Mr. Armitage no report

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤April 19, 2016 7:00 P.M., Regular Meeting of the Board of Trustees - District Office/City Hall Bldg., 3rd Floor Conference Room

11. ADJOURNMENT

There being no further information, the meeting was adjourned at 7:45 p.m.

Damian Armitage, President

Paul Long, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the
Superintendent

Adopted:

Ayes:

Noes:

Absent:

<p>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</p>

Western Placer Unified School District
Regular Meeting of the Board of Trustees
April 19, 2016, 7:00 P.M.

WPUSD District Office/City Hall Building--3rd Floor Conference Room
600 Sixth Street, Lincoln, CA 95648

MINUTES

2015-2016 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

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

Board Members Present:

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

Others Present:

Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Kerry Callahan, Assistant Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Carol Percy, Lincoln News Messenger

6:20 P.M. START

1. **CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – Multi-Purpose Room
2. **COMMUNICATION FROM THE PUBLIC**
No communication from the public

6:25 P.M.

3. **CLOSED SESSION** – WPUSD District Office – 4th Floor Overlook Room
 - 3.1 **CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
 - ~Scott Leaman, Superintendent
 - ~Gabe Simon, Assistant Superintendent of Personnel Services
 - ~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
 - ~Kerry Callahan, Assistant Superintendent of Educational Services
 - 3.2 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

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- 3.3 **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee - CL 15/16.6

7:00 P.M.

4. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Bldg. – 3rd Floor Conference Room
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

- 4.1 **Page 10 - CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

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

No action taken

- 4.2 **Page 11 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

No action taken

- 4.3 **Page 12 - PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee - CL 15/16.6

Mr. Long reported the board approved and ratified the agreement of employee CL 15/16.6, roll call vote was 5-0 to approve agreement.

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

STEM Expo Recognition

Mr. Toy, teacher at Twelve Bridges Elementary shared an assignment project he had given his 5th grade students. He then encouraged them to participate in the Science Fair, and three of those students were present to share the project, and received certificates of recognition.

6. **Page 16 - 51 CONSENT AGENDA**

- 6.1 Classified Personnel Report
- 6.2 Ratification of Agreement between Brandman University and the WPUSD
- 6.3 Approve the Denial of Unpaid Leave of Absence Request
- 6.4 Ratification of Contract with Youth Development Network
- 6.5 Ratification of Agreement with Celebrations and Glen Edwards Middle School
- 6.6 Ratification of Extension with Jive Communications and WPUSD
- 6.7 Approve Donations to Lincoln High School Agriculture Program

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-
- 6.8 Approve Library Advisory Committee appointment of two members
 - 6.9 Memorandum of Understanding (MOU – STAR Science Theater Art Recreation (STAR) and Western Placer Unified School District

There was a request to remove item 6.3 for discussion. Motion by Mrs. Wyatt, seconded by Mr. Long, and passed by a 5-0 (*Ayes: Carras, Haley, Long, Wyatt, Armitage No: None*) roll call vote to approve consent agenda with the removal of 6.3 for further discussion.

7. COMMUNICATION FROM THE PUBLIC

There was no communication from the public

8. REPORTS & COMMUNICATION

➤Lincoln High School Student Advisory – Harpreet Chumber shared the following:

- SBAC Testing started
- There was an FFA BBQ last week at the School Farm
- Prom is this week
- AB testing is starting May 2nd
- Sports Update

➤Western Placer Teacher's Association – Tara McCroskey, will wait to speak during agenda item 9.7.

➤Western Placer Classified Employee Association – Mike Kimbrough, shared a statement regarding inequality on salary wages. Used Scott Leaman as an example, regarding equality social economic classes with wages. Used Scott's salary, back 2009, raise 6 ½ %, to bring Superintendent up last year to other salaries within the area. 2014 raised again, included longevity, stipends, raises takes him over 190,000, over 20% year, other groups, less than 10%. Other Superintendents salaries have gone up, and other groups have gone up, but there is an equality there. Look at salaries, there is a divide. At some point there is an equality problem throughout the nation. Until there is equality there will continue to be protest.

Paul Carras appreciated the comments from Mike Kimbrough. Most of you know I have been in the school business for 41 years, I know what the pressure and the stress a superintendent goes through. I also know consistency at a superintendent level is key to the success of the district, and I know what Scott's salary in comparison to all other superintendents. I got to tell you, if you lose a good superintendent for whatever reason, there is a price that the district pays.

➤Superintendent - Scott Leaman shared the following:

- There are new measure A signs throughout the sites
- Closed Escrow on the property around the library
- Had the first Appeals at PCOE, with one remand, and the other was denied, in support of our district.
- Assignment Fair for teachers will be held on Thursday
- Enrollment is up, we're keeping students, they are staying at the high school
- Visited First Street classrooms today
- Shared with the Board that PCOE is holding a reception for Classified Employee/Teacher of the Year, on May 16, 2016, 5:00 – 7:00 p.m. Please contact Rosemary if you are interested in attending.

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Vanessa Cern, teacher spoke on behalf of leave of absence. She thanked the board members, and shared she has worked for WPUSD for the past 9 years, and is asking for this leave on behalf of her family. She has given time and effort to her students, and now is asking to be available for her own children. She asked to be present for her last child milestones, to be a part of their morning routine, pick up her children, asking to be there when they are sick, asking to participate with their classrooms, most of all asking to not have to choose between family and her job. This would be an unpaid leave for one year. She thanked the board for considering her request, this leave would mean the world to her and her family.

Tara McCrosky shared she hasn't had a chance to speak with Gabe Simon in regard to the situation, she understands we have to balance the needs of the district and the greater needs and the greater prospective. Here is an individual mom and teacher, I'm so moved by her passion for her family and her students. She doesn't want to sacrifice raising her children or sacrifice educating her 30 students. I appreciate she is trying to make the wise choice, I appreciate that she has look at every option that has been given to her through our contract, and all of them have not panned out for her, and that is why she is requesting an unpaid leave of absence. I appreciate that is the position she is in and that that is the choice she is making. To speak on a broader level, she finds it incurably frustrating that our world continue to ask moms to choose between career and children, and doesn't know what we can do. She doesn't know why there is a recommendation to deny the request, but maybe there is a bigger picture, but she is moved, and wanted the board to hear her story.

Mr. Leaman shared the process of child rearing leaves, and how we look at unpaid leave request. Approving this leave will allow other individuals to come forward with similar request, and you would have approve those request to be fair and equitable. We also approve requests for education or child rearing. We have not approved child rearing for a year. If we are going to take this step, we should review the teachers' contract. After much discussion, it was the consensus of the board to work with Vanessa Cern to see if something can be worked out. This item was tabled.

9. ♦ **ACTION** ♦ **DISCUSSION** ♦ **INFORMATION**

9.1 Discussion/ *Page 53 – CONSIDER APPROVAL OF 2016-2017 WESTERN*
 Action *PLACER UNIFIED SCHOOL DISTRICT CALENDAR –*

Leaman/Simon (15-16 G & O Component I, II, III, IV, V)

•A tentative agreement has been reached between WPUSD and WPTA on the portion of Article XV – Work Year 2016-2017 and it has been ratified by the WPTA membership. This portion of the calendar was Board approved on March 1, 2016. The attached calendar has been updated to include early release Mondays and also aligns with the previously approved Memorandum of Understand between WPUSD and WPTA.

Mr. Leaman explained the new early release process. There are unique things with the high school schedules. Motion by Mr. Carras, seconded by Mrs. Wyatt, and passed by a 5-0 (Ayes: Carras, Haley, Long, Wyatt, Armitage No: None) vote to approve 2016-2017 Calendar.

9.2 Action *Page 55 – ASSISTANT SUPERINTENDENT CONTRACTS –*
Leaman (15-16 G & O Component I, II, III, IV, V)

- Attached are the newly negotiated contracts for all district assistant superintendents.

Mr. Leaman presented the contract to be extended to 2019, it includes longevity, retire benefits, and charter assistants stipend. Motion by Mr. Long, seconded by Mrs. Carras, and passed by a 5-0 (*Ayes: Carras, Haley, Long, Wyatt, Armitage No: None*) vote to approve the Assistant Superintendent contracts through 2019.

9.3 Discussion/ Action **Page 68 – APPROVAL OF ADJUSTMENT TO SALARY FOR THE DISTRICT’S CERTIFICATED MANAGEMENT EMPLOYEES AND ASSISTANT SUPERINTENDENTS – Leaman (15-16 G & O Component I, II, III, IV, V)**

- In light of the Tentative Agreements with CSEA and WPTA effecting salary for other classified and certificated employees of the District which included an increase in salaries of 4% applied to the various salary schedules, retroactive to January 1, 2016, the District administration is recommending that the same 4% increase, retroactive to January 1, 2016, be applied to the positions which are listed on the Certificated Management and Assistant Superintendent salary schedules. The District is also recommending approval of the Charter Technical Assistance stipend scale.

Mr. Leaman presented 4% increased salary schedules for approval, along with \$6,000.00 stipend for Assistant Superintendents. Motion by Mrs. Wyatt, seconded by Mr. Haley, and passed by a 5-0 (*Ayes: Carras, Haley, Long, Wyatt, Armitage No: None*) vote to approved increased salary schedules, along with Charter Technical Assistance stipend for Assistant Superintendents.

9.4 Discussion/ Action **Page 72 – APPROVAL OF ADJUSTMENT TO SALARY FOR THE DISTRICT’S CLASSIFIED MANAGEMENT EMPLOYEES AND SENIOR MANAGEMENT OF THE CLASSIFIED EMPLOYEES, CLASSIFIED/CONFIDENTIAL EMPLOYEES AND GRANT FUNDED AFTER SCHOOL PROGRAM EMPLOYEES – Simon (15-16 G & O Component I, II, III, IV, V)**

- In light of the Tentative Agreements with CSEA and WPTA effecting salary for other classified and certificated employees of the District which included an increase in salaries of 4% applied to the various salary schedules, retroactive to January 1, 2016, the District administration is recommending that the same 4% increase, retroactive to January 1, 2016, be applied to the positions which are listed on the Classified Management, Senior Management of the Classified, Classified/Confidential and Grant Funded After School Program salary schedules.

Gabe Simon presented 4% increased salary schedules for approval, which included several groups, Motion by Mr. Carras, seconded by Mr. Long, and approved by a 5-0 (*Ayes: Carras, Haley, Long, Wyatt, Armitage No: None*) vote to approve the adjustment to salary schedules for Classified Management, Senior Management of the Classified Employees,

Classified/Confidential Employees, and Grant Funded After School Program Employees.

- 9.5 Information/ *Page 77 – SUPERINTENDENT CONTRACT – Simon (15-16 G & O*
Discussion/ *Component I, II, III, IV, V)*
Action • Attached is a revised contract for the District Superintendent.

Gabe Simon presented the Superintendent's revised contract for approval. Motion by Mr. Long, seconded by Mrs. Wyatt, and passed by 5-0 (Ayes: *Carras, Haley, Long, Wyatt, Armitage* No: *None*) vote to approve Superintendent's revised contract.

- 9.6 Discussion/ *Page 83 – APPROVAL OF ADJUSTMENT TO SALARY FOR THE*
Action *DISTRICT'S SUPERINTENDENT – Simon (15-16 G & O Component I, II, III, IV, V)*

• In light of the Tentative Agreements with CSEA and WPTA effecting salary for other classified and certificated employees of the District which included an increase in salaries of 4% applied to the various salary schedules, retroactive to January 1, 2016, the District administration is recommending that the same 4% increase, retroactive to January 1, 2016, be applied to the position which is listed on the Superintendent salary schedule. The District is also recommending approval of the Charter Technical Assistance stipend scale.

Gabe Simon presented the increased salary schedule for the superintendent. Motion by Mr. Haley, seconded by Mrs. Carras, and passed by a 5-0 (Ayes: *Carras, Haley, Long, Wyatt, Armitage* No: *None*) vote to approve 4% increased salary schedule, along with the \$6,000.00 Charter Technical Assistance stipend.

- 9.7 Action *Page 86 – APPROVE RESOLUTION NO. 15/16.19 SUPPORTING*
THE CHILDREN'S EDUCATION AND HEALTH CARE
PROTECTION ACT (PROPOSITION 30) – Leaman (15-16 G & O
Component I, II, III, IV, V)

• The Board of Trustees has requested to approve a Resolution in support of the Children's Education and Health Care Protection Act, which is Proposition 30.

Mr. Leaman presented Resolution No. 15/16.19 for approval. Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 4-1 (Ayes: *Haley, Wyatt, Carras, Long* No: *Armitage*) roll call vote to approve Resolution No. 15/16.19 Supporting The Children's Education and Health Care Protection Act.

- 9.8 Discussion/ *Page 90 – CONSIDER APPROVING RESOLUTION NO. 15/16.20,*
Action *AUTHORIZING THE ELIMINATION AND/OR REDUCTION OF*
CERTAIN CLASSIFIED EMPLOYEE POSITIONS DUE TO LACK
OF WORK/LACK OF FUNDS – Simon (15-16 G & O Component I, II, III,
IV, V)

• Pursuant to Education Code section 45117, the District administration is making a recommendation that would require the Governing Board of the Western Placer

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Unified School District to eliminate and/or reduce certain Classified Employee positions due to lack of work/lack of funds by adopting Resolution No. 15/16.20.

Mr. Simon presented Resolution No. 15/16.20 for approval. Motion Mr. Haley, seconded by Mr. Long, and passed by a 5-0 (Ayes: *Wyatt, Carras, Long, Haley, Armitage* No: *None*) roll call vote to approve Resolution No. 15/16.20 authorizing the elimination and/or reduction of certain classified employee positions due to lack of work/lack of funds.

9.9 Action**Page 93 - ADOPTION OF REVISED/NEW POLICIES/****REGULATIONS/EXHIBITS – Leaman (15-16 G & O Component I, II, III, IV, V)**

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

- BP/AR 1312.3 Uniform Complaint Procedures
- AR 4117.5 Termination Agreements
- BP 4131 Staff Development
- BP 4231 Staff Development
- AR 5111.1 District Residency
- BP 5111.1 District Residency
- AR 5111.12 Residency Based on Parent/Guardian Employment
- BP 5148 Child Care and Development

Mr. Leaman presented policies for approval. Motion by Mrs. Wyatt, seconded by Mr. Carras, and passed by a 5-0 (Ayes: *Carras, Haley, Long, Wyatt, Armitage* No: *None*) vote to approve new/revised policies as presented.

10. BOARD OF TRUSTEES**10.1 FUTURE AGENDA ITEMS**

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

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

10.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Haley shared it's nice to own the acreage around the library, happy for that purchase.

Mr. Long shared it was really great with the kids here, this is what it's all about. In the past this board has worked out of the contract, maybe we can work with the union, and come up with a onetime solution on the leave. Saturday taking five students to auburn airport, students will help judge Model-A Car races.

Mrs. Wyatt shared relay for life is coming up, luminaries available for \$10.00 if you would like to honor someone. There will be Social Media awareness event on May 16th, with Bridget Case at the high school. Choir served at the Rotary "Taste

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Minutes

of Italy” event, and earned tips and a donation was given from the Rotary club. In all my years of working in our district, I have never had a more positive feeling for our district, it’s been a real plus for us.

Mr. Carras complemented Kris for her activeness in the community, this does get the word out about our district. Spoke about the land being purchased, get the word out to make sure people are aware of how long it will take time to build a new high school. We talked about setting aside a budget for new school items, in his other district, they started putting aside 5 years in advance.

Mr. Armitage showed his son the pictures from the McBean Park cleanup.

11. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **May 3, 2016 7:00 P.M.**, Regular Meeting of the Board of Trustees - District Office/City Hall Bldg., 3rd Floor Conference Room

➤ **May 17, 2016 7:00 P.M.**, Regular Meeting of the Board of Trustees – Carlin C. Coppin, 150 East 12th Street, Lincoln

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:16 p.m.

Damian Armitage, President

Paul Long, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

<p>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</p>

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

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

SUBJECT:

Approval of Warrants

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of
Business and Operations

ENCLOSURES:

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

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

N/A

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the April 5, 2016 board meeting.

RECOMMENDATION:

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

Checks Dated 04/22/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85488827	04/22/2016	CAL-TROPIC PRODUCERS INC	13-4710		1,568.40
85488828	04/22/2016	CROWN DISTRIBUTING INC.	13-4380		1,081.51
85488829	04/22/2016	DANIELSEN COMPANY	13-4380	21.69	
			13-4710	1,315.88	1,337.57
85488830	04/22/2016	EARTHGRAINS BAKING CO INC	13-4710		210.52
85488831	04/22/2016	GOLDEN STATE EQUIPMENT REPAIR	13-5600		832.09
85488832	04/22/2016	MINDWARE BRAINY TOYS	01-4300	1,730.75	
			Unpaid Sales Tax	120.75-	1,610.00
85488833	04/22/2016	PIZZA GUYS	13-4710		1,713.56
85488834	04/22/2016	RISO PRODUCTS OF SAC INC	01-5600		425.00
85488835	04/22/2016	TRINITY FRESH	13-4710		1,481.74
85488836	04/22/2016	CHARLES BYRD	01-8675		24.50
85488837	04/22/2016	GARY LENHART	13-4710		84.75
85488838	04/22/2016	Reynaldo A. Cubias	01-4300		32.24
85488839	04/22/2016	Gina M. Ford	01-4300	60.00	
			01-5300	78.00	138.00
85488840	04/22/2016	Gail A. Roberts	01-4300		39.89
85488841	04/22/2016	Deborah C. Tofft	01-4300		458.82
85488842	04/22/2016	ANDERSONS SCHOOL SPIRIT	01-4300	253.23	
			Unpaid Sales Tax	14.25-	238.98
85488843	04/22/2016	BANK OF AMERICA #5124 BUSINESS CARD	01-4300	428.90	
			01-5200	1,245.20	
			01-5800	311.00	1,985.10
85488844	04/22/2016	BLACK DOG GRAPHICS	01-4300		143.86
85488845	04/22/2016	CDW GOVERNMENT INC	01-4400		694.70
85488846	04/22/2016	CHEVRON	01-4300		53.28
85488847	04/22/2016	CITY OF ROSEVILLE- UTILITY	01-5800		384.00
85488848	04/22/2016	EARTH'S BIRTHDAY PROJECT	01-4300		56.45
85488849	04/22/2016	EMPIRE MINE STATE HISTORIC PK	01-5800		300.00
85488850	04/22/2016	FIRST STREET SCHOOL PTC	01-8699		50.00
85488851	04/22/2016	FOLLETT SCHOOL SOLUTIONS, INC.	01-4300		1,219.87
85488852	04/22/2016	INKJET SUPERSTORE.COM	01-4300		46.01
85488853	04/22/2016	INSECT LORE	01-4300		73.36
85488854	04/22/2016	LAKESHORE LEARNING MATERIALS	01-4300		865.44
85488855	04/22/2016	OFFICE DEPOT	01-4300		427.94
85488856	04/22/2016	ORIENTAL TRADING COMPANY INC	01-4300	102.62	
			Unpaid Sales Tax	6.47-	96.15
85488857	04/22/2016	PCOE - PLACER CO OFFICE OF ED	01-4300		140.00
85488858	04/22/2016	PIZZA GUYS	01-4300		178.34
85488859	04/22/2016	RAY MORGAN CO. / CHICO	01-5600		19.55
85488860	04/22/2016	REALLY GOOD STUFF	01-4300	107.28	
			Unpaid Sales Tax	6.72-	100.56
85488861	04/22/2016	REI RECREATIONAL EQUIPMENT INC	01-4300		411.08
85488862	04/22/2016	RISO PRODUCTS OF SAC INC	01-4300		667.20
85488863	04/22/2016	SAFEWAY INC	01-4300		240.89
85488864	04/22/2016	SCHOOL OUTFITTERS.COM	01-4300		120.12

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Checks Dated 04/22/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85488865	04/22/2016	SCHOOL SPECIALTY INC	01-4300		19.33
85488866	04/22/2016	TIME FOR KIDS	01-4300		133.80
85488867	04/22/2016	U.S. BANK NATIONAL ASSOCIATIONU.S. BANCORP PURCHASING CARD	01-4100	131.23	
			01-4300	558.00	
			01-5200	217.13	
			01-5800	167.97	
			13-4365	28.99	
			13-4710	32.93	
			25-5200	348.58	1,484.83
85488868	04/22/2016	WAVE BROADBAND	01-4300		12.67
85488869	04/22/2016	WEST MUSIC	01-4300	37.45	
			Unpaid Sales Tax	2.25-	35.20
85488870	04/22/2016	WINSOR LEARNING, INC.	01-4300	4,212.38	
			Unpaid Sales Tax	268.88-	3,943.50
85488871	04/22/2016	WORLD BOOK INC	01-4300		350.00
85488872	04/22/2016	John S. Kovach	01-5200		379.06
85488873	04/22/2016	Kathleen M. Leehane	01-5200		448.50
85488874	04/22/2016	Nancyann M. Rowell	01-5200		47.52
85488875	04/22/2016	Maha Salem	01-4300	4.68	
			01-5200	32.40	37.08
85488876	04/22/2016	ACSA - PLACER CO. CHAPTER ATTN: PETER TOWNE	01-4300	540.00	
			01-5200	640.00	
			01-5800	120.00	1,300.00
85488877	04/22/2016	APPLE INC.	01-4300		324.00
85488878	04/22/2016	AUBURN TROPHIES	01-4300		1,267.37
85488879	04/22/2016	CDW GOVERNMENT INC	01-4300	75.69	
			01-4400	6,353.93	6,429.62
85488880	04/22/2016	CENTER FOR HEARING HEALTH INC	01-5800		8,107.05
85488881	04/22/2016	DR. ROBERT A. HOFFMAN	01-5800		6,357.00
85488882	04/22/2016	GUIDING FITNESS	01-5800		500.00
85488883	04/22/2016	INDOOR ENVIRONMENTAL SERVICES	01-5800		5,270.25
85488884	04/22/2016	KRONICK MOSKOVITZ TIEDEMANN	01-5810		1,360.36
85488885	04/22/2016	LOZANO SMITH, LLP	01-5810		1,685.25
85488886	04/22/2016	LPA INC.	21-6210		924.20
85488887	04/22/2016	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		2,827.96
85488888	04/22/2016	MEDICAL BILLING TECHNOLOGIES	01-5800		109.50
85488889	04/22/2016	OFFICE DEPOT	11-4300		4.32
85488890	04/22/2016	PCOE - PLACER CO OFFICE OF ED	01-5200	600.00	
			01-7142	662.81	1,262.81
85488891	04/22/2016	PESI HEALTHCARE	01-5200		179.99
85488892	04/22/2016	PURCHASE POWER	01-4300		19.19
85488893	04/22/2016	RAY MORGAN CO. / CHICO	01-4300		379.67
85488894	04/22/2016	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		713.57
85488895	04/22/2016	SCHOOL OUTFITTERS.COM	01-4300		168.07

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Checks Dated 04/22/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85488896	04/22/2016	SCHOOL STEPS, INC.	01-5800		360.00
85488897	04/22/2016	SIERRA OFFICE SUPPLIES &	01-4300		430.64
85488898	04/22/2016	VALLEY POWER SYSTEM INC	01-4300		212.66
85488899	04/22/2016	WESTERN PSYCHOLOGICAL SERVICES	01-4300		102.03
Total Number of Checks			73		<u>66,738.47</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	63	57,508.63
11	Adult Education Fund	1	4.32
13	Cafeteria Fund	9	8,372.06
21	Building Fund #1	1	924.20
25	Capital Facilities Fund	1	348.58
Total Number of Checks		73	67,157.79
Less Unpaid Sales Tax Liability			419.32-
Net (Check Amount)			<u>66,738.47</u>

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

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Checks Dated 04/15/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85487353	04/15/2016	AT&T	01-5560		19.20
85487354	04/15/2016	CITY OF LINCOLN	01-5540	5,545.41	
			01-5550	2,359.75	
			01-5570	9,944.52	17,849.68
85487355	04/15/2016	CITY OF LINCOLN / PG&E REIMB	01-5510		1,912.43
85487356	04/15/2016	PACIFIC GAS & ELECTRIC CO	01-5510		48,996.62
85487357	04/15/2016	SPURR	01-5530		17,289.65
85487358	04/15/2016	CROWN DISTRIBUTING INC.	13-4380		792.15
85487359	04/15/2016	DANIELSEN COMPANY	13-4380	176.44	
			13-4710	3,925.06	
			Unpaid Sales Tax	2.32-	4,099.18
85487360	04/15/2016	DISCOUNT SCHOOL SUPPLY	01-4300		747.78
85487361	04/15/2016	EARTHGRAINS BAKING CO INC	13-4710		616.41
85487362	04/15/2016	GOLD STAR FOODS, INC	13-4710		3,835.79
85487363	04/15/2016	PIZZA GUYS	13-4710		1,696.13
85487364	04/15/2016	STATE BOARD OF EQUALIZATION	01-4300		73.35
85487365	04/15/2016	TRINITY FRESH	13-4710		1,550.16
85487366	04/15/2016	Cecilia Bombard	01-4300		19.18
85487367	04/15/2016	Annie Z. Brothers	01-4300		17.43
85487368	04/15/2016	Cynthia A. Cygan	01-4300		31.98
85487369	04/15/2016	Kent C. Cygan	01-4300		99.99
85487370	04/15/2016	Alexis K. Dodge	01-5800		100.00
85487371	04/15/2016	Gina M. Ford	01-4100		100.29
85487372	04/15/2016	Jennifer C. Hladun	01-4300		12.24
85487373	04/15/2016	Philip W. Otte	01-5300		130.00
85487374	04/15/2016	AIRGAS	01-4300		72.17
85487375	04/15/2016	APPLE INC.	01-4400		517.93
85487376	04/15/2016	ARBOR SCIENTIFIC	01-4300	990.16	
			01-4400	525.66	
			Unpaid Sales Tax	102.44-	1,413.38
85487377	04/15/2016	B&H PHOTO VIDEO	01-4300	221.35	
			Unpaid Sales Tax	15.45-	205.90
85487378	04/15/2016	BURKETT'S OFFICE	01-4300		4,485.72
85487379	04/15/2016	CARROT-TOP INDUSTRIES	01-4300	65.26	
			Unpaid Sales Tax	3.90-	61.36
85487380	04/15/2016	CDW GOVERNMENT INC	01-4300		532.66
85487381	04/15/2016	CLEMENTINE PHOTO BOOTHS LLC	01-5600		369.50
85487382	04/15/2016	DISCOUNT SCHOOL SUPPLY	01-4300		229.03
85487383	04/15/2016	ENCORE DATA PRODUCTS, INC.	01-4300		427.85
85487384	04/15/2016	FAR WEST RENTS & READY MIX	01-5600		55.00
85487385	04/15/2016	FLINN SCIENTIFIC INC	01-4300		788.79
85487386	04/15/2016	FOLLETT SCHOOL SOLUTIONS, INC.	01-4300		468.72
85487387	04/15/2016	FORESTRY SUPPLIERS INC	01-4300	5,850.89	
			Unpaid Sales Tax	408.21-	5,442.68
85487388	04/15/2016	GOPHER SPORT	01-4300		1,343.48
85487389	04/15/2016	GROTH MUSIC	01-4300	291.78	
			Unpaid Sales Tax	18.32-	273.46

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Checks Dated 04/15/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85487390	04/15/2016	JENNIFER HARNEY - DBA TRUE LIFE PHOTOGRAPHY	01-5800		200.00
85487391	04/15/2016	LAKESHORE LEARNING MATERIALS	01-4300		199.62
85487392	04/15/2016	LINCOLN HIGH SCHOOL	01-5800		282.00
85487393	04/15/2016	LOWE'S	01-4300		256.55
85487394	04/15/2016	MIKALAI KALMAN	01-5800		2,944.48
85487395	04/15/2016	MJB WELDING SUPPLY, INC.	01-4300		355.00
85487396	04/15/2016	NASCO MODESTO	01-4300		658.93
85487397	04/15/2016	OFFICE DEPOT	01-4300		1,073.88
85487398	04/15/2016	ORIENTAL TRADING COMPANY INC	01-4300	192.43	
			Unpaid Sales Tax	12.03-	180.40
85487399	04/15/2016	PACIFIC ENVIRONMENTAL	01-5800		14,800.00
85487400	04/15/2016	PITNEY BOWES CREDIT CORP ACCOUNT #16271873867	01-4300	197.33	
			01-5600	156.41	353.74
85487401	04/15/2016	PLACER FARM SUPPLY	01-4300		89.75
85487402	04/15/2016	POSTMASTER / TBMS	01-4300		705.00
85487403	04/15/2016	RAY MORGAN CO. / CHICO	01-5600		287.00
85487404	04/15/2016	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540		549.00
85487405	04/15/2016	SCANTRON CORPORATION	01-4300		229.42
85487406	04/15/2016	SCHOOL APPTITUDE	01-5800		1,496.00
85487407	04/15/2016	SCHOOL LIFE A DIVISION OF IMAGESTUFF.COM	01-4300		341.79
85487408	04/15/2016	SCHOOL OUTFITTERS.COM	01-4400		770.12
85487409	04/15/2016	SCHOOL SPECIALTY INC	01-4300		445.74
85487410	04/15/2016	SCHOOLMASTERS SAFETY	01-4300	417.58	
			Unpaid Sales Tax	25.16-	392.42
85487411	04/15/2016	SIERRA HAY & FEED	01-4300		289.83
85487412	04/15/2016	SIERRA OFFICE SUPPLIES &	01-4300		65.27
85487413	04/15/2016	STAPLES ADVANTAGE	01-4300	8,105.76	
			13-4300	19.44	8,125.20
85487414	04/15/2016	SUPER 8 MOTEL	01-5200		383.60
85487415	04/15/2016	WARD'S NATURAL SCIENCE	01-4300		225.68
85487416	04/15/2016	WESTERN TOOL SUPPLY	01-4300		416.66
85487417	04/15/2016	Brooke A. Barker	01-5200		30.51
85487418	04/15/2016	Therese M. Dorow	01-4300		216.01
85487419	04/15/2016	Jennifer C. Hladun	01-5200		210.30
85487420	04/15/2016	Rosemary Knutson	01-5200		16.20
85487421	04/15/2016	Tracey N. Lillie	01-4300	133.32	
			01-5200	44.28	
			11-5200	32.40	210.00
85487422	04/15/2016	A-Z BUS SALES INC	01-4365		104.62
85487423	04/15/2016	ADD SOME CLASS	01-4300		394.24
85487424	04/15/2016	ADI HONEYWELL INTERNATIONAL	01-4300		312.08
85487425	04/15/2016	ADVANCED INTEGRATED PEST	01-5800		2,436.00
85487426	04/15/2016	AIRGAS	01-4300		25.68

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Checks Dated 04/15/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85487427	04/15/2016	AVID CENTER	01-5200		10,875.00
85487428	04/15/2016	BARNES & NOBLE BOOKSTORES	01-4300		72.07
85487429	04/15/2016	BOYLE FUTURE TECHNOLOGY	01-4340	50.00	
			01-4365	42.97	92.97
85487430	04/15/2016	BUREAU OF EDUCATION & RESEARCH	01-5200		239.00
85487431	04/15/2016	BUS WEST - FRESNO	01-4365		519.07
85487432	04/15/2016	CDE - CALIF DEPT OF EDUCATION	12-8590		10,424.00
85487433	04/15/2016	CDW GOVERNMENT INC	01-4300	558.77	
			01-4400	1,050.94	1,609.71
85487434	04/15/2016	CITRUS HEIGHTS SAW & MOWER	01-4365		700.78
85487435	04/15/2016	CLIMATE CONTROL INC	01-4300		500.00
85487436	04/15/2016	CROSS COUNTRY EDUCATION	01-5200		439.98
85487437	04/15/2016	CRYSTAL BLUE PLUMBING HEATING & AIR	01-5600		4,732.00
85487438	04/15/2016	DECKER EQUIPMENT	01-4300		480.07
85487439	04/15/2016	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		957.83
85487440	04/15/2016	DISCOVERY OFFICE SYSTEMS	01-5600		126.47
85487441	04/15/2016	DUERR EVALUATION RESOURCES	01-5800		400.00
85487442	04/15/2016	EAGLE SOFTWARE DBA AERIES SOFTWARE INC.	01-5200		2,100.00
85487443	04/15/2016	EMMANOUEL ROZAKIS - DBA E. ROZAKIS RESTORATION	01-5600		3,750.00
85487444	04/15/2016	EXPANDING EXPRESSION	01-4300	269.08	
			Unpaid Sales Tax	17.18-	251.90
85487445	04/15/2016	FALLEN LEAF TREE SERVICE, INC.	01-5800		3,280.00
85487446	04/15/2016	FOLLETT LIBRARY RESOURCES	01-5800		633.18
85487447	04/15/2016	FOLLETT SCHOOL SOLUTIONS, INC.	01-4100		3,778.78
85487448	04/15/2016	GCR TIRES & SERVICE	01-4360		927.56
85487449	04/15/2016	GOLD COUNTRY MEDIA PUBLICATIONS	25-5800		131.20
85487450	04/15/2016	GRAINGER .	01-4300		206.82
85487451	04/15/2016	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		314.74
85487452	04/15/2016	HOLT OF CALIFORNIA	01-5600		657.85
85487453	04/15/2016	HORIZON	01-4300		786.36
85487454	04/15/2016	INDOOR ENVIRONMENTAL SERVICES	01-5600		382.50
85487455	04/15/2016	LAKESHORE LEARNING MATERIALS	01-4300		606.83
85487456	04/15/2016	LOWE'S	01-4300		2,031.76
85487457	04/15/2016	LPA INC.	01-5800	1,090.72	
			21-6210	1,200.00	
			25-6210	1,865.00	4,155.72
85487458	04/15/2016	MARY WILKIE - DBA WHEST KOAST PLUMBING	01-5600		11,427.50
85487459	04/15/2016	MASON CREST - NATIONAL HIGHLIGHTS, INC.	01-4300		532.07
85487460	04/15/2016	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		533.50

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Checks Dated 04/15/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85487461	04/15/2016	MAYER-JOHNSON LLC	01-4300	438.93	
			Unpaid Sales Tax	29.93-	409.00
85487462	04/15/2016	MCGRAW-HILL	01-4100		431.95
85487463	04/15/2016	MISSION UNIFORM SERVICE INC	01-4300	112.89	
			01-5800	1,997.21	2,110.10
85487464	04/15/2016	NORMAC	01-4300		235.30
85487465	04/15/2016	PCOE - PLACER CO OFFICE OF ED	01-5200		3,750.00
85487466	04/15/2016	PEC - PYRAMID EDUCATIONAL CONSULTANTS, INC.	01-5200		350.00
85487467	04/15/2016	PLATT ELECTRIC SUPPLY, INC.	01-4300		374.36
85487468	04/15/2016	POSTMASTER / SPECIAL ED.	01-4300		94.00
85487469	04/15/2016	RAY MORGAN CO. / CHICO	01-5600		26.27
85487470	04/15/2016	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-4300	1,105.06	
			01-5600	1,030.13	2,135.19
85487471	04/15/2016	ROBINSON GRADING & PAVING	01-5600		6,700.00
85487472	04/15/2016	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-4300	390.94	
			01-5600	91.84	482.78
85487473	04/15/2016	SAC VAL JANITORIAL SALES	01-4300		462.14
85487474	04/15/2016	SCHOOL OUTFITTERS.COM	01-4300		383.28
85487475	04/15/2016	SCHOOL SPECIALTY INC	01-5800		5,293.20
85487476	04/15/2016	SCHOOL TECH SUPPLY	01-4300		6,003.61
85487477	04/15/2016	SIERRA OFFICE SUPPLIES &	01-4300		453.21
85487478	04/15/2016	SIERRA SAFETY COMPANY INC	01-4300		96.75
85487479	04/15/2016	SITEONE LANDSCAPE SUPPLY	01-4300		306.61
85487480	04/15/2016	SLAKEY BROTHERS	01-4300		556.29
85487481	04/15/2016	STATE OF CALIFORNIA - DOJ	01-5821		96.00
85487482	04/15/2016	SUPER DUPER SCHOOL COMPANY	01-4300	270.85	
			Unpaid Sales Tax	18.90-	251.95
85487483	04/15/2016	SUTTER MEDICAL FOUNDATION	01-5800		216.00
85487484	04/15/2016	US BANK CORP TRUST SERVICE	49-5800		1,760.00
85487485	04/15/2016	VALLEY ROCK LANDSCAPE MTRL INC	01-4300		338.58
85487486	04/15/2016	WALLACE-KUHL & ASSOCIATES	21-5800		952.50
85487487	04/15/2016	WESTERN PLACER WASTE	01-5540		382.12
85487488	04/15/2016	ZOO-PHONICS	01-4300		389.35
Total Number of Checks			136		260,447.75

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	126	232,124.91
11	Adult Education Fund	1	32.40
12	Child Development Fund	1	10,424.00
13	Cafeteria Fund	7	12,611.58
21	Building Fund #1	2	2,152.50
25	Capital Facilities Fund	2	1,996.20
49	Mello Roos Capital Projects	1	1,760.00

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

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Checks Dated 04/15/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
Total Number of Checks			136	261,101.59	
Less Unpaid Sales Tax Liability				653.84-	
Net (Check Amount)				<u>260,447.75</u>	

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

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Checks Dated 04/08/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85486141	04/08/2016	JIVE COMMUNICATIONS, INC.	01-5560		265.17
85486142	04/08/2016	PACIFIC GAS & ELECTRIC CO	01-5510		968.42
85486143	04/08/2016	VERIZON WIRELESS	01-5560	948.95	
			13-5560	46.57	
			21-5560	36.57	1,032.09
85486144	04/08/2016	WAVE BROADBAND - ROCKLIN	01-5560		13,091.37
85486145	04/08/2016	Janet W. Bass	01-4300		67.95
85486146	04/08/2016	Scott A. Beatty	01-4400		749.21
85486147	04/08/2016	Angela M. Conway	01-4300		30.85
85486148	04/08/2016	Jaclyn M. Crook	01-4300		67.90
85486149	04/08/2016	Gina M. Ford	01-4300		56.06
85486150	04/08/2016	John S. Kovach	01-5200		65.75
85486151	04/08/2016	Stephanie C. Maul	01-4300		146.90
85486152	04/08/2016	Chris McKay	01-4300		750.18
85486153	04/08/2016	Belinda M. Silva	01-5200		75.60
85486154	04/08/2016	ACORN NATURALISTS	01-4300		556.77
85486155	04/08/2016	APPLE INC.	01-4300		820.85
85486156	04/08/2016	B&H PHOTO VIDEO	01-4300		2,903.94
85486157	04/08/2016	BARCO PRODUCTS COMPANY	01-4300	206.16	
			Unpaid Sales Tax	10.79-	195.37
85486158	04/08/2016	BRETFORD MANUFACTURING	01-4300		52.52
85486159	04/08/2016	CARROT-TOP INDUSTRIES	01-4300	81.03	
			Unpaid Sales Tax	4.88-	76.15
85486160	04/08/2016	CONSOLIDATED PLASTICS CO INC	01-4300	1,362.81	
			Unpaid Sales Tax	95.09-	1,267.72
85486161	04/08/2016	CURRICULUM ASSOCIATES INC.	01-4300		2,026.81
85486162	04/08/2016	DISCOVERY OFFICE SYSTEMS	01-4300		882.00
85486163	04/08/2016	FLINN SCIENTIFIC INC	01-4300		474.61
85486164	04/08/2016	Gold Discovery Park Assoc.	01-5800		534.00
85486165	04/08/2016	HAWKINS OFFICIATING SERVICE	01-5800		110.00
85486166	04/08/2016	INSECT LORE	01-4300		178.84
85486167	04/08/2016	JONES SCHOOL SUPPLY CO INC	01-4300	357.75	
			Unpaid Sales Tax	23.85-	333.90
85486168	04/08/2016	LINDA LOBUE DBA - RACE TO READ NOW, LLC	01-4300		1,075.00
85486169	04/08/2016	PLACER COUNTY MUSEUMS DIVISION	01-5800		960.00
85486170	04/08/2016	SACRAMENTO RIVERCATS	01-5800		1,700.00
85486171	04/08/2016	SCHOOL SPECIALTY INC	01-4300		412.16
85486172	04/08/2016	SIERRA HAY & FEED	01-4300		316.74
85486173	04/08/2016	WILLIAM A. SIDNEY JR - DBA SAC TOWN ZEBOPS	01-5600		162.00
85486174	04/08/2016	Abigail C. Castillo	01-4300	29.94	
			01-5200	179.82	209.76
85486175	04/08/2016	CROWN DISTRIBUTING INC.	13-4380		873.62
85486176	04/08/2016	D & P CREAMERY	13-4710		7,626.10
85486177	04/08/2016	DANIELSEN COMPANY	13-4380	165.19	
			13-4710	2,994.89	
			Unpaid Sales Tax	4.36-	3,155.72

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Checks Dated 04/08/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85486178	04/08/2016	EARTHGRAINS BAKING CO INC	13-4710		92.99
85486179	04/08/2016	GOLD STAR FOODS, INC	13-4710		3,708.19
85486180	04/08/2016	MISSION UNIFORM SERVICE INC	13-5800		916.10
85486181	04/08/2016	PIZZA GUYS	13-4710		1,772.24
85486182	04/08/2016	SYSCO SACRAMENTO	13-4380	346.72	
			13-4710	91.30	438.02
85486183	04/08/2016	TRINITY FRESH	13-4710		1,762.25
85486184	04/08/2016	Arguiles C. Caruncho	01-5800		247.50
85486185	04/08/2016	Kathleen F. Dano	01-5200		123.66
85486186	04/08/2016	Desiree L. Derouin-St John	01-5200		99.99
85486187	04/08/2016	Therese M. Dorow	01-5200		84.40
85486188	04/08/2016	Amanda Y. Gee	01-5200		108.00
85486189	04/08/2016	Barbara S. Morebeck	01-4300		57.91
85486190	04/08/2016	Katelynn A. Myers	01-5200		24.46
85486191	04/08/2016	Bonnie L. Pellow	01-5200		53.46
85486192	04/08/2016	Lauren M. Quinn	01-5200		410.36
85486193	04/08/2016	Jennifer T. Sperber	01-4300	43.52	
			01-5200	463.03	506.55
85486194	04/08/2016	A TOUCH OF UNDERSTANDING, INC	01-5800		1,000.00
85486195	04/08/2016	ANGELINA BROWN - DBA ANGEION CONSULTING	01-5800	2,500.00	
			25-5800	80.00	2,580.00
85486196	04/08/2016	ATKINSON ANDELSON LOYA RUUD & ROMO	01-5810		2,034.38
85486197	04/08/2016	AVID CENTER	01-5200		5,075.00
85486198	04/08/2016	BANK OF AMERICA #1801	01-4300	83.42	
			01-5200	1,209.25	1,292.67
85486199	04/08/2016	BOYS 2 MEN - GIRLS 2 WOMEN WELLS FARGO ACCT 4159376664	01-5800		15,730.00
85486200	04/08/2016	C.A.S.H. COALITION FOR	25-5200		1,848.00
85486201	04/08/2016	CALIF MUSIC EDUCATORS ASSOC	01-5200		85.00
85486202	04/08/2016	CAPITOL CLUTCH AND BRAKE INC	01-4365		187.50
85486203	04/08/2016	CAPITOL PUBLIC FINANCE GROUP	25-5800		1,525.00
85486204	04/08/2016	CAPSTONE	01-4100		30.23
85486205	04/08/2016	CASBO - CALIF ASSOC OF SCHOOL BUSINESS OFFICIALS	01-5200		60.00
85486206	04/08/2016	CDW GOVERNMENT INC	01-4300	475.78	
			01-4400	1,611.43	2,087.21
85486207	04/08/2016	CITRUS HEIGHTS SAW & MOWER	01-4400		864.00
85486208	04/08/2016	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		503.27
85486209	04/08/2016	DSA - DIVISION OF THE STATE ARCHITECT	21-6220		500.00
85486210	04/08/2016	EMMANOUEL ROZAKIS - DBA E. ROZAKIS RESTORATION	01-5800		63,450.00
85486211	04/08/2016	FAR WEST RENTS & READY MIX	01-5600		390.72
85486212	04/08/2016	FERGUSON ENTERPRISES #686	01-4300		71.60
85486213	04/08/2016	FOLLETT EDUCATIONAL SERVICES	01-4100		21,471.78
85486214	04/08/2016	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		541.71

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

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Checks Dated 04/08/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85486215	04/08/2016	HILLYARD / SACRAMENTO	01-4300		31.10
85486216	04/08/2016	IMPACT CONSTRUCTION SRVS INC	01-6200	18,537.05	
			25-6200	24,822.80	43,359.85
85486217	04/08/2016	J.W. PEPPER & SON INC	01-4100		104.19
85486218	04/08/2016	KRISTINE N CORN DBA SIERRA PEDIATRIC THERAPY CLINIC	01-5800		1,262.75
85486219	04/08/2016	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		10,089.90
85486220	04/08/2016	MEDICAB OF SACRAMENTO/SIERRA	01-5800		1,771.00
85486221	04/08/2016	MEDICAL BILLING TECHNOLOGIES	01-5800		495.85
85486222	04/08/2016	NAVIA BENEFIT SOLUTIONS	01-5800		154.00
85486223	04/08/2016	PCOE - PLACER CO OFFICE OF ED	01-7142		2,738.32
85486224	04/08/2016	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-4300		225.59
85486225	04/08/2016	SASS/Mestmaker Insurance	01-5800		409.80
85486226	04/08/2016	SIERRA FOOTHILLS ACADEMY	01-5800		24,693.09
85486227	04/08/2016	SIERRA OFFICE SUPPLIES &	01-4300		136.83
85486228	04/08/2016	SITEONE LANDSCAPE SUPPLY	01-4300		23.12
85486229	04/08/2016	UNITED RENTALS EXCHANGE, LLC	01-5600		1,053.65
85486230	04/08/2016	WARREN CONSULT ENGINEERS INC	21-6140		6,700.00
85486231	04/08/2016	WILCO SUPPLY	01-4300		1,228.41
85486232	04/08/2016	ZIEGELMANN'S REFRIGERATION	01-5600		3,023.20
Total Number of Checks				92	273,506.83

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	79	217,737.27
13	Cafeteria Fund	10	20,396.16
21	Building Fund #1	3	7,236.57
25	Capital Facilities Fund	4	28,275.80
Total Number of Checks		92	273,645.80
Less Unpaid Sales Tax Liability			138.97-
Net (Check Amount)			273,506.83

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

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Checks Dated 04/01/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85484763	04/01/2016	B&H PHOTO VIDEO	01-4300	18.98	
			01-4400	49.81	
			Unpaid Sales Tax	4.80-	63.99
85484764	04/01/2016	BALFOUR	01-4300		2,705.91
85484765	04/01/2016	EAGLE SOFTWARE DBA AERIES SOFTWARE INC.	01-5200		350.00
85484766	04/01/2016	INSIGHT SYSTEMS EXCHANGE	01-4300		372.88
85484767	04/01/2016	NATIONAL FFA	01-4300	767.77	
			Unpaid Sales Tax	48.91-	718.86
85484768	04/01/2016	NORTH STATE SPRING CONFERENCE	01-5200		249.00
85484769	04/01/2016	OFFICE DEPOT	01-4300		193.48
85484770	04/01/2016	ORIENTAL TRADING COMPANY INC	01-4300	60.78	
			Unpaid Sales Tax	3.55-	57.23
85484771	04/01/2016	PLACER TITLE COMPANY	21-6100		3,587,662.46
85484772	04/01/2016	SACRAMENTO RIVERCATS	01-5800		2,586.00
85484773	04/01/2016	SCHOOL SPECIALTY - PRMR AGNDA	01-4300		1,225.99
85484774	04/01/2016	STAPLES ADVANTAGE	01-4300	3,729.62	
			11-4300	112.62	
			13-4300	313.42	4,155.66
85484775	04/01/2016	TEACHERS PAY TEACHERS	01-4300		102.00
85484776	04/01/2016	WORLD CLASS MEDALS	01-4300	74.29	
			Unpaid Sales Tax	4.44-	69.85
85484777	04/01/2016	BERNARD FOOD INDUSTRIES	13-4710		588.84
85484778	04/01/2016	CROWN DISTRIBUTING INC.	13-4380		1,009.75
85484779	04/01/2016	DANIELSEN COMPANY	13-4380	81.44	
			13-4710	2,875.62	
			Unpaid Sales Tax	4.08-	2,952.98
85484780	04/01/2016	EARTHGRAINS BAKING CO INC	13-4710		519.52
85484781	04/01/2016	GOLD STAR FOODS, INC	13-4710		5,264.71
85484782	04/01/2016	GOLDEN STATE EQUIPMENT REPAIR	13-5600		179.76
85484783	04/01/2016	HEALTH-E MEAL PLANNER PRO	13-4300		1,640.00
85484784	04/01/2016	PIZZA GUYS	13-4710		3,427.15
85484785	04/01/2016	PLACER CO ENVIRONMENTAL HEALTH	13-5800		6,715.00
85484786	04/01/2016	TRINITY FRESH	13-4710		352.62
Total Number of Checks			24		3,623,163.64

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	13	12,486.51
11	Adult Education Fund	1	112.62
13	Cafeteria Fund	11	22,967.83
21	Building Fund #1	1	3,587,662.46
Total Number of Checks		24	3,623,229.42
Less Unpaid Sales Tax Liability			65.78-
Net (Check Amount)			3,623,163.64

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

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of Request Unpaid
Leave of Absence

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Gabriel Simon 
Assist. Superintendent, Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

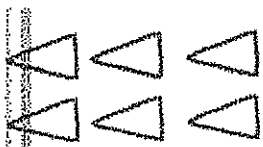
No

BACKGROUND:

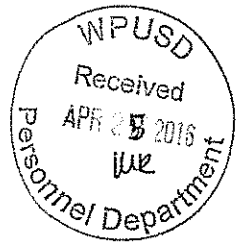
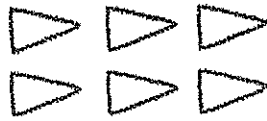
Karen Anderson, 8 hour School Secretary I at Creekside Oaks Elementary, is requesting unpaid leave of absence for her illness from May 26, 2016 to June 17, 2016.

RECOMMENDATION:

Administration recommends approval of unpaid leave of absence for the individual listed above.



Notes



April 21, 2016

Western Placer Unified School District
Attn: Personnel (916) 645-6348 fax
To whom it may concern:

Please accept this letter as my request
for unpaid leave beginning 05-26-16 to
06-17-16 due to my diagnosis of breast
cancer and ongoing chemotherapy.

Thank you very much for this consideration.

Karen Anderson

Karen Anderson

4/24/16

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Williams Uniform Quarterly
Complaint Report

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Scott Leaman,
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

One component of the Williams Settlement Legislation requires each district to submit a quarterly report to the County Superintendent and the Governing Board on the nature and resolution of complaints addressing insufficient instructional material, teacher vacancies and misassignments, and emergency or urgent facilities issues.

RECOMMENDATION:

Administration recommends the Board of Trustees approve the results of the Williams Uniform Complaint report.

Quarterly Report on Williams Uniform Complaints
[Education Code § 35186(d)(e)]

District: Western Placer Unified School

Person completing this form: Rosemary Knutson

Title: Secretary to the Superintendent

Quarterly Report Submission Date: ☒ April Due: April 30th
(Check one) ☐ July Due: July 31st
☐ October Due: October 31st
☐ January Due: January 31st

Date quarterly report was or will be reported publicly at a regularly scheduled board meeting: 5/3/16

- ☒ No complaints were filed with any school in the district or with a district official during the quarter indicated above.
- ☐ Complaints were filed with a school(s) in the district or with a district official during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	-0-	-0-	-0-
Teacher Vacancy or Misassignment	-0-	-0-	-0-
Facilities Conditions	-0-	-0-	-0-
CAHSEE Intensive Instruction & Services	-0-	-0-	-0-
TOTALS	-0-	-0-	-0-

Scott Leaman

Print Name of District Superintendent

April 28, 2016

Signature of District Superintendent

Date

Please submit to: Suzie Arcuri, Executive Assistant to the County Superintendent of Schools
Placer County Office of Education
360 Nevada Street, Auburn, CA 95603
(530) 889-5941 / Fax: (530) 886-5841

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Ratify Contract between Capitol Public
Finance Group and Western Placer Unified
School District – TRAN Debt Issuance Services

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick, 
Assistant Superintendent of Business & Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

General Funds

MEETING DATE:

May 03, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

The District currently is in contract with Capital Public Finance Group for financial advisor serviced. As part of the recent Municipal Advisor rules a separate contract must be made for the issuance of debt. This contract is specifically for municipal security issuance services of the 2016 Tax Revenue Anticipation Notes (TRAN) debt issuance in the 2016-17 fiscal year. The cost for services will be \$195 per hour with a total cost not to exceed \$9,750 and will be paid from General Fund sources.

RECOMMENDATION:

Administration recommends Board ratify the contract with Capitol Public Finance Group and Western Placer Unified School District for municipal security issuance services of the 2016 Tax Revenue Anticipation Notes (TRAN) debt issuance.

**AGREEMENT FOR
PROFESSIONAL SERVICES
BETWEEN
WESTERN PLACER UNIFIED SCHOOL DISTRICT
AND
CAPITOL PUBLIC FINANCE GROUP**

1. Parties and Date.

This Agreement ("Agreement") is made and entered into this **21st day of April, 2016**, by and between **WESTERN PLACER UNIFIED SCHOOL DISTRICT** (the "District") and **CAPITOL PUBLIC FINANCE GROUP** ("Consultant") (collectively referred to as the "Parties" and each individually as the "Party").

2. Recitals.

2.1 **Consultant.** Consultant is a professional consultant, experienced and properly certified/licensed to provide the professional services described herein, and is familiar with the plans of the District.

3. Terms.

3.1 Scope of Services, Qualifications and Term.

(a) General Scope of Services. Consultant promises and agrees to furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional services, as more particularly described in the scope of work proposal and fee schedule set forth in **Exhibit "A"** attached hereto and incorporated herein by reference (collectively "Services"). All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

(b) Fiduciary Duty. In accordance with the Municipal Securities Rulemaking Board Proposed Rule 42, Consultant has provided a Conflict of Interest Disclosure as set forth in **Exhibit "B"**. Consultant shall provide the District with periodic updates of Exhibit "B" on an as-needed basis, including written disclosures of actual or pending conflicts of interests, legal or disciplinary actions, and flat or contingent fee arrangements associated with the issuance of municipal securities or financial products.

3.2 **Term.** The term of this Agreement shall be from the date first written above and shall continue until December 31, 2016, unless earlier terminated as provided herein. The Parties may mutually agree to extend this term by written amendment.

3.3 Responsibilities of Consultant.

(a) Control and Payment of Consultants and its Subordinates. The District retains Consultant on an independent contractor basis and Consultant is not an employee of the District. Any additional personnel performing the Services under this Agreement on behalf of

Consultant shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law including, but not limited to, the payment of prevailing wage, as applicable.

(b) Conformance to Applicable Requirements. All work prepared by Consultant is subject to the approval of the District and any and all applicable regulatory State agencies, and shall be the property of the District.

(c) Work Authorization/Task Order. Consultant shall obtain from the District a written work authorization for the Project prior to commencing any work or performing any Services under this Agreement. Such written work authorization shall reiterate Consultant's duties outlined herein and provide written confirmation of the specific Services, or portion thereof, to be performed, any applicable schedule requirements for such Services, as well as the agreed upon compensation to be provided for such Services consistent with the not to exceed fee set forth this Agreement.

(d) Coordination of Services. Consultant agrees to work closely with the District staff in the performance of Services and shall be available to the District's staff, consultants and other staff at all reasonable times.

(e) Standard of Care. Consultant shall perform all Services under this Agreement in a skillful, competent and timely manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all of Consultant's employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Consultant further represents that it, its employees and subcontractors or sub-consultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Any of Consultant's employees who are determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any of Consultant's employees who fail or refuse to perform the Services in a manner acceptable to the District, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

(f) Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services.

(g) Insurance. Consultant shall provide insurance in amount and type subject to the review and approval of the District. Consultant shall also provide District with the copies of its insurance policies prior to commencing work on the Project.

(h) Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of its employees and subcontractors appropriate to the nature of the Services and the conditions under which the Services are to be performed.

(i) Project Staffing. Consultant shall provide adequate staff and resources to facilitate all contractors' activity. Should Consultant fail to adequately staff a project, the District may, at its sole discretion, retain third party inspection services and back charge Consultant for all third party fees.

3.4 Fees and Payments.

(a) Compensation. Consultant shall receive compensation, including reimbursements, for all Services rendered under this Agreement for the not-to-exceed fees set forth in Exhibit "A" attached hereto and incorporated herein by reference consistent with the applicable Work Authorization. Consultant shall not be entitled to any compensation under this Agreement except as confirmed in such written Work Authorization. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

(b) Reimbursement of Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing in advance by the District.

(c) Payment of Compensation. Consultant shall submit to the District an itemized statement which indicates work completed and hours of Services rendered by Consultant. The District shall pay Consultant within a reasonable time and in accordance with this Agreement.

(d) Extra Work. At any time during the term of this Agreement, the District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any Services which are determined by the District to be necessary, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written supplemental work authorization from the District.

(e) Authority to Amend Agreement. As the authorized representative for the District for the purposes of binding the District to amendments to this Agreement, the Superintendent or his/her designee, may authorize and execute an amendment to this Agreement to add Services and/or increase the not-to-exceed fee by up to twenty-five percent if the Superintendent identifies an immediate need for such an amendment. All such amendments executed by the Superintendent shall be subject to ratification by the District's governing board.

3.5 Maintenance of Accounting Records. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of the District during normal business hours to examine, audit, and make transcripts or copies of such records and any

other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of four (4) years from the date of final payment under this Agreement.

3.6 General Provisions.

(a) Suspension of Services. The District may, in its sole discretion, suspend all or any part of Services provided hereunder without cost; provided, however, that if the District shall suspend Services for a period of ninety (90) consecutive days or more and in addition such suspension is not caused by Consultant or the acts or omissions of Consultant, upon rescission of such suspension, the compensation will be subject to adjustment to provide for actual costs and expenses incurred by Consultant as a direct result of the suspension and resumption of Services under this Agreement. Consultant may not suspend its service without the District's express written consent.

(b) Termination of Agreement.

(i) Grounds for Termination. The District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to the District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

(ii) Effect of Termination. If this Agreement is terminated as provided in this Section, the District may require Consultant to provide all finished or unfinished documents, data, programming source code, reports or any other items prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such documents and other information within fifteen (15) days of the request.

(iii) Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, the District may procure, upon such terms and in such manner as it may determine appropriate, services similar or identical to those terminated.

(c) Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

CAPITOL PUBLIC FINANCE GROUP
2436 Professional Drive, Suite 300
Roseville, CA 95661
Tel.: (916) 641-2734
Fax: (916) 921-2734

Attn: **Christopher Terry, Managing Partner**

DISTRICT:

WESTERN PLACER UNIFIED SCHOOL DISTRICT

600 Sixth Street, Suite 400

Lincoln, CA 95648

Attn: Audrey Kilpatrick, Assistant Superintendent of Business Services and Operations

Such notice shall be deemed made when personally delivered to the address set forth above, or forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed as set forth above. Delivery of notice may also be made by overnight mail with proof of delivery; by facsimile with proof of transmission; or by email if receipt is acknowledged by the recipient of the email notice. Notice shall be deemed adequate on the date actual notice occurred, regardless of the method of service.

(d) Mediation. Disputes arising from this Agreement may be submitted to mediation if mutually agreeable to the Parties hereto. The type and process of mediation to be utilized shall be subject to the mutual agreement of the Parties.

(e) Ownership of Materials and Confidentiality.

(i) All materials and data, including but not limited to, data on magnetic media and any materials and data required to be made or kept pursuant to federal, state or local laws, rules or regulations, prepared or collected by Consultant pursuant to this Agreement, shall be the sole property of the District, except that Consultant shall have the right to retain copies of all such documents and data for its records. The District shall not be limited in any way in its use of such materials and data at any time, provided that any such use not within the purposes intended by this Agreement shall be at the District's sole risk and provided that Consultant shall be indemnified against any damages resulting from such use, including the release of this material to third parties for a use not intended by this Agreement.

(ii) All such materials and data shall be provided to the District, or such other agency or entity as directed by District or required by law, rule or regulation, immediately upon completion of the term of this Agreement as directed by the District. Should the District wish to obtain possession of any such materials or data during the term of this Agreement, it shall make its request in writing. Such information shall be provided to the District within forty-eight (48) hours of its request.

(f) Indemnification. To the fullest extent permitted by law, Consultant shall defend (with counsel of the District's choosing), indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys' fees and

other related costs and expenses. Consultant shall reimburse the District and its officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials officers, employees, agents, or volunteers.

(g) Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

(h) Governing Law. This Agreement shall be governed by the laws of the State of California. Any action brought to enforce the terms of this Agreement shall be brought in a state or federal court located in the County of Placer, State of California.

(i) Time of Essence. Time is of the essence for each and every provision of this Agreement.

(j) The District's Right to Employ Other Consultants. The District reserves right to employ other consultants in connection with this Project. However, Consultant shall be the exclusive consultant for purposes of the Services as noted within this Agreement, unless terminated as provided herein.

(k) Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties, and shall not be assigned by Consultant without the prior written consent of the District.

(l) Amendments. This Agreement may not be amended except by a writing signed by the District and Consultant.

(m) Severability. If any section, subsection, sentence, clause or phrases of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

(n) Interpretation. In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

(o) Conflict of Interest. For the term of this Agreement, no member, officer or employee of the District, during the term of his or her service with the District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

(p) Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment,

upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of the District's Minority Business Enterprise program, if any, or other related programs or guidelines currently in effect or hereinafter enacted.

(q) Fingerprinting Requirements. Consultant hereby acknowledges that, if applicable, it is required to comply with the requirements of Education Code Section 45125.1 with respect to fingerprinting of employees who may have contact with the District's pupils. The Consultant shall also ensure that its consultants on the Project also comply with the requirements of Section 45125.1. If required by Education Code Section 45125.1, the Consultant must provide for the completion of a Fingerprint Certification form, in the District's required format, prior to any of the Consultant's employees, or those of any other consultants, coming into contact with the District's pupils. Consultant further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code Section 45125 et seq., and will comply with any such requirements.

(r) Non-Waiver. None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is expressly specified in writing.

(s) Drug/Tobacco-Free Facilities. All District facilities are drug and tobacco-free facilities. Any drug and/or tobacco use (smoked or smokeless) is prohibited at all times on all areas of the District facilities.

(t) Board Approval Required. This Agreement shall not be binding nor take effect unless approved or ratified by the District Board of Education. Any amendments, except as required by law, to this Agreement shall require Board approval or ratification.

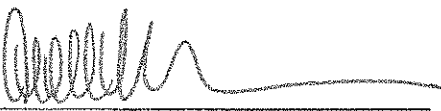
(u) Exhibits and Recitals. All Exhibits and Recitals contained herein are hereby incorporated into this Agreement by this reference.

(v) Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one agreement. Copies of signatures shall have the same force and effect as original signatures.

(w) Authority to Execute. The persons executing this Agreement on behalf of their respective Parties represent and warrant that they have the authority to do so under law and from their respective Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their authorized officers as of the day, month and year first written above.

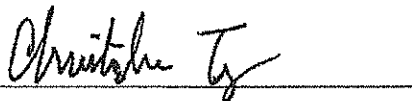
**WESTERN PLACER UNIFIED SCHOOL
DISTRICT**

By: 

Name: Audrey Kilpatrick

Title: Assistant Superintendent, Business &
Operations

**CAPITOL PUBLIC FINANCE GROUP,
LLC**

By: 

Name: Christopher Terry

Title: Managing Partner

EXHIBIT "A"
Scope of Work and Fee Schedule

Capitol Public Finance Group will provide the following, on an as needed basis, as specified by and at the direction of the District, general financial planning and advisory services to the District which include but are not limited to the following:

Municipal Security Issuance Services

- 2016 Tax and Revenue Anticipation Notes

In consideration of consulting services provided, Western Placer Unified School District will pay Capitol Public Finance Group an hourly rate of \$195, billed on a monthly basis up to a maximum amount of \$9,750. In accordance with Section 3.1(b), flat or contingent fee arrangements will be mutually agreed upon concurrently with the scope of work to be provided.

EXHIBIT "B"
MSRB Rule G-42 Supplement

MSRB Rule G-42 Supplement

Conflict of Interest Disclosure Western Placer Unified School District

As of April 21, 2016

As part of the fiduciary duty Municipal Advisors owe to their clients, Capitol PFG is providing this supplement to advise you of actual or potential conflicts of interest. Capitol PFG is identifying actual or potential conflicts of interest or material disclosures by marking the relevant conflict in the boxes below; providing a brief explanation of the nature, implications and potential consequences of each conflict; and providing an explanation of how Capitol PFG will manage or mitigate the conflict.

- ☐ any actual or potential conflicts of interest of which it is aware after reasonable inquiry that could reasonably be anticipated to impair its ability to provide advice to or on behalf of the client in accordance with its fiduciary duty to municipal entity clients
- ☐ any affiliate of the municipal advisor that provides any advice, service, or product to or on behalf of the client that is directly related to the municipal advisory activities to be performed by the disclosing municipal advisor
- ☐ any payments made by the municipal advisor, directly or indirectly, to obtain or retain an engagement to perform municipal advisory activities for the client
- ☐ any payments received by the municipal advisor from a third party to enlist the municipal advisor's recommendation to the client of its services, any municipal securities transaction or any municipal financial product
- ☐ any fee-splitting arrangements involving the municipal advisor and any provider of investments or services to the client
- ☐ any conflicts of interest arising from compensation for municipal advisory activities to be performed that is contingent on the size or closing of any transaction as to which the municipal advisor is providing advice
- ☐ any other engagements or relationships of the municipal advisor that could reasonably be anticipated to impair the municipal advisor's ability to provide advice to or on behalf of the client in accordance with its fiduciary duty to municipal entity clients
- ☒ Capitol PFG has determined, after exercising reasonable diligence, that it has no known material conflicts of interest that would impair its ability to provide advice to the Western Placer Unified School District in accordance with its fiduciary duty to the District. To the extent any such conflicts of interest arise after the date of this Agreement, Capitol PFG will provide information with respect to such conflicts in the form of a written supplement to this Agreement.
- ☐ any legal or disciplinary event that is material to the Western Placer Unified School District's evaluation of Capitol PFG or the integrity of its management or advisory personnel

Copies of Capitol PFG filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Capitol Public Finance Group, LLC or for our CIK number which is 0001614042. There have been no material changes to the legal or disciplinary events that Capitol PFG has disclosed to the SEC.

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

DISTRICT GLOBAL GOALS

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


SUBJECT:

Ratification of Contract with
Read Naturally and
Lincoln Crossing Elementary School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent of
Business and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Bray Donation/MAA

MEETING DATE:

May 3rd, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is for services with Read Naturally and Lincoln Crossing Elementary School. The services include a series that develops fluency, supports vocabulary development, and promotes comprehension using the powerful, research-based Read Naturally Strategy in a print/CD format. The cost of these services is \$2,270.40 and will be paid with the Bray donation and MAA.

RECOMMENDATION:

Administration recommends that the Board ratify the contract agreement between Read Naturally and Lincoln Crossing Elementary School.



Read Naturally Copyright Exception Agreement

This agreement dated May 21, 2016 between Read Naturally, Inc., (hereafter RNI) and Western Placer Unified School District (hereafter SCHOOL) authorizes, with limitations, SCHOOL to transfer the audio content of the Read Naturally Masters Edition (hereafter RNME) and/or Read Naturally Encore Edition (hereafter RNEE) audio CDs to digital audio players. This is an exception to the original copyright policy agreed to by SCHOOL upon purchase of the RNME and/or RNEE product.

Complete and sign this form, and then fax it to RNI. RNI will then sign the form and fax it back to you.

Limitations

1. SCHOOL may only transfer the audio content from an RNME and/or RNEE audio CD to a maximum of 12 digital audio players. If SCHOOL desires to have RNME and/or RNEE audio content on more than 12 digital audio players, then SCHOOL agrees to purchase additional sets of RNME and/or RNEE.
2. SCHOOL may only leave RNME and/or RNEE audio files on a hard drive owned by and under the supervision of SCHOOL. SCHOOL may not store RNME and/or RNEE audio files on any medium that is not on SCHOOL property.
3. SCHOOL will take reasonable precautions to ensure that the RNME and/or RNEE audio files are not accessible by anyone other than employees of SCHOOL.
4. Once SCHOOL has transferred audio files from the RNME and/or RNEE audio CDs, SCHOOL agrees to remove RNME and/or RNEE audio CDs from use by students. SCHOOL may not use the same audio files on both a digital audio-playing device as well as the RNME and/or RNEE audio CDs.

Termination

1. This agreement will terminate immediately if SCHOOL is not in compliance with above limitations.
2. If SCHOOL remains in compliance with this agreement, then the agreement will last for a period of two years from the date of this agreement. SCHOOL may request a new agreement at that time.

Miscellaneous

1. RNI reserves the right to audit SCHOOL to ensure that SCHOOL is in compliance with entire agreement. RNI may conduct this audit with internal personnel or outside personnel contracted by RNI and at RNI's expense.
2. RNI reserves all rights to its intellectual property not specifically discussed in this agreement.

Agreed to by the following:

Read Naturally, Inc., (RNI) Representative

Name (printed): _____

Signature: _____

Title: _____

Date: _____

SCHOOL Representative

Name (printed): Audrey Kilpatrick

Signature: [Signature]

School Name: Lincoln Crossing Elementary

School Address: 635 Groveland Ln

City, State: Lincoln, CA

Zip Code: 95648

Fax: 916-434-5261

Title: Asst Supt of Business Svs and Operations

Date: 4/21/16

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Ratification of Contract with Brower Mechanical -
HVAC Services – Lincoln High School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent of Business
Services and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

Redevelopment Funds – General Fund

MEETING DATE:

May 3rd, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

The attached contract is for services with Brower Mechanical for reconfiguration of specific HVAC areas in the Lincoln High School Administration Building. The services will include repair and relocation of ductwork for the Counselor's Office. The cost of the services will be \$1,867.00 and will be funded with the Redevelopment Fund.

RECOMMENDATION:

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

BROWER MECHANICAL, INC.

HEAT • AIR • REFRIGERATION • RESIDENTIAL • COMMERCIAL • INDUSTRIAL

4060 Alvis Court • Rocklin CA 95677
916-624-0808 • 916-388-0808 • FAX 916-632-1114
License #686451

Western Placer Unified School Dist.
790 J st
Lincoln CA 95648

April 16, 2016

Re: Relocate Ductwork

Listed below is the scope of work to repair and relocate ductwork for the Counselors office

Scope of work

- Add One (1) 8 inch return duct from the existing office to the new office
- Add One (1) 8 inch supply duct from the existing office to the new office
- Provide and Install new T-bar mod core supply register
- Provide and Install new T-bar return grill
- Install new volume damper where required
- Provide comfort Air Balance
- Clean area of work area to customer satisfaction

Services not included:

- Any and all items not included in the scope or work
- Mechanical, Electrical or Structural Engineering.
- Permits or Fees
- Low voltage and or controls
- Condition of existing ducting
- Overtime or after hours work
- Hers testing

Project Amount: \$ 1,867.00

Payment Terms: Net 30 from the date of invoice

Respectfully submitted by,

Todd Tverberg

Accepted By: _____

Title: _____

Date: _____

BROWER MECHANICAL, INC.

HEAT • AIR • REFRIGERATION • RESIDENTIAL • COMMERCIAL • INDUSTRIAL

4060 Alvis Court • Rocklin CA 95677
916-624-0808 • 916-388-0808 • FAX 916-632-1114
License #686451

General Conditions

1. Brower Mechanical Inc. herein referred to as "BMI", Shall deliver all materials necessary to perform the service detailed in our scope of work. The following outline describes the services that are subject to the following General Conditions.
2. BMI shall not be liable for the cost of removal or disposal of any hazardous materials or any cost associated with these materials.
3. BMI shall not be responsible for the cost of service to, or the replacement of equipment, materials, labor as a direct or indirect result of improper operation, negligence, vandalism or alterations modifications, abuse, misuse, malicious mischief, accidents, or any causes(s) beyond the BMI's reasonable control.
4. Pricing is good for Thirty (30) days from the date of proposal..
5. BMI shall have the right to stop work if any payment shall not be made to BMI under this agreement, on a timely basis.
6. If the owner should default in any of their obligations under this agreement, BMI shall have the right to recover, as damages, at BMI's option, either the reasonable value of work performed by BMI.
7. All disputes hereunder by the Contractor or by the Owner shall be resolved by binding arbitration in accordance with rules of the American Arbitration Association and the prevailing party shall be entitled recover from the other all cost and attorney fees as a result thereof.
8. Any services required beyond those provided in this agreement will be brought to your attention and will be billed on a time and material basis.
9. BMI shall be excused for delay in completion of the contract and shall not be liable for the loss of or damage to air conditioning equipment caused by natural disasters, acts of the owner or the owner's agent, employee or independent contractor, stormy weather, labor trouble, acts of public utilities, public bodies, or inspectors, extra work, transportation conditions, materials shortages, or damages attributable to additions, alterations, adjustments, or repairs, made by other contingencies unforeseen by BMI and beyond the reasonable control of BMI.

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

DISTRICT GLOBAL GOALS

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3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Approval for Out of State Travel

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Susan Watkins 
Director of Special Education

ENCLOSURES:

Yes

DEPARTMENT:

Special Education

FINANCIAL INPUT/SOURCE:

Medi-Cal Funds

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

District OT Gina Robinson is requesting out of state travel to an OT conference in Oregon. Gina has researched future conferences, this conference will not be held again in California until 2018. Rarely is there a conference that addresses assessment, goal setting and treatment in one conference. Gina will pay for her hotel and airfare to and from the conference.

RECOMMENDATION: Administration recommends Board approve the out of state travel for Gina to attend Is it Sensory? Or is it Behavior? In Oregon on September 23rd and 24th, 2016.

Western Placer Unified School District

Request for Expenditure of Medi-Cal Funds

Date: 3/28/2016 Requestor: Gina Robinson, OTR/L

Requester's Email Address: GDomenci@wpusd.k12.ca.us

Site: ECAT/district wide Program: Special Education

Check one ☐ Please consider at Medi-Cal Collaborative meeting (most proposals fall under this category)
☒ Please consider for pre-approval (special rules apply)

1. Proposal (brief synopsis):

I am requesting to attend a workshop that will focus on the underlying causes of challenging behavior that impact performance and behaviors in the classroom.

2. Total Amount of Funds Requested (must include shipping and tax): \$575

3. Number of Students Affected: _____ (Use whole number)

4. Please List Other Sources of Funding Attempted:

OT budget. OT's do not get lottery or site funds or any PTO donations.

5. Description of Proposal (proposal rationale and details regarding student benefits):

OT's work closely with students who have difficulty in the classroom. Teachers and behaviorists rely on OT's to address disorders that impact social skills and school performance. This workshop will teach therapists how to differentiate between the sensory processing problems and the behavioral/emotional problems in order to develop an integrated approach to intervention when working with school age children. Collaborative and consultative approaches will be highlighted to promote function, participation and engagement as part of the treatment strategies.

6. Requirements (incomplete proposals will be returned): Course - \$435
lunch/dinner - \$45 x 2 days = \$90
Transportation - \$50 (cab/shuttle)

If conference – complete and attach conference registration form and itinerary

If purchase – complete and attach Purchase Order Request Form along with attachments

If Technology – need Director of Technology's signature

Requester's Signature: Gina Robinson Date: 3/28/16

Site Administrator's Signature: _____ Date: _____

Director of Technology's Signature: Susan Watkins Date: 4-13-16

MCC Meeting Date: _____ Office Use Only
☐ Approved \$ _____ ☐ Denied
-or-

Susan Watkins Date 4-13-16
Susan Watkins per Medi-Cal Collaborative pre-approval

* I will pay for air fare + hotel

REGISTRATION

\$435 fee. (Group rate 3 or more must be mailed/faxed together) \$410 each. Deadline for registration is two weeks prior to course. Registration will be accepted after deadline on a space available basis. Cancellation will be accepted until that deadline, minus an administration fee of \$75. **NO REFUNDS AFTER DEADLINE.**

Please make check payable and return to:

Education Resources, Inc.
266 Main St., Suite 12 • Medfield, MA 02052
(508) 359-6533 or 800-487-6530 (outside MA)
FAX (508) 359-2959
www.educationresourcesinc.com

Limited enrollment

Sensory Behavior/Dickson

NAME Gina Robinson
ADDRESS 603 Hansen Pl
CITY/STATE/ZIP Lincoln CA 95048
PHONE (H) 916-645-1294 PHONE (W) _____
PHONE (C) 916-626-2388

Needed in the event of an emergency scheduling change

EMAIL Gina.D.73@gmail.com

Please clearly print your email address for course confirmation

EMPLOYER Western Placer Unified School District

DISCIPLINE OTR SPECIALTY Schools

HOW DID YOU HEAR OF THIS COURSE On-line

☒ **ERI Rewards.** I am registering for my 4th course since January 2006 and applying \$100 credit to the tuition. May not be combined with any other credit.

Please indicate course location:

☐ Mar/KY ☐ Apr/CA ☐ May/IA
☐ Aug/NJ ☒ Sep/OR ☐ Oct/TN ☐ Nov/CT

Education Resources, Inc. reserves the right to cancel any course due to insufficient registration or extenuating circumstances. Please do not make non-refundable travel arrangements until you have called us and received confirmation that the course will be held. We are not responsible for any expenses incurred by participants if the course must be cancelled.

☒ I have read your refund policy above and understand.

Cardholder's name & billing address with zip code if different from above.

Amount to be charged _____

Signature _____


I hereby authorize you to charge my: ☐ VISA ☐ MC ☐ DISCOVER

Exp. Date _____ CVV2 code _____
(last 3 digits on back of card)

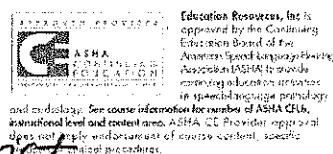
CREDITS

This course meets the criteria for 13 contact hours (1.3 CEU's). Application has been made to the NJ Board of Physical Therapy Examiners the PA State Board of Physical Therapy and the TN Physical Therapy Association. The OR Board of Physical Therapy recognizes other Board's approvals. ERI is an approved agency by the PT Board of CA. Approved by the KY Physical Therapy Association - Intermediate Level.

NY - Approved provider of 15.6 contact hours by the NY State Board of Physical Therapy.

 Approved provider of continuing education by the American Occupational Therapy Association #3043, for 13 contact hours - Intermediate Level Occupational Therapy Process: evaluation, intervention. The assignment of AOTA CEU's does not imply endorsement of specific course content, products or clinical procedures by AOTA.

NBCOT professional development provider-13 PDU's.



This course is offered for up to 1.3 ASHA CEUs (Intermediate level, Professional area).

ASHA's position on AIT is that it has not been shown to meet scientific standards for efficacy that would currently justify its usage

LOCATION & ACCOMMODATIONS

Please visit our website for a listing of suggested hotels

March 11-12, 2016 - Kentucky
Shriner's Hospital for Children, Lexington, KY

April 9-10, 2016 - California
Can Do Kids, Los Angeles, CA

May 20-21, 2016 - Iowa
ChildServe Training Center, Johnston, IA

August 26-27, 2016 - New Jersey
Children's Specialized Hospital, New Brunswick, NJ

September 23-24, 2016 - Oregon
Good Samaritan Hospital, Portland, OR

October 21-22, 2016 - Tennessee
LeBonheur Children's Hospital, Memphis, TN

November 12-13, 2016 - Connecticut
Connecticut Children's Medical Ctr, Hartford, CT

Is it Sensory ?

Or Is it Behavior?

Assessment and Intervention Tools for OT's, PT's and SLP's

Evidence based approach to:

Autism • Anxiety • ADHD

Mood Swings • NVLD



Debra Dickson

March 11-12, 2016 - Lexington, KY
April 9-10, 2016 - Los Angeles, CA
May 20-21, 2016 - Johnston, IA
August 26-27, 2016 - New Brunswick, NJ
September 23-24, 2016 - Portland, OR
October 21-22, 2016 - Memphis, TN
November 12-13, 2016 - Hartford, CT

Sponsored by



Education Resources, Inc.

Relevant Continuing Education for Therapists by Therapists

www.educationresourcesinc.com
(508) 359-6533 or (800) 487-6530 (outside MA)

COURSE DESCRIPTION

This workshop will focus on the underlying causes of challenging behavior that impact performance and functional outcomes. Clinicians will learn how to differentiate between the sensory processing problems and the behavioral/emotional problems in order to develop an integrated approach to intervention. We will specifically address visual and vestibular processing disorders that impact social skills and school performance as the key to designing effective, integrated treatment for improved sensory processing, motor skills and behavior.

This course will create a paradigm shift and give participants a "new lens" with which they can assess clients. Participants will learn to assess the subtle motor and sensory deficits that may be contributing to attention, learning, motor and behavioral challenges, and most importantly, will learn concrete contextual strategies as well as treatment techniques to apply immediately. Collaborative and consultative approaches will be highlighted to promote function, participation and engagement.

Patient Population: Autism, PDD, Developmental Delays, Sensory Processing Disorders and ADHD Infancy through Adult.

FACULTY

An accomplished lecturer, Debra Dickson is a pediatric physical therapist, owner of TherapyWorks Pediatrics LLC in CT and creator of the clinically acclaimed BEAR HUG vest. Ms. Dickson is NDT certified in pediatrics and has a strong background in sensory processing, nutrition and immune function as they relate to children with developmental disabilities. Together with Anne Buckley-Reen, she developed a program for therapists entitled "The Whole Child: S.A.N.E. Strategies for Success." They are currently co-authoring "The Whole Child Handbook," which incorporates a multisystem approach to understanding developmental disorders and successful strategies for improving function. Ms. Dickson lectures both locally and nationally and sits on the professional advisory committees of several nonprofit agencies.

Disclosure: Financial: Debra Dickson receives a speaking fee from Education Resources for this course and she has a financial relationship with Southpaw Enterprises for the sale of Bear Hug, Sensory Snakes and Blankets. Non-Financial: She has no relevant non-financial relationships to disclose.

TESTIMONIALS

"Debra's course was well organized, packed with valuable information for assessment, goal setting and treatment. She has tapped into one of the missing links. I highly recommend this course." - Debbie Wilkinson

"I learned to look at familiar things through new lenses." - Joan Marnelock

SCHEDULE - DAY ONE

- 8:30-9:00 Registration/Continental Breakfast
- 9:00-10:30
 - Sensory Systems Development Birth-to-Adult
 - The Integrated Visual/Vestibular System: Its Role in Attention and Modulation
 - Visual/Vestibular/Auditory/Triad
 - Vestibulo-Postural Connections
 - Cerebellum, Bilateral Integration and Fluency
- 10:30-12:00
 - Motor Development as it relates to visual attention, learning and behavior
 - Bilateral Integration, Core tone/ strength and Visual Motor Skills
 - Role of the Visual/Vestibular system in Motor Development
 - Sensory-Motor Connections to Attention/ Arousal/Movement and Space/Time
 - With challenges such as impulsivity & difficulty with transitions.
 - VOR: The importance of the Vestibular Ocular Reflex in School and Social function, and how to identify deficits.
- 12:00-1:00 Lunch (on your own)
- 1:00-3:00
 - "He knows better" Understanding Cognitive and Sensory Neurological discrepancies that impact behavior
 - Identifying Sensory-motor and visual-motor challenges impacting function
 - Working with Behavioral Optometrists for improved functional outcomes
 - Visual/Vestibular/Auditory triad and therapies such as AIT and Therapeutic Listening
- 3:00-5:00
 - Biochemical issues that impact Sensory Processing Dysfunction in:
 - ADHD, Autism, PDD, LD, Dyspraxia, Developmental Delays and Sensory Processing Disorders
 - Nutritional issues that impact Sensory Processing, learning and behavior
 - Collaborative strategies with parents, caregivers and school personnel
 - Video case studies of Sensory-Behavioral Connections

AUDIENCE

Occupational Therapists, Physical Therapists, Assistants and Speech-Language Pathologists who work with individuals with special needs. (toddlers through adult.)

SCHEDULE - DAY TWO

- 7:30-8:00 Continental Breakfast
- 8:00-9:30
 - Assessment:
 - Observations: What to look for?
 - Not just, 'can' he do it? But "how" does he do it? More on observation
 - History: Questions to ask.
 - Identifying the subtle motor issues (videos)
 - Visual Motor Assessments
 - Sensory-Motor Assessments
 - S.A.N.E. Assessment
- 9:30-11:00
 - Assessment continued:
 - Developing measurable goals for:
 - Sensory/motor challenges
 - Visual/Vestibular challenges
 - Behavioral challenges
 - Sharing information and teaching others
 - Gaining compliance from family, schools and vocational programs
- 11:00-12:00
 - Developing Comprehensive Treatment Plans: School/Home/ Clinic (with videos)
 - Activities for the classroom
 - Activities for home programs
 - Choosing the right activities for the right outcomes
 - Techniques to improve the VOR for improved School and Social Function
 - Developing S.A.N.E. Strategies for Success
 - AIT (Auditory Integration Training) Attention and Behavior
 - Designing environments for Success
- 12:00-1:00 Lunch (on your own)
- 1:00-2:00 Developing Comprehensive Treatment Plans (continued)
- 2:00-4:00
 - Comprehensive Treatment plans continued...(with videos)
 - Tracking methods to monitor progress
 - Sharing information with others to create a paradigm shift and gain 'buy in' and create a team approach
 - Our role as teachers can provide the best 'therapy' for the client
 - It's not 'either-or'...Sensory or Behavior: Working with Behaviorists to design effective programs.

Two 15 minute breaks will be scheduled each day

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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


SUBJECT:

Ratification of Contract with
Rocklin Lanes and
Glen Edwards Middle School

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent of
Business and Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

7th Grade Co-Curricular

MEETING DATE:

May 3rd, 2016

ROLL CALL REQUIRED:

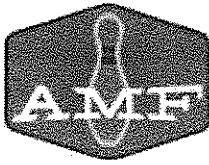
No

BACKGROUND:

The attached contract is for services with Rocklin Lanes and Glen Edwards Middle School. The contract is for an end of the year bowling event for Glen Edwards' 7th grade students. The services include a 20 lane rental for 2.5 hours of unlimited bowling at Rocklin Lanes on Thursday, June 2nd, 2016 from 9:00 am to 11:30 am. The services also include bowling shoe rental for up to 120 students and teachers. The cost of these services is \$900.00 and will be paid with 7th Grade Co-Curricular funds.

RECOMMENDATION:

Administration recommends that the Board ratify the contract agreement between Rocklin Lanes and Glen Edwards Middle School.



Group Event Agreement

Glen Edwards Middle School - Tim Carrigan
6/2 Glen Edwards Elementary
Thursday, 6/2/2016 9:00 AM - 11:30 AM

Rocklin Lanes >
Matthew Welker

Revision 1

Agreement #: 583-441739-1 Modified: 4/19/2016 2:39 PM Pg: 1 / 6

Event Location

Rocklin Lanes
2325 Sierra Meadows Dr.
Rocklin, CA 95677
(916) 624-8216
www.amf.com/rocklinlanes

Sales Rep

Name: Matthew Welker
Title: Event Sales Representative
Phone: 585-485-7080
Fax: 585-381-0378
Email: MWelker@AMF.com

Account / Contact

Account: Glen Edwards Middle School
Address: 204 L St
Lincoln, CA 95648
Contact: Tim Carrigan
Phone: 916-838-5139
Email: jfreymond@wpusd.k12.ca.us

Event Details

Event Date: Thursday, 6/2/2016
Event Time: 9:00 AM - 11:30 AM
Attendees: 100
of Lanes: 20
Time Details:
9:00 AM - 11:30 AM : Lane Rental: Mon - Thur Open to 5pm (2.5 Hrs)

Client Notes

20 Lane Rental: 2.5 Hours Unlimited Bowling
Shoe Rental for up to #120 Guests (complimentary)

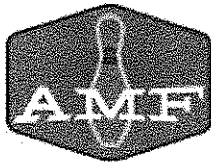
Deposit & Signed Contract Required: 50% of total due 3 days from receiving this contract to confirm your reservation
Preliminary Count Due: 7 business days before the event
Final Payment Due: 3 business days before the event

Minimum Total Spend On This Contract (Once Signed): \$900.00

*This amount can be changed with revisions before a signature is provided to confirm your reservation details if needed. Once signed this is the total event cost you are agreeing to.

Important Notes:

- 1 - Please arrive 15 minutes prior to your event. Upon arrival, please check in at the front desk.
 - 2 - Full payment expected 3 days prior to the event & will be based on your guaranteed minimum total spend on this agreement.
 - 3 - No outside food is allowed to be brought into the center with the exception of a celebratory cake or cupcakes
 - 4 - If providing lane assignments (not a requirement) please email or fax 1 business day before the event
 - 5 - Coupons are not valid with a group reservation; Coupons or any other specials are valid on a walk-in only basis
 - 6 - If you are tax exempt, you must provide a copy of your certificate no later than 3 days before your event date - in applicable state only
- *Assigned lane numbers are subject to change
*Wristband Guests



Group Event Agreement

Glen Edwards Middle School - Tim Carrigan
6/2 Glen Edwards Elementary
Thursday, 6/2/2016 9:00 AM - 11:30 AM

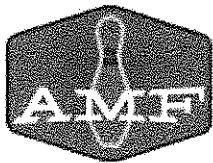
Rocklin Lanes >
Matthew Welker

Revision 1

Agreement #: 583-441739-1 Modified: 4/19/2016 2:39 PM Pg: 2 / 6

Summary of Charges:

	Quantity	Retail	Total Price
<u>Bowling & Games</u>			
Lane Rental: Mon - Thur Open to 5pm (2.5 Hrs)	20	\$45.00	\$900.00
			\$900.00
Sub-Total			\$900.00
*Event Fee			\$0.00
TOTAL EVENT COST			\$900.00
Deposits Received			\$0.00
BALANCE DUE			\$900.00
Average Price Per Person (excluding tax and event fee)			\$9.00



Group Event Agreement

Glen Edwards Middle School - Tim Carrigan
6/2 Glen Edwards Elementary
Thursday, 6/2/2016 9:00 AM - 11:30 AM

Rocklin Lanes >

Matthew Welker

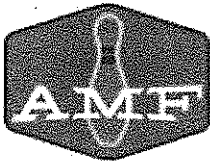
Revision 1

Agreement #: 583-441739-1 Modified: 4/19/2016 2:39 PM Pg: 3 / 6

Terms and Conditions

The following terms and conditions govern your purchase of event services from the bowling facility ("facilities", "we" or "us"). You agree as follows:

1. You are obligated to pay the total fees and charges referenced above on the face of this contract. Such amount represents your minimum total spend for the event ("Minimum Total Spend"). Subject to availability and our approval, you may modify the type or amount of event services you have purchased with us up to 3 business days prior to the event, provided you cannot reduce your Minimum Total Spend. All guests in your party will be counted as attendees.
2. You will deliver us a deposit in the amount specified above in this contract, payable by credit card, company check made payable to us or cash at the time of signing this contract. If such deposit is not received, we may cancel this contract with no further notice to you. The balance owed is due three (3) business days prior to the date of the event. You authorize us to charge any credit card on file with us as sums are due hereunder, including any costs for damage caused by you or your guests. Upon signing this contract, you are unconditionally liable for 10% of the total fees which shall constitute a nonrefundable and noncancelable obligation. Any deposit with us can be applied against such obligation. You may cancel this contract and the event up to 30 days prior to the date of event at which time we will refund 90% of the total fees previously delivered to us. After the date which is 30 days prior to the event date, there will be no refunds and all obligations are noncancelable. Events cannot be rescheduled without our express prior written consent. If you purchase additional services and goods on the day of the event, you are liable for all additional amounts owed.
3. All food and beverages (alcoholic & non-alcoholic) must be purchased from us. No outside food (excluding birthday cakes/cupcakes), beverages, DJs, live music, open flame, equipment, decorations, or dancing are permitted. All events with 20 or more guests, or 4 or more lanes must pre-order food & beverages in an amount equal to or greater than the above stated contracted fees. During the month of December, you must purchase food & beverages in an amount equal to or greater than the above contracted price. "Tabs" are not permitted. None of our food or beverages may be removed from the premises. We are not responsible for any your property left unattended at the facilities. Lane location will be selected at the sole discretion of the facility unless stated otherwise in this contract.
4. We are solely providing the facilities, services and equipment expressly stated in this contract, and no other. If you require installation of lighting or audio/video equipment or a tie-in to our existing systems, you must deliver such equipment for testing at our facilities at least 72 hours prior to the event, and we may require the presence of additional personnel whose time will be charged back to you. Rates are available upon request. Your equipment is not guaranteed to operate with our facilities.
5. If you provide us a pre-paid credit card, we will apply all event costs (e.g., food/drinks) against such card. You, however, remain responsible for all costs incurred during the event.
6. Events may involve physical activity. You and your guests represent that you are in proper health to participate in such activities. You assume risks arising therefrom. We reserve the right to refuse entry due to age restrictions. 18+ and drinking age restrictions vary by location on nights and weekends. Children must be 4 or older to bowl and chaperoned. We reserve the right to refuse service and remove anyone from the facility which we reasonably believe threatens the safety of personnel or guests or causes damage to our facilities, including activity pertaining to: concealed weapons, intoxication, dress code violations, health/security, illegal drug activity, and/or any activity that violates federal, state, provincial or local laws. Other local restrictions and facility house rules may apply. You may not incorporate decorations, marketing, equipment, furniture or other similar items at the event without our prior written consent.
7. You are responsible for any and all damages, losses, claims and liability arising out of or related to your or your guests' use of the event facilities, equipment and services, or related to your event, including property damage or personal injury arising therefrom, and will release, indemnify and hold us harmless from damages, losses, claims and liability resulting therefrom (other than claims caused by our gross negligence or willful misconduct).
8. By signing this contract, the signer is attesting that he/she is authorized to sign this contract and hereby authorizes the credit card charges noted herein. We may send you marketing, advertising or promotional communication to the contact information you provided - if you do not wish to receive such items, let us know.
9. Our services and facilities are provided "as is" without any warranty or representation express or implied. WE ARE NOT LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, PUNITIVE, SPECIAL, GENERAL, EXEMPLARY, ECONOMIC DAMAGES ARISING FROM THIS CONTRACT OR OUR SERVICES. OUR LIABILITY, IF ANY, IN ALL CASES SHALL BE LIMITED TO AMOUNTS PAID TO US UNDER THIS AGREEMENT.
10. The credit card on file will be charged with the remaining balance of the contract three (3) days prior to the event if other payment arrangements have not been made.
11. **A 18% EVENT FEE APPLIES ON ALL FOOD, BEVERAGES & PACKAGES. THE EVENT FEE IS MANDATORY. WE USE THE CHARGE FOR THE ADMINISTRATION OF THE EVENT AND TO DEFRAY OVERHEAD AND OTHER EXPENSES RELATED TO THE EVENT. IT IS NOT A GRATUITY AND WILL NOT BE DISTRIBUTED TO PERSONNEL THAT PROVIDE SERVICE AT THE EVENT.**
12. The pricing set forth in this contract contains the total cost for the event described above. No gratuity to personnel is required or expected.
13. We are not responsible for any delay or failure in performance of any part to the extent that such delay or failure is caused by acts of God or other causes beyond our control. This contract is governed by and construed in accordance with the laws of the State of New York, without regard to its conflicts of laws rules. Any such controversy or claim shall be arbitrated on an individual basis, and shall not be consolidated in any arbitration with any claim or controversy of any other party in the State of New York, in the City of New York, County of New York.
14. For events held in a facility in Canada, the following terms shall apply and govern in the event of any inconsistency with the above terms. This contract is governed by and construed in accordance with the laws of the province of Ontario, without regard to its conflicts of laws rules. Any such controversy or claim shall be arbitrated on an individual basis, and shall not be consolidated in any arbitration with any claim or controversy of any other party in the province of Ontario. We collect, use, and disclose the personal information that you provide us herein for the purpose of providing you with the services that you have requested, which may include processing of your personal information by a third party. You can refuse to consent to our collection, use, or disclosure of your personal information, although this will impact our services for you. You may also withdraw your consent to our collection, use, or disclosure of personal information at any time by giving us reasonable notice.



Group Event Agreement

Glen Edwards Middle School - Tim Carrigan

6/2 Glen Edwards Elementary

Thursday, 6/2/2016 9:00 AM - 11:30 AM

Revision 1

Rocklin Lanes >

Matthew Welker

Agreement #: 583-441739-1 Modified: 4/19/2016 2:39 PM Pg: 4 / 6

Signature

Accepted.

Account: Glen Edwards Middle School

AMF Bowling Centers, Inc.

Signature: 

Signature: _____

Printed Name: Audrey Kilpatrick

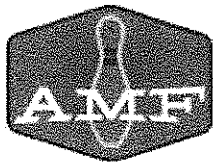
Printed Name: _____

Title: Asst Supt of Business Svs and Operations

Title: _____

Date: 4/19/16

Date: _____



Group Event Agreement

Glen Edwards Middle School - Tim Carrigan
6/2 Glen Edwards Elementary
Thursday, 6/2/2016 9:00 AM - 11:30 AM

Rocklin Lanes >
Matthew Welker

Revision 1

Agreement #: 583-441739-1 Modified: 4/19/2016 2:39 PM Pg: 5 / 6

Addendum A

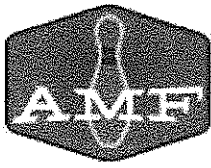
BOWLMOR AMF SAFETY RULES

CAUTION

BOWL AT YOUR OWN RISK

Bowling may present dangerous situations and the risk of serious injury.

1. **Groups:** Each group, company, person or parent in charge of a group (or any child) is responsible for all activities at the event and the conduct of the attendees. Watch and supervise children if they are included in the event.
2. **Balls and Shoes:** Wear bowling shoes while bowling and have the correct fit for your bowling ball and shoes. Check the soles of your shoes before bowling, after going to the rest room or anywhere else in or outside of the center. Moisture, humidity or a slippery or sticky substance on the sole of a shoe can cause a fall and serious injury. See a staff member if you need help selecting or changing a ball or shoes.
3. **Approach:** Do not have or eat food or drink on the approach. Slippery, wet or sticky spots or substances can cause a fall and serious injury. Inspect the approach each time before bowling. If it is sticky or slippery, stop bowling and ask a staff member to clean it.
4. **Foul Line:** Lanes are treated with oil and are extremely slippery. Crossing the foul line can cause a fall and serious injury. If you do cross the foul line, clean the soles of your shoes before you bowl. If you need help, ask a staff member for assistance.
5. **Equipment Problems:** If a bumper, ball or pin is stuck, please ask a staff member for assistance. Do not try to fix the problem. Mechanical equipment is dangerous and can cause injuries.
6. **Ball Return:** The ball return has moving parts. Serious injury can result from reaching into the ball return opening. Keep hands away from the ball return and ball return tray and watch children.
7. **Tripping Hazards:** Watch for step-ups to and from the approach, settee and concourse. Store and keep all coats, bags and personal belongings out of the walking paths to avoid tripping. If you see a tripping hazard, tell a staff member right away.
8. **Courtesy:** Do not run, be careful carrying bowling balls. Do not engage in rough play or fighting or use profanity or foul language. No outside food or drink (except birthday cakes or similar items approved in advance by us) or items which, in our opinion, may be dangerous, encourage aggressive behavior or be disruptive are allowed in the center. Remain in designated public areas.
9. **Alcohol and Drugs:** Consume alcohol responsibly, comply with applicable laws and exercise good judgment. No illegal use of drugs.
10. **Obey House Rules:** Read and follow all posted warnings and safety notices and alert the staff to any unusual condition or activity so they can help.



Group Event Agreement

Glen Edwards Middle School - Tim Carrigan

6/2 Glen Edwards Elementary

Thursday, 6/2/2016 9:00 AM - 11:30 AM

Revision 1

Rocklin Lanes >

Matthew Welker

Agreement #: 583-441739-1 Modified: 4/19/2016 2:39 PM Pg: 6 / 6

Credit Card Authorization

Name on Credit Card:

Credit Card Number:

Type of Credit Card:

(Discover, Visa, MC, AMEX)

Credit Card Billing Address:

Credit Card Expiration Date:

Authorized Signature:

PLEASE READ:

Upon receipt of the signed agreement and initial deposit, we will consider all arrangements definite and confirmed.

CONFIDENTIAL

INFORMATION

DISCUSSION

ACTION

ITEMS

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of District LED Lighting Retrofit Project
With Services Provided by Energy Based Solutions
And the California Conservation Corps

AGENDA ITEM AREA:

Discussion/Action

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent - Business & Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

General Fund – No Cost

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

Yes

BACKGROUND:

This board item is for approval of an agreement with Energy Based Solutions (EBS) and the California Conservation Corps (CCC) and the District to retrofit our existing T-8 lighting panels with new LED lighting panels. This first phase of the retrofit lighting project would be at our oldest school sites. Because of the PG&E rebate timeline requirements the installation must be completed by July 15, 2016. The vendor will only be able to complete installation of approximately 2,800 panels throughout the older school sites. A new PG&E rebate will be out by July 15, 2016 and the vendor expects a similar rebate program that will enable the district to complete the lighting installation retrofit for the remaining sites at no cost to the district.

Because this project is part of a PG&E rebate and the fact that EBS is using CCC for installation, the cost to the district is \$.00. We have included the Sponsor Agreement (CCC-95) and backup information including quotes for each of the school's cost for materials, valued at \$562,150, and labor estimates, valued at \$186,000, after rebates shows a zero net cost to the District for this phase of the lighting project.

The current fluorescent T-8 lighting panels use between 96 to 128 kilowatts per panel. The new LED panels would use 40 kilowatts per panel. Each classroom has between 15 and 20 panels in the classroom. The district expects to significantly reduce the electrical usage throughout the district school site classrooms once the panels are replaced with more energy efficient LED panels. The old panels will be disassembled and recycled by EBS. Similar retrofitting projects have been successfully completed by EBS and CCC with Nevada Joint Union High School District and Grass Valley School District and District staff has visited some of those schools to evaluate the viability of the new LED panels and had very positive comments and reviews.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES**

If approved by the board, the installation is tentatively planned to start no later than May 30, 2016 and would be completed by July 15, 2016.

RECOMMENDATION:

Staff recommends the Board of Trustees approve agreement with Energy Based Solutions and the California Conservation Corps - Western Placer LED Lighting Retrofit Project

CALIFORNIA CONSERVATION CORPS1719 24th Street, Sacramento, CA 95816www.ccc.ca.gov

CCC-96 (REV. 12/2015)

**SPONSOR AGREEMENT (CCC-96)
(for Governmental Entity – Local)**

This Sponsor Agreement (Agreement) is entered into by the California Conservation Corps (CCC), State of California and

Sponsor's Name: Western Placer Unified School District, a State of California Local Public Entity (Sponsor).

WHEREAS, the CCC is statutorily mandated to provide job skills training, educational opportunities and an increasing awareness of the State's natural resources to young adults;

WHEREAS, the CCC is authorized to work on projects in rural and urban areas that, provide a benefit to the public by, among other things, preserving, maintaining and/or enhancing the lands and water of the State of California, directly contributing to the conservation of energy and/or assisting in fire prevention and suppression;

WHEREAS, the CCC is authorized pursuant to the California Public Resources Code Section 14306 to execute contracts for furnishing the services of the CCC to any federal, state or local public entity, any local or statewide private organizations, and any person, firm, partnership, or corporation concerned with the objectives of the CCC program as specified in California Public Resources Code Sections 14000 and 14300;

WHEREAS, the Sponsor can provide opportunities for public service through meaningful and productive work projects;

WHEREAS, each party to this Agreement is duly authorized to enter into this Agreement; and

WHEREAS, the parties to this Agreement find and determine that it would be to their mutual advantage and the public benefit to join together to accomplish the purpose herein, and coordinate their power, authority and expertise for the CCC to use its corpsmembers and employees to accomplish projects specified by Sponsor and agreed to by the CCC;

NOW THEREFORE, in consideration and recognition of the above, the Sponsor and CCC (collectively referred to herein as "the parties") agree as follows:

A. Documentation of Projects

1. Sponsor shall submit project proposals to the CCC.
2. The CCC shall work with Sponsor to include details of project proposals in CCC Form 58 and/or other appropriate forms and documentation where applicable ("the project paperwork").

3. No project work will begin without a CCC Form 58 being signed by the parties' representatives.
4. The project paperwork for any project necessarily incorporates into it this Agreement.

B. Parties Obligations:

1. Sponsor agrees:
 - a. To pay for all costs, including but not limited to, labor, material and supply costs negotiated and agreed to by the parties that are directly related to and necessitated by the project and that are set forth in the project paperwork;
 - b. To make available to the CCC adequate plans, specifications, materials, supplies, equipment and/or special labor requirements to complete the project as determined and agreed to by the parties as specified in the project paperwork;
 - c. To provide adequate technical supervision as determined and agreed to by the parties;
 - d. To obtain approvals and permits required by any local, state or federal entity necessary to commence working on and/or completing the work identified in the project paperwork;
 - e. To the extent any project involves the CCC performing work on private property, it will obtain and/or has obtained all necessary approvals, authorizations and/or permits from the owners of said private property before the CCC begins project work on said property and that the CCC is authorized to perform the project work on said private property;
 - f. To the extent any project involves trade unions or labor organizations, to obtain clearances and/or meet requirements, if any, of trade unions or other labor organizations occasioned by the participation of the CCC in the project;
 - g. To provide project sites that, to the best of the Sponsor's knowledge, are free of any known hazardous materials, but if there are any known hazardous materials present, the Sponsor will provide the location, identity, and amounts of such hazardous materials as well as the Safety Data Sheets associated therewith;
 - h. To provide or reimburse the CCC for acceptable temporary living accommodations for CCC personnel actually engaged in working on a project if: (1) the project is located at a site that is more than a one hour drive from the designated CCC base center; and, (2) provision of such living accommodation is determined necessary by the parties;
 - i. To conduct an orientation with CCC personnel at the commencement of each project to explain the technical aspects, safety requirements and other relevant information necessary for the CCC to successfully complete the project;
 - j. To work with the CCC to conduct an additional educational or training presentation at the CCC base center or project site to CCC corpsmembers; and,
 - k. To explore the possibility of authorizing the CCC to place a sign, plaque or emblem on the project site that presents the CCC's contribution to the project and the date. Any such sign, plaque or emblem shall be consistent in size and design to its surroundings at the project site.

2. CCC agrees to:
 - a. Review project proposals submitted by the Sponsor and work with Sponsor to prepare project paperwork for those proposed projects that are covered by the CCC's statutory mandate, consistent with the CCC's organizational priorities and within the CCC's operational capabilities.
 - b. Provide CCC personnel, equipment and materials to perform the obligations specified in the project paperwork. The CCC shall only use personnel who have received adequate prior training and are sufficiently equipped for and alerted to the general nature of the hazards inherent in the scope of work; and,
 - c. Provide its personnel with Workers' Compensation coverage and benefits that are administered by the State Compensation Insurance Fund in accordance with the California Labor Code.
3. The Sponsor and CCC mutually agree to the following:
 - a. This Agreement is not intended to affect the legal liability of either of the parties by imposing any standard of care other than the standard of care imposed by law;
 - b. Mutual Indemnification:
 - i. To the extent permitted by law including Article XVI, sections 1 and 6 of the California Constitution, and the California Claims Act, the CCC agrees to hold harmless and indemnify the Sponsor against any liability, damage, or loss legally determined to have occurred as a result of performance or failure to perform under this Agreement and/or the project paperwork caused by the acts and/or omissions of any person directly employed by, enrolled in or under the control or supervision of the CCC while performing the work set forth in this Agreement and/or the project paperwork.
 - ii. The Sponsor agrees to hold harmless and indemnify the CCC against any liability, damage, or loss legally determined to have occurred as a result of performance or failure to perform under this Agreement and/or the project paperwork caused by the acts and/or omissions of any person directly employed by or under the control or supervision of the Sponsor while performing the work set forth in this Agreement and/or the project paperwork;
 - c. Insurance:
 - i. The State of California has elected to cover its motor vehicle and general liability exposure through claims procedures instituted in accordance with the California Government Code provisions and the other provisions of the law relating to such liability. Pursuant to those procedures, tort liability claims should be submitted to the California Victims Compensation and Government Claims Board (Government Claims Division, P.O. Box 3034, Sacramento, CA 95812-3035) in accordance with the California Government Code provision and the other provisions of the law governing submission of such claims. In addition, unless notified otherwise or on behalf of the CCC, motor vehicle liability claims may be forward to the California Department of General Services, Office of Risk and Insurance Management (hereinafter "ORIM"), Claims

Unit, 1325 J Street, Suite 1800, Sacramento, California 95814. It should be noted, however, that the willingness of ORIM to receive such motor vehicle liability claims does not constitute a waiver by the State of California or the CCC of the time limits or procedures provided by law or the filing of claims relating to such motor vehicle liability. It also should be noted that the addresses set forth in this paragraph are subject to change; any claimant is advised to verify the accuracy of and currency of the addresses for filing claims, and by setting forth addresses in this paragraph, neither the State of California nor the CCC is waiving any time limits or procedures provided by law for filing claims related to alleged motor vehicle or general liability or any other alleged liability.

- ii. The California Department of Personnel Administration has entered into a Master Agreement with the State Compensation Insurance Fund to administer Workers' Compensation benefits for State employees and corpmembers as required by the California Labor Code.
- d. The California Labor Code Section 1720.4(a)(3) specifically exempts the CCC from paying state prevailing wages to corpmembers when engaged in public works projects. The CCC is not subject to the federal prevailing wage requirements set forth in the Davis-Bacon Act (Title 40 USC 276A et seq.) when providing labor on federal government contracts. Title 29 of the Code of Federal Regulations (CFR), Section 5.2(h) specifically provides that a State is not considered a contractor under statutes providing loans, grants, or other federal assistance in situations where construction is performed by its own employees and/or personnel;
- e. The California Business and Professions Code, Section 7040 exempts the State of California from contractor licensing requirements. The CCC is a state entity subject to the exemption;
- f. Improvements and Land Use:
 - i. All improvements constructed in whole, or in part by the CCC on lands owned or controlled by the Sponsor shall remain the property of the Sponsor;
 - ii. Permission to camp and/or perform work on lands owned or controlled by Sponsor does not in any way convey to the CCC, its staff or any person or persons working with the CCC in the performance of said work, employee status that would extend to them the benefits afforded to permanent employees of Sponsor;
- g. Emergency Services and Possible Delays:
 - i. The CCC is required to provide emergency services if directed by the Governor of the State of California pursuant to an Executive Order, the Office of Emergency Services, Department of Forestry and other agencies charged with responding to emergencies throughout California arising from fire, flood, wind, and other natural and man-caused disasters.
 - ii. The CCC may be required to temporarily suspend or permanently cease work on projects due to required emergency response or emergency

- conditions. The parties agree that any delay in completing the work by the CCC due to response to an emergency shall be excused and costs incurred by the delay shall be the responsibility of the Sponsor;
- iii. The resources of the CCC are limited and the public service conservation work of the CCC may be altered in priority from time-to-time. The parties agree that other than delays caused by the CCC's response to an emergency, all other delays by either party shall be excused and costs caused by delays shall be borne by the party incurring such costs.
 - h. All contracts relating to the construction or operation of a project shall contain a clause prohibiting discrimination and/or harassment against any person, employee or employee applicant engaged in the project work on the basis of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave;
 - i. Budget Contingencies:
 - i. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State of California and the CCC shall have no liability to pay any funds whatsoever to Sponsor or to furnish any other considerations under this Agreement or related project paperwork and Sponsor shall not be obligated to perform any provisions of this Agreement or related project paperwork.
 - ii. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State of California and the CCC shall have the option to either cancel this Agreement with no liability occurring to the State of California or CCC, or offer to an Agreement amendment to Sponsor reflecting the reduced amount.
 - j. Subject to the provisions herein, all remedies allowed by law are available to either party for enforcement of this Agreement. Any waiver of rights by either party or any matter relating to this Agreement shall not be deemed to be a waiver unless in writing and approved by both parties and shall not be a waiver to any other provision or matter relating to this Agreement;
 - k. If any part of this Agreement is found to be invalid the remainder of the Agreement shall continue in full force and effect;
 - l. Neither the CCC nor the Sponsor may assign this Agreement or any interest therein without the written consent of the other party;
 - m. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties;
 - n. This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California;
 - o. This Agreement shall remain in effect unless terminated upon thirty (30) days written notice from either party; and
 - p. Each Party and its respective agents executing this Agreement warrants and represents that it has the full power and authority to execute, deliver and

perform the obligations under this Agreement and that each Party's performance hereunder has been duly authorized by all requisite actions on the part of that Party.

Sponsor Information:

Sponsor Name: Western Placer Unified School District		Sponsor Department:
Address: 600 6th st Suite 400		
Contact Person: Audrey Kilpatrick		Phone: 916-645-6350
Email Address: akilpatrick@wpusd.k12.ca.us		

SIGNATURES

In Witness Whereof, the parties have agreed to the condition of this Agreement as of the date shown below.

Sponsor Representative Signature:	
Print Name:	Date:

CCC Center Director/Region Deputy Signature:	
Print Name:	Date:



Energy Based Solutions

Corporate Office
13943 Gold Country Dr
Penn Valley, CA 95946

Date	Invoice #
4/25/2016	390

Bill To
Carlin C Coppin Elementary School 150 E. 12th Street Lincoln, CA 95648

Ship To
Carlin C Coppin Elementary School 150 E. 12th Street Lincoln, CA 95648

				Terms	Rep	Project
				Due on receipt	MC	LED
Qty	Manufacturer	Model #	Description	Price Each		Amount
52	SYHDEE	SYH-PL6640FN 5000K	Flat Panels 2x2		158.43	8,238.36
	Rebate					-8,238.36
596	SYHDEE	SYH-PL61240FD 5000K	Flat Panels 2x4		168.18	100,235.28
	Rebate					-100,235.28
				Total		108,473.64
				Total Rebates		-108,473.64
				Balance Due		0.00



Corporate Office
13943 Gold Country Dr
Penn Valley, CA 95946

Date	Invoice #
4/25/2016	391

Bill To
Creekside Oaks Elementary School 2030 1st Street Lincoln, CA 95648

Ship To
Creekside Oaks Elementary School 2030 1st Street Lincoln, CA 95648

				Terms	Rep	Project
				Due on receipt	MC	LED
Qty	Manufacturer	Model #	Description	Price Each	Amount	
13	SYHDEE	SYH-PL6640FN 5000K	Flat Panels 2x2	158.43	2,059.59	
	Rebate				-2,059.59	
713	SYHDEE	SYH-PL61240FD 5000K	Flat Panels 2x4	168.18	119,912.34	
	Rebate				-119,912.34	



Corporate Office
13943 Gold Country Dr
Penn Valley, CA 95946

Date	Invoice #
4/25/2016	383

Bill To
Sheridan Elementary 4730 H Street Sheridan, CA 95681

Ship To
Sheridan Elementary 4730 H Street Sheridan, CA 95681

				Terms	Rep	Project
				Due on receipt	MC	LED
Qty	Manufacturer	Model #	Description	Price Each		Amount
21	SYHDEE	SYH-PL6640FN 5000K	Flat Panels 2x2		158.43	3,327.03
	Rebate					3,327.03
156	SYHDEE	SYH-PL61240FD 5000K	Flat Panels 2x4		168.18	26,236.08
	Rebate					26,236.08
				Total		29,563.11
				Total Rebates		- 29,563.11
				Balance Due		0.00



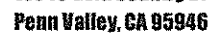
Corporate Office
13943 Gold Country Dr
Penn Valley, CA 95946

Date	Invoice #
4/25/2016	386

Bill To
First Street Elementary School 1400 1st Street Lincoln, CA 95648

Ship To
First Street Elementary School 1400 1st Street Lincoln, CA 95648

				Terms	Rep	Project
				Due on receipt	MC	LED
Qty	Manufacturer	Model #	Description	Price Each		Amount
454	SYHDEE	SYH-PL61240FD 5000K	Flat Panels 2x4	168.18		76,353.72
	Rebate					-76,353.72



ebs
Energy Based Solutions
Corporate Office
13943 Gold Country Dr
Penn Valley, CA 95946

Date	Invoice #
4/25/2016	382

Bill To
Lincoln High School 790 J Street Lincoln, CA 95648

Ship To
Lincoln High School 790 J Street Lincoln, CA 95648

		Terms	Rep	Project		
		Due on receipt	MC	LED		
Qty	Manufacturer	Model #	Description	Price Each	Amount	
40	SYHDEE	SYH-PL6640FN 5000K	Flat Panels 2x2	158.43	6,337.20	
	Rebate				-6,337.20	
1006	SYHDEE	SYH-PL61240FD 5000K	Flat Panels 2x4	168.18	169,189.08	
	Rebate				-169,189.08	
				Total	175,526.28	
				Total Rebates	-175,526.28	
				Balance Due	0.00	



Bill To
Phoenix High School
870 J Street
Lincoln, CA 95648

Ship To
Phoenix High School
870 I Street
Lincoln, CA 95648

95



Energy Corps Crew Cost Estimate

Project Title: Western Placer Unified School District

Date: 4/26/2016

Dear Audrey,

The California Conservation Corps (CCC) is pleased to present you with this cost estimate for services. Attached you will find all necessary cost, performance and commodity information that supports our quote. The level and types of services requested, including any potential turn-key purchasing we may do in support of achieving project outcomes, may require the CCC to request additional budget authority. In these cases, the authority must be approved and allocated prior to the anticipated commencement of any project. Once signed and dated, the CCC will submit this cost estimate to support its request for such additional budget authority.

The CCC, as a California State department, is a not for profit government entity. The CCC only charges on a fee-for-service basis to cover any funding gaps or unbudgeted expenses as a result of a requirement of a proposed project. Invoicing on an hourly based contract will be billed out on actual expenses not to exceed the total contract amount (i.e., if the CCC estimates two hours to perform a task and it is completed in one hour, you will only be billed one hour). Performance contracts will be billed out per the payment terms in whole for services rendered.

It is important to note that this is an estimate of expenses.

Sponsor Organization: Western Placer Unified School District

Address: 600 6th suite 400

City: Lincoln Ca

Zipcode: 95648

Sponsor Representative: Audrey Kilpatrick Assistant Superintendent of Business

Contact number: 916-645 6350

Email: akilpatrick@wpusd.k12.ca.us

By signing and dating, you are signifying your agreement to the offer and price for services listed herein and agree in good faith to contract for these services with the California Conservation Corps subject to any changes and/or additional terms and conditions agreed to by the parties.

Signature: _____

Date: _____



Energy Corps Crew Cost Estimate

Project Title: Western Placer Unified School District

Project #:

Date: 4/26/2016

Project Type (Hour/Perf) Hourly

REIMBURSEMENT RATE	\$20.00	
	X	
CREW SIZE CM's	10	= \$ 200.00
	X	
# WORK DAYS M-F	93	= \$ 18,600.00
	X	
SHIFT HOURS / DAY	10	= \$ 186,000.00
# WEEKEND DAYS		= \$ -
TRAVEL Y- N ?	N	
LODGING/PER DIEM OPTION	Hotel	
OTHER/SPECIAL	-\$186,000.00	\$ (186,000.00)
	SUBTOTAL	\$ -

CM Labor Cost	\$ 186,000.00
Staff OT	\$ -
Travel	\$ -
Materials	\$ -
Equipment	\$ -
Other/Special	\$ (186,000.00)
Project Contingency (5%)	\$ -

Total Project Cost

\$0.00

Project Summary

The California Conservation Corps (CCC) will retrofit as detailed in the "work Detail Estimate" page. Location of the project is in various locations of Western Placer Unified School District (WPUSD), under technical training and direction and partnership of anyone deemed competent to verify such work performed by our individuals. The CCC and WPUSD shall hold a pre-job meeting to establish a work and training plan to ensure clear expectations are set. The project holds training value for our crews under the Prop 39 guidelines. Any savings achieved by our low or no cost labor source must carry through to the LEA or by leveraging additional ECM's with those savings.

CCC and Sponsor requirements

CCC Provides

1. Provide safety related methods and on site supervision of de-energizing circuits, testing and lock out tag out procedures in accordance with Cal-Osha rules and regulations
2. Provide crew with installation electrical hand tools.
3. Remove and dispose of all debris from work area and ensure cleanliness.
4. Place old equipment at a pre-designated location identified by a Santee project representative.
5. Execute and adhere to a CCC Form 96 (Public Entity) (attached here to as Exhibit A and incorporated herein by this reference)
6. Coordinate Scheduling of Project Work with CCC
7. Cooperate on the release of any media notifications or Press
8. Provide Sponsor with CCC Sexual Harassment, EEO and Fraternization Policies.

Sponsor Provides

1. Identification of areas to be worked on each day and coordinating with programs CCC Supervisor.
2. Identification of electrical circuit breakers that control the lighting circuits to de-energize prior to modifying the fixture
3. Provide a qualified individual to verify and inspect work performed by CCC, and assist in the training of industry standard work practices.
4. Furnish all project materials, including the replacement retrofit equipment and incidental electrical supplies
5. Contract Manager to identify a pre-designated location to place old lamps and ballast.
6. Recycle or dispose of old removed equipment.
7. Contract Manager to identify a pre-designated location to place old lamps and ballast.
8. Coordinate Scheduling of Project Work with CCC
9. Cooperate on the release of any media notifications or Press Events
10. Provide training to all task outside of current crew knowledge.
11. Any additional work due to uncooperable Ballast, will require a

Western Placer Unified School District

[illegible]

93.00

Materials Detail Estimate Western Placer Unified School District

Western Placer Unified School District

N CCC Purchasing Materials?

N	Sponsor requested pick list?
1	Yes
2	Yes
3	Yes
4	Yes
5	Yes
6	Yes
7	Yes
8	Yes
9	Yes
10	Yes
11	Yes
12	Yes
13	Yes
14	Yes
15	Yes
16	Yes
17	Yes
18	Yes
19	Yes
20	Yes
21	Yes
22	Yes
23	Yes
24	Yes
25	Yes
26	Yes
27	Yes
28	Yes
29	Yes
30	Yes
31	Yes
32	Yes
33	Yes
34	Yes
35	Yes
36	Yes
37	Yes
38	Yes
39	Yes
40	Yes
41	Yes
42	Yes
43	Yes
44	Yes
45	Yes
46	Yes
47	Yes
48	Yes
49	Yes
50	Yes
51	Yes
52	Yes
53	Yes
54	Yes
55	Yes
56	Yes
57	Yes
58	Yes
59	Yes
60	Yes
61	Yes
62	Yes
63	Yes
64	Yes
65	Yes
66	Yes
67	Yes
68	Yes
69	Yes
70	Yes
71	Yes
72	Yes
73	Yes
74	Yes
75	Yes
76	Yes
77	Yes
78	Yes
79	Yes
80	Yes
81	Yes
82	Yes
83	Yes
84	Yes
85	Yes
86	Yes
87	Yes
88	Yes
89	Yes
90	Yes
91	Yes
92	Yes
93	Yes
94	Yes
95	Yes
96	Yes
97	Yes
98	Yes
99	Yes
100	Yes

[illegible]

Equipment Detail Estimate Western Placer Unified School District

Sponsor funded?

CCC to retain ownership of equipment?

[illegible]

Other/Special Expense Estimate

Western Placer Unified School District

N Sponsor funded 2080 Staff FTE

Temporary Staff Position

FTE	Position	Salary	Benefit %	Sub-total
	Special Corpsmember	\$ 12.50	28.00%	\$ -
	Office Assistant	\$ 2,908.00	39.00%	\$ -
	Bus. Service Assistant	\$ 2,908.00	39.00%	\$ -
	Conservationist I	\$ 3,694.00	39.00%	\$ -
	Conservationist II	\$ 4,537.00	39.00%	\$ -
			39.00%	\$ -
				\$ -

N Sponsor funded 1922 CM FTE

Temporary CM Positions

FTE	Position	Salary	Prog Charge	Prog Charge \$	Sub-total
	Corpsmember/Intern	\$ 20.00	1.00%	\$	-
	Crewleader	\$ 20.00	1.00%	\$	-
	Team Leader	\$ 20.00	1.00%	\$	-
				\$	-

Y Sponsor funded Other Factor

Other Items / Training

QTY	Type	Unit Cost	Sub-total
1	Free Labor	\$ (186,000.00)	\$ (186,000.00)
			\$ -
			\$ -
			\$ -
			\$ -
			\$ (186,000.00)

Rates and Assumptions

Western Placer Unified School District

5 <-- Enter County Code \$ 150.00 Lodging \$ 34.00 Per Diem

Travel Rates/Day

County Code	Lodging Rate	Breakfast	Lunch	Dinner	Incidentals	Combined Subtotal
1	\$ 90.00		\$ 11.00	\$ 23.00	\$ -	\$ 124.00
2	\$ 95.00		\$ 11.00	\$ 23.00	\$ -	\$ 129.00
3	\$ 120.00		\$ 11.00	\$ 23.00	\$ -	\$ 154.00
4	\$ 125.00		\$ 11.00	\$ 23.00	\$ -	\$ 159.00
5	\$ 150.00		\$ 11.00	\$ 23.00	\$ -	\$ 184.00
6	\$ -	\$ 5.50	\$ 5.50	\$ 5.50	\$ -	\$ 16.50
7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

County Code

- 1 All Other Counties
- 2 Napa Riverside Sacramento
- 3 Los Angeles Orange Ventura Edwards AFB
- 4 Alameda Monterey San Diego San Mateo Santa Clara
- 5 San Francisco Santa Monica
- 6 Camping option
- 7 Sponsor/Other Negotiated Option

\$ 36.96 Staff Overtime Rate

Reimbursement Rate Justification

\$20.00 per Corpsmember hour is the current rate charge to cover expenses for an existing budgeted energy crew that is funded in part by the State of California's General Fund. This rate is partially loaded and includes an equipped crew with a basic set of electrical energy tools that support both energy survey and basic lighting and controls retrofit capability. It does not cover travel beyond 50 miles, per diem, or project specific tools, equipment or operating expenses.

\$27.82 per Corpsmember hour is the current rate charge to cover expenses for a 100% funded (expansion) crew that does not have any matching funds. The rate is loaded and includes an equipped crew with a basic set of electrical energy tools that support both energy surveys and basic lighting and controls capability. In addition, the amount also covers a percentage of overhead staff and operating expense costs that are required with an expansion crew. It does not cover travel, per diem or project specific tools, equipment or operating expenses.

The rates are adjusted annually based on expected funding levels when compared to projected expenses.

[A] PROJECT DATA

Project/Work Code: B-16-9954		Center Code: 310 PROJECT SUPPORT Location Code: SRA: N
Contract: - -		Resource Category: ENR
Project Title: WESTERN PLACER SD RETROFIT		
Project Description: THE CALIFORNIA CONSERVATION CORPS WILL RETROFIT AS DETAILED IN THE "WORK DETAIL ESTIMATE PAGE". LOCATION OF THE PROJECT IS IN VARIOUS LOCATION OF WESTERN PLACER SCHOOL DISTRICT (WPSD). UNDER TECHNICAL TRAINING, DIRECTION AND PARTNERSHIP OF ANYONE DEEMED COMPITENT TO VARIFY SUCH WORK PERFORMED BY OUR INDIVIDUALS, THE CCC AND WPSD SHALL HOLD A PRE-JOB MEETING TO ESTABLISH A WORK AND TRAINING PLAN TO ENSURE CLEAR EXPECTATIONS ARE SET. THE PROJECT HOLDS TRAINING VALUE FOR OUR CREWS UNDER THE PROP 39 GUIDELINES. ANY SAVIN ...		

[B] SPONSOR INFORMATION

Agency Code: 60400	Sponsoring Agency: WESTERN PLACER SCHOOL DISTRICT	Address: 600 6TH ST SUITE 400	
City: LINCOLN	State: CA	ZIP: 95648-	
Sponsor Representative: AUDREY KILPRATICK	Title: ASSISTANT SUPERINTENDENT OF BU	Phone: (916) 645-6350	
Technical Supervisor: MIKE COLOMB	Title: NEW BUSINESS DEVELOPMENT	Phone: (916) 799-6885	

[C] EMERGENCY RESPONSE INFORMATION

CDF Incident # -	Request # -	OES # -	HQ Ref. # -
CCC Index #	Corpsmember Overtime Pay Serial # Email: MIKE@ENERGYBASEDSOLUTIONS-US.COM		

[D] ESTIMATE INFORMATION

[E] WORKSITE INFORMATION

Hours: 93000	Directions to Worksite Location: VARIOUS LOCATIONS FOR WESTERN PLACER SCHOOL DISTRICT.		
Start Date: 05/30/2016	ZIP: 95648-	County Code: 31	County: PLACER

[F] FOR HQ USE ONLY

JUAN MUY 04/25/2016, 9:26am

Received:	Logged:	Verified:
Analyst:	Entered:	Checked:

[G] EDUCATIONAL ACTIVITIES

Sponsor: Educational presentation to increase Corpsmember understanding of the natural environment. Length of time scheduled: 1.00 Hrs.
a representative will present an overview of the facility and enviromental impact in which this project will make as well as addressing current energy measures that have taken place.

CCC: The CCC will be doing the following work/learn activities. Length of time scheduled: 1.00 Hrs.
Using skills aquired Corpmembers will expand their knowledge though work learn experience from crew supervisor learning and fine tune their skills that will greatly reduce the impact of energy usage.

[H] EQUIPMENT, MATERIALS, AND LABOR

To be supplied by Sponsor:
SEE ATTACHED "WESTERN PLACER ENERGY
CREW COST ESTIMATOR" PAGE THREE UNDER
"SPONSOR PROVIDES"

To be supplied by CCC:
SEE ATTACHED "WESTERN PLACER CREW COST
ESTIMATOR" PAGE THREE UNDER "CCC
PROVIDES"

Special SPIKE equipment needed by crew:

SPIKE Information (description and location of housing):

[I] NARRATIVE ON HOW PROJECT WILL MEET ALL LEGISLATIVELY MANDATED OBJECTIVES
(Assign a numerical rating: 0=none, 1=low, 2=medium, 3=high)

Conserving, improving, developing natural resources, maintaining environmentally important lands or waters. RATING: 3
Teaching corpsmembers basic retrofit techniques will assist both schools to implement energy savings opportunities, thus saving the state energy a ...

Providing public benefit or access (Estimated visitor use, increased safety, reduced maintenance costs, etc. RATING: 3
The public will benefit from energy saving measures implemented during the retrofit by reducing carbon emissions and cost savings to tax payers

Providing Corpsmembers with opportunities for training in employable skills (e.g. specific tools and use, fire control, carpentry) RATING: 3
Corpsmember will learn to reconize current lighting technologies and implement new energy efficient retrofit kits. this will enhance their skills and assi

[J] PROJECT CHECKLIST & SIGNATURE BLOCKS

SIGNING THIS DOCUMENT VERIFIES THAT:

- A Sponsor Agreement (CCC 96) is on file at Headquarters.
- If a reimbursable project, a CCC-96A or STD-13 agreement has been submitted to Headquarters.
- If the Sponsor is a non-profit entity, a statement of non-profit status and Private Property/Sponsor Authorization form have been submitted to HQ.
- If the Sponsor is a for-profit entity, a Private Property/Sponsor Authorization has been submitted to HQ.
- The project conforms to CCC's Injury and Illness Prevention Program (IIPP)

Project Coordinator:	Print	Sign	Date:
JUAN MUY			

Center Director:	
------------------	--

THE SPONSOR REPRESENTATIVE AGREES TO THE FOLLOWING:

- If there are hazardous materials present, the sponsor has provided the location, identity, and amounts of any hazardous substances at the worksite and provided all Material Safety Data Sheets for hazardous materials that are present at the worksite

OR

- To the best knowledge of the sponsor, the worksite is free of any known hazardous materials.

AND

- That all applicable local, state, and federal permits, approvals, and clearances have been obtained.

Sponsor Representative:	Print	Sign	Date:

Project Description: (cont.)

TRAINING VALUE FOR OUR CREWS UNDER THE PROP 39 GUIDELINES. ANY SAVINGS ACHIEVED BY OUR LOW OR NO COST LABOR SOURCE MUST CARRY THROUGH TO THE LEA OR BY LEVERAGING ADDITIONAL ECM'S WITH THOSE SAVINGS

LEGISLATIVE MANDATE - Natural Resources: (cont.)

implement energy savings opportunities, thus saving the state energy and reducing carbon footprint.

LEGISLATIVE MANDATE - Corpsmember Skills: (cont.)

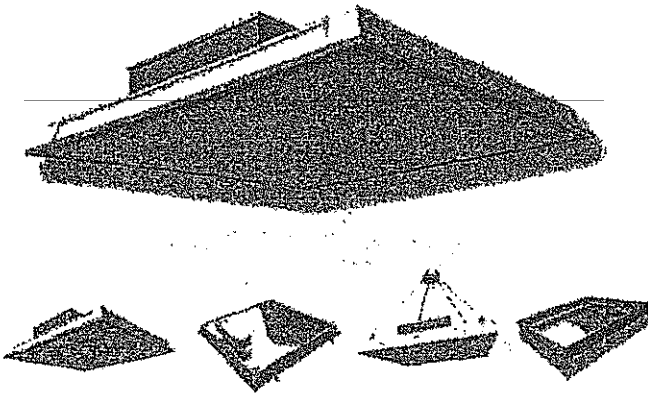
new energy efficient retrofit kits. this will enhance their skills and assist them in future employment.

HQ Projects Database System Ver: 2.6.4 (03/21/2016)

Ambient Lighting Panel

Features

- Nominal voltage: AC100-277V.
- Mains frequency: 50Hz/60Hz.
- Nominal wattage: 36W.
- Efficacy: 125 Lm/W+ Reflector paper.
- Power Factor: 0.90.
- Beam Angle: Flood.
- Dimming: Non-Dimmable.
- Isolation Class: Class I.
- Ingress Protection: IP20 (Damp Location).
- Body Material: PVC.
- Lens: PMMA.



LED module

- Module size : 553 x 553 x 1.8 mm
- Beam Angle: 120°
- LED junction temperature : 110°C
- Current of LED module : 1100 mA

Driver

- Input Voltage : 100-277 VAC
- Input Frequency : 50-60 Hz
- Output Voltage: 27-40 V dc
- Output Current: 1.1A
- T-ambient : -10(min), 45 (max) C

Data Sheet

Model	Lumens	Watts	Efficacy	CRI	Color	Power	THD
2x2 Luminaires							
SYH-PL6640FN(3500K)	4574 lm	36.5 w	125.32lm/w	82.4	3500	0.9035	15.57 %
SYH-PL6640FN(4000K)					4000		
SYH-PL6640FN(5000K)	4717 lm	40.72 w	129.69lm/w	83.3	5000	0.9178	16.42 %
2x4 Luminaires							
SYH-PL61240FD(3500K)	5310.3 lm	40.64 w	130.67 lm/w	84	3500	0.9087	14.34%
SYH-PL61240FD(4000K)					4000		
SYH-PL61240FD(5000K)	5606 lm	41.24 w	135.94 lm/w	85.3	5000	0.9005	

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

APPROVE RESOLUTION NO. 15/16.21
DECLARING AN ELECTION BE HELD IN ITS
JURISDICTION; REQUESTING THE BOARD OF
SUPERVISORS TO CONSOLIDATE THIS
ELECTION WITH ANY OTHER ELECTION
CONDUCTED ON SAID DATE

AGENDA ITEM AREA:

INFORMATION/ACTION

REQUESTED BY:

SCOTT LEAMAN

ENCLOSURES:

YES

DEPARTMENT:

ADMINISTRATION

FINANCIAL INPUT/SOURCE

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

YES

BACKGROUND:

The Board of Trustees will take action to approve Resolution 15/16.21 declaring an election be held in its jurisdiction requesting the Board of Supervisors to consolidate this election with any other election conducted on said date, and requesting election services by the County Clerk.

ADMINISTRATION RECOMMENDATION:

Administration recommends the Board of Trustees adopt Resolution 15/16.21 declaring an election be held.

**NOTICE OF GOVERNING BOARD MEMBER ELECTION AND/OR
NOTICE TO SUBMIT MEASURE(S) TO A VOTE OF THE VOTERS**

Resolution No. 15/16.21

RESOLUTION OF THE GOVERNING BODY OF THE

Western Placer Unified School

DECLARING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION
WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE;
AND
REQUESTING ELECTION SERVICES BY THE COUNTY CLERK.

WHEREAS, this District Governing Body orders an election to be held in its jurisdiction on
November 8, 2016; at which election the issue(s) to be presented to the voters shall be:

NOMINATION OF CANDIDATES FOR THE GOVERNING BODY

1. Said election shall be to fill a vacancy for the following Board Members(s) who resigned and/or whose term(s) expired:

Incumbent's Name	Trustee area (if applicable)	Regular/Short Term
Paul Long	1	Regular
Paul Carras	3	Regular

2. Said Directors for this District are elected in the following manner:

 At Large.

There are no divisions in the District; all voters within the District vote for all candidates.

 By Trustee Area.

Districts are split into areas; only those voters residing in the area may vote for candidates who run in the area.

 X Qualified by Trustee Area-Elected at Large.

Directors must qualify to run by living in a specific division, but all voters within the District may vote on all candidates.

3. Said District has determined the following election particulars:

- The length of the Candidate Statement shall not exceed 200 words.
(Specify either 200 or 400 words)
- The cost of the Candidate Statement shall be paid by the Candidate.
(Specify Candidate or District)

MEASURE(S) TO BE SUBMITTED TO THE VOTERS (IF APPLICABLE)

(If this election is strictly for deciding one or more measures and no candidates are to be elected, please complete #4 through #6 below)

4. Said District does not request that the following measure(s) be decided at this election.
(Specify does or does not)

- Said Governing Board orders the following measure(s) to be put to a vote of the residents of the District:

(See attached wording marked Exhibit(s) _____)

5. Said District has determined the following election particulars:

- In the case of a tie vote, the election shall be determined by LOT.
(Specify lot or runoff election)
- The County Clerk is requested to provide election services. If the District requests the Placer County Elections Division to provide election services, all applicable costs will be paid for by the District.
(Specify requested or not requested)

6. The District hereby certifies that (please check one):

_____ There have been changes to the District boundary lines since our last election as shown on the attached map and/or legal description.

X There have been no District boundary changes since our last election, but the District understands that the Placer County Public Works Mapping Division will verify our District boundary lines prior to the election.

BE IT RESOLVED that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;
2. Authorize and direct the County Clerk, at Governing Body expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order if applicable.

PASSED AND ADOPTED by the Governing Body on May 3, 2016.

AYES:

NOES:

ABSENT:

ATTEST: _____
SECRETARY OF THE BOARD

CHAIR OF THE BOARD

(Seal)

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approve Resolution #15/16.22 Authorizing the Issuance of 2016 Tax and Revenue Anticipation Notes and Requesting the Board of Supervisors of Placer County to Issue Said Notes

AGENDA ITEM AREA:

Action

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent - Business & Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

General Fund Cash

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

Yes

BACKGROUND:

Tax Revenue Anticipation Notes (TRANS) are used as a financing tool to mitigate cash flow deficits. The notes are issued at a tax-exempt interest rate, which is substantially lower than normal bank loans. The proceeds may then be reinvested with the Placer County Treasurer or in a Guaranteed Investments Contract (GIC) at a higher rate of interest.

The district's cash flow projections reflect potential cash deficits during the 2016-17 school year due to the scheduled apportionment payments of property taxes from Placer County as reflected on the projected cashflow at Second Interim reporting (Attachment A). The TRANS will not exceed \$10,000,000 and will be calculated to be the amount needed to carry the District until property tax revenues and state deferrals are received. When the cash from TRANS is not needed to cover the deficit, it remains invested at the higher interest rate.

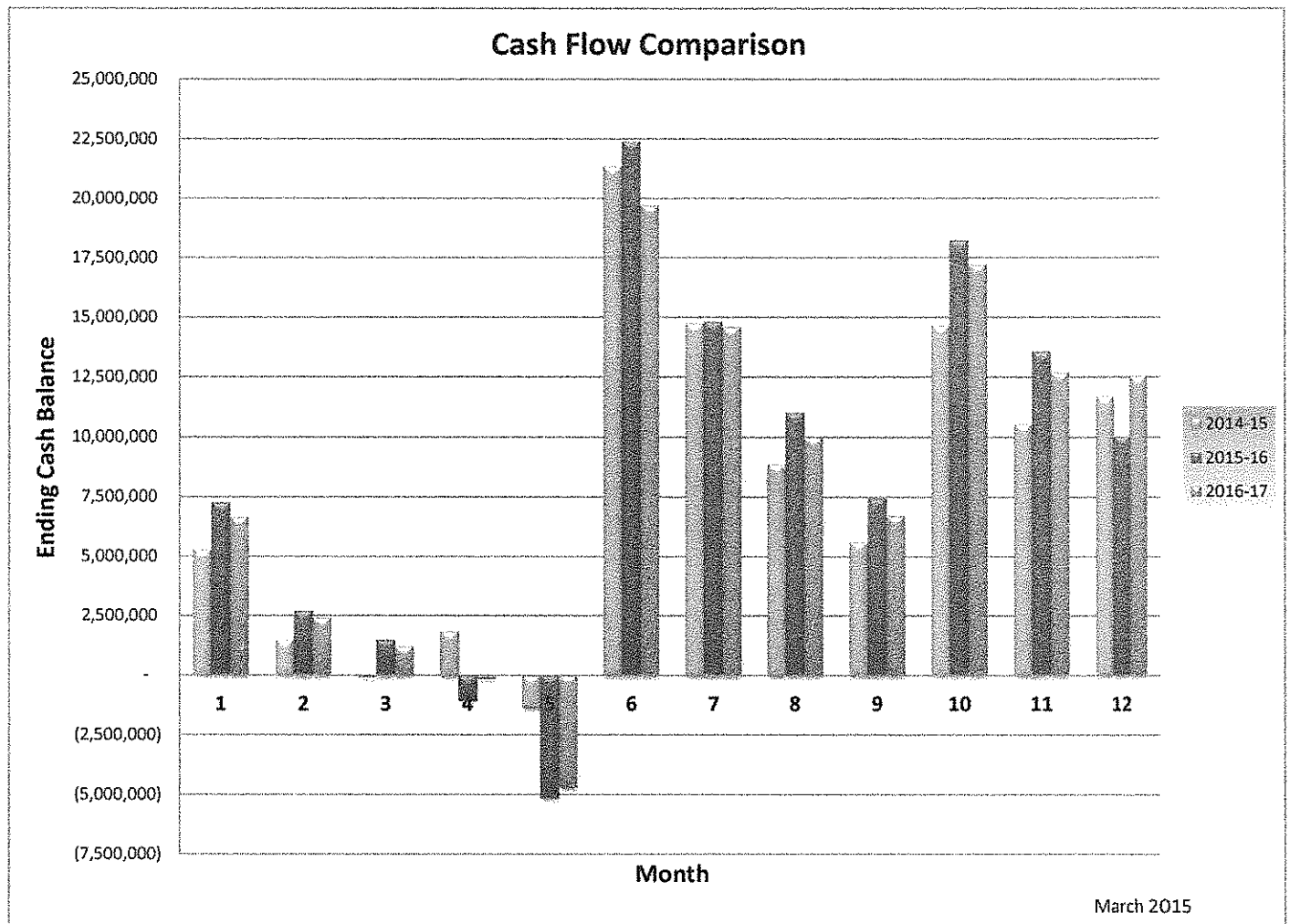
The Resolution (Attachment B) authorizes the issuance of a TRANS for the 2016-17 fiscal year and requests the Placer County Board of Supervisors the issue TRANS notes. Also included in the item is the draft Note Purchase Agreement (Attachment C) with the District and Placer County

RECOMMENDATION:

Staff recommends the Board of Trustees adopt the Resolution #15/16.22 (Attachment B) to authorize participation in the 2016 TRANS process.

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES

Attachment A



Attachment B

WESTERN PLACER UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 15/16.22

**RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN PLACER
UNIFIED SCHOOL DISTRICT AUTHORIZING THE ISSUANCE OF 2016
TAX AND REVENUE ANTICIPATION NOTES FOR SAID DISTRICT
AND REQUESTING THE BOARD OF SUPERVISORS OF PLACER
COUNTY TO ISSUE SAID NOTES**

WHEREAS, pursuant to section 53850 *et seq.* of the Government Code of the State of California (the "Act") contained in Article 7.6, Chapter 4, Part 1, Division 2, Title 5 thereof, entitled "Temporary Borrowing," on or after the first day of any fiscal year (being July 1), the Western Placer Unified School District (the "District") may borrow money by issuing notes for any purpose for which the District is authorized to use and expend moneys, including but not limited to current expenses, capital expenditures, investment and reinvestment and the discharge of any obligation or indebtedness of the District; and

WHEREAS, section 53853 of the Act provides that such notes must be issued in the name of a school district by the board of supervisors of the county, the county superintendent of which has jurisdiction over said district, as soon as possible following the receipt of a resolution of the governing board of the district requesting the borrowing; and

WHEREAS, this Board of Trustees (the "District Board"), being the governing board of the District, hereby requests the borrowing of not to exceed \$10,000,000 at an interest rate not to exceed seven percent (7%), through the issuance by the Board of Supervisors (the "County Board") of the County of Placer (the "County") of 2016 Tax and Revenue Anticipation Notes (the "Notes") in the name of the District; and

WHEREAS, pursuant to federal tax restrictions, such Notes shall be payable no more than thirteen (13) months after their date of delivery which is during the fiscal year succeeding the fiscal year 2016-17 in which such Notes were issued and pursuant to section 53854 of the Act, such Notes shall be payable only from revenue received or accrued during the fiscal year 2016-17 in which issued; and

WHEREAS, pursuant to section 53856 of the Act, the District may pledge any taxes, income, revenue, cash receipts or other moneys of the District, including moneys deposited in inactive or term deposits, (but excepting certain moneys encumbered for a special purpose); and this Resolution specifies that certain unrestricted revenues which will be received by the District for the general fund of the District during or allocable to fiscal year 2016-17 are pledged for the payment of the Notes; and

WHEREAS, the Notes shall be a general obligation of the District, and to the extent not paid from the taxes, income, revenue, cash receipts or other moneys of the District pledged for the payment thereof shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as required by section 53857 of the Act; and

WHEREAS, the Notes shall be in denominations of \$5,000, or integral multiples thereof, as permitted by section 53854 of the Act; shall be issued on the date designated by the County Board therefor, as permitted by section 53853 of the Act; and shall be in the form and executed in the manner prescribed in this Resolution, as required by section 53853 of the Act; and

WHEREAS, the District Board has found and determined that said \$10,000,000 maximum principal amount of Notes to be issued by the County Board in fiscal year 2016-17, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from state and federal governments), cash receipts and other moneys of the District which will be available for the payment of the Notes and interest thereon, as required by section 53858 of the Act; and

WHEREAS, the Notes will not be outstanding after a period ending thirteen months after the date on which such Notes are issued and will not be issued in an amount greater than the maximum anticipated cumulative cash flow deficit to be financed by the anticipated tax or other revenue sources for the period for which such taxes or other revenues are anticipated and during which such notes are outstanding, all as provided in the Income Tax Regulations of the United States Treasury promulgated under section 148 of the Internal Revenue Code of 1986, as amended (the "Code");

NOW, THEREFORE, the Board of Trustees of the Western Placer Unified School District hereby resolves as follows:

Section 1. Authorization of Issuance of Notes; Terms Thereof; Paying Agent. The District Board hereby requests the County Board to issue in the name of the District, an amount not to exceed \$10,000,000 principal amount of Notes pursuant to sections 53850 *et seq.* of the Act, designated "Western Placer Unified School District, County of Placer, State of California, 2016 Tax and Revenue Anticipation Notes" (the "Notes"); to be numbered from 1 consecutively upward in order of issuance (if more than one Note is registered); to be in the denominations of \$5,000, or integral multiples thereof, as determined by the purchaser thereof; to be dated the date of delivery thereof; to mature (without option of prior redemption) within thirteen (13) months of the dated date; and to bear interest, payable at maturity and computed on a 30-day month/360-day year basis, at the rate or rates determined at the time of sale thereof, but not in excess of seven percent (7%) per annum; provided that if the Notes will mature more than twelve (12) months after the date of issuance thereof, an additional interest payment date on or before the one year anniversary of the issuance of the Notes shall be selected, such selection to be conclusively evidenced by the execution of the Notes. Both the principal of and interest on the Notes shall be payable, only upon surrender thereof, in lawful money of the United States of America at the office of Treasurer-Tax Collector of the County or such other paying agent as the District or County may appoint (the "Paying Agent") which is hereby designated to be the paying agent on the Notes or such other Paying Agent as the County and District may designate. This District

Board hereby approves the payment of the reasonable fees and expenses of the Paying Agent as they shall become due and payable.

Section 2. Form of Notes. The Notes shall be issued in registered form and shall be substantially in the form and substance set forth in the resolution of the County approving the Notes, the blanks in said form to be filled in with appropriate words and figures as authorized herein and in the resolution of the County. The Notes shall be initially registered in the name of "Cede & Co." as nominee of The Depository Trust Company, and shall be evidenced by one note in the full principal amount of the Notes. There shall accompany the Notes, the legal opinion of Quint & Thimmig LLP respecting the validity of said Notes.

Section 3. Deposit of Note Proceeds. The moneys so borrowed shall be deposited in the general fund of the District or in a fund held by the Paying Agent on behalf of the District. Moneys in such funds held by the Paying Agent may be invested as authorized by Section 9 herein.

Section 4. Payment of Notes.

(a) *Source of Payment.* The principal amount of the Notes, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during fiscal year 2016-17 and which are available therefor. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues defined below, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(b) *Pledged Revenues.* The Notes shall be obligations of the District and shall be secured by a pledge of and first lien and charge against the first "unrestricted moneys," as hereinafter defined, to be received by the County on behalf of the District in such months and in such amounts as shall be determined by the President (or the President's designee) prior to the date of sale of the Notes, sufficient to pay the principal of and interest on the Notes through the maturity date thereof (the "Pledged Revenues"). The term "unrestricted revenues" shall mean taxes, income, revenue, cash receipts, and other moneys of the District as provided in section 53856 of the Act, which are intended as receipts for the general fund of the District and which are generally available for the payment of current expenses and other obligations of the District.

The principal of the Notes and the interest thereon shall be a first lien and charge against and shall be payable from the first moneys received by the District from such Pledged Revenues, as provided by law.

In the event that there are insufficient unrestricted revenues received by the District to permit the deposit into the Repayment Fund, as hereinafter defined, of the full amount of Pledged Revenues to be deposited from unrestricted revenues in a month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the repayment of the Notes and the interest thereon.

(c) *Covenant Regarding Additional Short-term Borrowing.* The District hereby covenants and warrants that it will not request the County of Placer Treasurer-Tax Collector (the "Treasurer") to make temporary transfers of funds in the custody of the Treasurer to meet any obligations of

the District during the 2016-17 fiscal year pursuant to the authority of Article XVI, Section 6 of the Constitution of the State of California or any other legal authority.

(d) *Deposit of Pledged Revenues in Repayment Fund.* The Pledged Revenues shall be deposited with and held by the Paying Agent in a special fund designated as the "Western Placer Unified School District, County of Placer, State of California, 2016 Tax and Revenue Anticipation Notes Repayment Fund" (herein called the "Repayment Fund") and applied as directed in this Resolution. Any moneys placed in the Repayment Fund shall be for the benefit of the holders of the Notes, and until the Notes and all interest thereon are paid or until provision has been made for the payment of the Notes at maturity with interest to maturity, the moneys in the Repayment Fund shall be applied only for the purposes for which the Repayment Fund is created.

(e) *Disbursement and Investment of Moneys in Repayment Fund.* From the date this Resolution takes effect, all Pledged Revenues shall, when received, be deposited in the Repayment Fund. After such date as the amount of Pledged Revenues deposited in the Repayment Fund shall be sufficient to pay in full the principal of and interest on the Notes, when due, any moneys in excess of such amount remaining in or accruing to the Repayment Fund shall be transferred to the general fund of the District upon the request of the District. On the maturity date of the Notes, the moneys in the Repayment Fund shall be used, to the extent necessary, to pay the principal of and interest on the Notes.

Moneys in the Repayment Fund shall be invested pursuant to Section 9 of this Resolution.

Section 5. Execution of Notes. The District hereby requests the County Chairperson (the "Chairperson") and the Treasurer, or a designee thereof, sign the Notes manually or by facsimile signature and the Clerk of the County Board (the "Clerk") countersign the Notes by use of his or her manual or facsimile signature, and said Clerk is hereby requested to affix the seal of the County thereto by facsimile impression thereof, and said officers are hereby requested to cause the blank spaces thereof to be filled in as may be appropriate. The Notes shall not be valid, unless and until the authenticating agent selected by the District and the Treasurer shall have manually authenticated such Notes.

Section 6. Appointment of Bond Counsel and Financial Advisor. Quint & Thimmig LLP is hereby appointed as bond counsel and disclosure counsel to the District in connection with the issuance of the Notes. Capitol Public Finance Group, LLC is hereby appointed as the financial advisor to the District in connection with the issuance of the Notes (the "Financial Advisor").

Section 7. Official Statement. The District Board hereby approves a preliminary official statement describing the financing, in the form presented to this meeting, together with any changes therein or additions thereto deemed advisable by the President, or any designee thereof. The District Board authorizes and directs the President, or any designee thereof, on behalf of the District, to deem "final" pursuant to Rule 15c2-12 under the Securities Exchange Act of 1934 (the "Rule") the Preliminary Official Statement prior to its distribution to prospective purchasers of the Notes.

The Financial Advisor, on behalf of the District, is authorized and directed to cause the Preliminary Official Statement to be distributed to such persons as may be interested in purchasing the Notes therein offered for sale.

The President, or any designee thereof, is authorized and directed to cause the Preliminary Official Statement to be brought into the form of a final official statement (the "Final Official Statement") and to execute the Final Official Statement, dated as of the date of the sale of the Notes, and a statement that the facts contained in the Final Official Statement, and any supplement or amendment thereto (which shall be deemed an original part thereof for the purpose of such statement) were, at the time of sale of the Notes, true and correct in all material respects and that the Final Official Statement did not, on the date of sale of the Notes, and does not, as of the date of delivery of the Notes, contain any untrue statement of a material fact with respect to the District or omit to state material facts with respect to the District required to be stated where necessary to make any statement made therein not misleading in light of the circumstances under which it was made. The President, or any designee thereof, shall take such further actions prior to the signing of the Final Official Statement as are deemed necessary or appropriate to verify the accuracy thereof. The execution of the Final Official Statement, which shall include such changes and additions thereto deemed advisable by the President, or any designee thereof, and such information permitted to be excluded from the Preliminary Official Statement pursuant to the Rule, shall be conclusive evidence of the approval of the Final Official Statement by the District.

The Final Official Statement, when prepared, is approved for distribution in connection with the offering and sale of the Notes.

Section 8. Sale of the Notes. The Notes shall be sold to the purchaser at a negotiated sale through a competitive process conducted by the Financial Advisor appointed herein. The form of Note Purchase Agreement for the Notes (the "Note Purchase Agreement"), in the form presented to this meeting, is hereby approved. The Chairperson or the Treasurer, or a designee thereof, is hereby requested to execute and deliver the Note Purchase Agreement, and the President, or any designee thereof, is hereby authorized and requested to acknowledge such Note Purchase Agreement, if necessary, but with such changes therein, deletions therefrom and modifications thereto as the Chairperson or the Treasurer, or a designee thereof, may approve, such approval to be conclusively evidenced by his or her execution and delivery thereof; provided, however, that the maximum interest rate on the Notes shall not exceed seven percent (7%) per annum and that the discount not exceed 1% of the par amount of the Notes. The President, or any designee thereof, is further authorized to determine the maximum principal amount of Notes to be specified in the Note Purchase Agreement for sale by the County Board, not to exceed \$10,000,000 and to enter into and execute the Note Purchase Agreement with the purchaser, if the conditions set forth in this Resolution are satisfied.

Section 9. Delivery of Notes. The proper officers of the County Board are hereby requested to deliver the Notes to the purchaser thereof. All actions heretofore taken by the officers and agents of the District Board with respect to the Notes are hereby approved, confirmed and ratified, and the officers of the District Board are hereby authorized and directed to do any and all things and take any and all actions which they, or any of them, may deem necessary or

advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with this Resolution and resolutions hereafter adopted by the County Board.

Section 10. Authorization to Invest in Investment Agreement and LAIF. Subject to federal tax restrictions, moneys in the funds created hereunder shall be invested at the Treasurer's discretion pursuant to law and the investment policy of the County, unless otherwise directed in writing by the District. Pursuant to section 53601(1) of the Government Code of the State of California, the following are also hereby designated as additional authorized investments for the proceeds of the Notes and for the moneys in the Repayment Fund: (i) a guaranteed investment agreement meeting the requirements of each rating agency then rating the Notes necessary to maintain the current rating on the Notes and (ii) the Local Agency Investment Fund administered by the State of California. Investments of moneys in the Repayment Fund shall not have a maturity date later than the maturity date of the Notes.

Section 11. Continuing Disclosure. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of that certain Continuing Disclosure Certificate executed by the District and dated the date of issuance and delivery of the Notes, as originally executed and as it may be amended from time to time in accordance with the terms thereof. Noncompliance with this Section shall not result in acceleration of the Notes.

Section 12. Tax Covenants

(a) *Private Activity Bond Limitation.* The District shall assure that the proceeds of the Notes are not so used as to cause the Notes to satisfy the private business tests of section 141(b) of the Code (as hereinafter defined) or the private loan financing test of section 141(c) of the Code.

(b) *Federal Guarantee Prohibition.* The District shall not take any action or permit or suffer any action to be taken if the result of the same would be to cause any of the Notes to be "federally guaranteed" within the meaning of section 149(b) of the Code.

(c) *Rebate Requirement.* The District shall take any and all actions necessary to assure compliance with section 148(f) of the Code, relating to the rebate of excess investment earnings, if any, to the federal government, to the extent that such section is applicable to the Notes.

(d) *No Arbitrage.* The District shall not take, or permit or suffer to be taken any action with respect to the proceeds of the Notes which, if such action had been reasonably expected to have been taken, or had been deliberately and intentionally taken, on the date of issuance of the Notes would have caused the Notes to be "arbitrage bonds" within the meaning of section 148 of the Code.

(e) *Maintenance of Tax-Exemption.* The District shall take all actions necessary to assure the exclusion of interest on the Notes from the gross income of the registered owners of the Notes to the same extent as such interest is permitted to be excluded from gross income under the Code as in effect on the date of issuance of the Notes.

For purposes of this Section 8, the term "Code" means the Internal Revenue Code of 1986 as in effect on the date of issuance of the Notes or (except as otherwise referenced herein) as it

may be amended to apply to obligations issued on the date of issuance of the Notes, together with applicable proposed, temporary and final regulations promulgated, and applicable official public guidance published, under the Code.

Section 13. Covenants and Warranties. It is hereby covenanted and warranted by the District that all representations and recitals contained in this Resolution are true and correct, and that the District, its appropriate officials and the District Board, have duly taken, or will take, all proceedings necessary to be taken by them for the levy, collection and enforcement of the Pledged Revenues in accordance with law for carrying out the provisions of this Resolution and the Notes.

Section 14. Transmittal of Resolution. The Secretary of this Board is hereby directed to send an original certified copy of this Resolution to the County Board, the Treasurer and the County President of Schools.

Section 15. Recitals. All the recitals in this Resolution above are true and correct and this District Board so finds, determines and represents.

Section 16. Other Actions. All actions heretofore taken by the officers and agents of the District with respect to the sale and issuance of the Notes are hereby approved, confirmed and ratified, and the officers of the District are hereby authorized and directed, for and in the name and on behalf of this District, to do any and all things and take any and all actions and execute and deliver any and all certificates, agreements and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with, and to carry out the intent of, this Resolution.

PASSED AND ADOPTED by the Board of Trustees of the Western Placer Unified School District this 3rd day of May, 2016, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

WESTERN PLACER UNIFIED SCHOOL
DISTRICT

By _____
President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

\$ _____
**WESTERN PLACER UNIFIED SCHOOL DISTRICT
2016 TAX AND REVENUE ANTICIPATION NOTES**

NOTE PURCHASE AGREEMENT

August 4, 2016

Ms. Jenine Windeshausen
Treasurer-Tax Collector
County of Placer
2976 Richardson Drive
Auburn, California 95603

Dear Ms. Windeshausen:

The undersigned (the "Underwriter") offers to enter into this agreement with the County of Placer, California (the "County") that, upon the County's acceptance hereof, will be binding upon the County and upon the Underwriter. This offer is made subject to the written acceptance of this Note Purchase Agreement by the County and the delivery of such acceptance to the Underwriter at or prior to 5:00 P.M. California time, on the date hereof.

1. Upon the terms and conditions and upon the basis of the representations and warranties hereinafter set forth, the Underwriter hereby purchases from the County for reoffering to the public, and the County hereby sells to the Underwriter for such purpose, all (but not less than all) of \$_____ aggregate principal amount of Western Placer Unified School District, County of Placer, California (the "District") 2016 Tax and Revenue Anticipation Notes, dated August 25, 2016, and due August 24, 2017 (the "Notes"), bearing interest at _____% per annum and for the purchase price of \$_____ (equal to the principal amount of the Notes of \$_____, plus a premium of \$_____). The reoffering yield of the Notes is _____% (reoffering price is _____%). The Underwriter's compensation is \$_____.

The County hereby acknowledges and agrees that (a) the purchase and sale of the Notes (hereinafter defined) pursuant to this Note Purchase Agreement is an arm's-length commercial transaction between the County and the Underwriter, (b) in connection therewith and with the discussions, undertakings and procedures leading up to the consummation of such transaction, the Underwriter is and has been acting solely as a principal and is not acting as the agent or fiduciary of the County or the District, (c) the Underwriter has not assumed an advisory or fiduciary responsibility in favor of the County or the District with respect to the offering and sale of the Notes contemplated hereby or the discussions, undertakings and procedures leading thereto (irrespective of whether the Underwriter has provided other services or is currently providing other services to the County or the District on other matters) and the Underwriter has

no obligation to the County or the District with respect to the offering and sale of the Notes contemplated hereby except the obligations expressly set forth in this Note Purchase Agreement, and (d) the County and the District have consulted their own legal, financial and other advisors to the extent they have deemed appropriate in connection with the issuance of the Notes and the other matters contemplated by this Note Purchase Agreement.

2. The Notes shall be as described in the resolution adopted by the District on May 3, 2016, and in the resolution adopted by the County on June 7, 2016, authorizing the issuance of the Notes (collectively, the "Resolution"), and shall be issued under the provisions of the Constitution and laws of the State of California (the "State").

3. Within seven business days hereof, the District shall deliver to the Underwriter an Official Statement of the District relating to the Notes (which, together with all appendices thereto and with such changes therein and supplements thereto that are consented to in writing by the Underwriter, is herein called the "Official Statement"), in a form satisfactory to the Underwriter and duly executed by the District, which the District deems final as of its date. The District has authorized the use and reproduction of the Official Statement in connection with the offering and sale of the Notes by the Underwriter. The District also has approved of the use and reproduction by the Underwriter prior to the date of the Official Statement of a preliminary official statement, dated July 26, 2016, relating to the Notes (which, together with all appendices thereto, is herein called the "Preliminary Official Statement") in connection with the offering of the Notes.

4. The Underwriter agrees to make a bona fide public offering of all the Notes at the initial public offering price as set forth on the cover page of the Official Statement. Subsequent to such initial public offering the Underwriter reserves the right to change the public offering price as it may deem necessary in connection with the marketing of the Notes.

5. No later than 10:00 A.M., California time, on August 25, 2016, or at such other time or on such later business day as shall have been mutually agreed upon by the District and the Underwriter (the "Closing"), the District will deliver to the Underwriter at the offices of The Depository Trust Company ("DTC"), or at such other place as the District and the Underwriter may mutually agree upon, the Notes in definitive form duly executed, together with the other documents hereinafter mentioned; and the Underwriter will accept such delivery and pay the purchase price as set forth in paragraph 1 hereof by wire in "Federal Reserve Funds" (same day funds) to the Treasurer-Tax Collector of the County, as paying agent (the "Paying Agent"), or upon the written order of the District. The Notes shall be delivered to DTC for the account of the Underwriter in New York, New York (or at such other place as the Underwriter and the District mutually agree upon) in typewritten form, bearing a CUSIP number, duly executed by the County and authenticated by the Paying Agent. The Notes will be made available in New York, New York for checking and packaging at least one business day prior to the Closing.

6. The District represents and warrants to the Underwriter and the County that:

(a) The District is a school district organized and validly existing under the laws of the State, including the State Constitution, with all right and power to sell the Notes as of the date hereof and to hereafter issue the Notes and to execute, deliver and perform its obligations under this Note Purchase Agreement and the Resolution.

(b) (i) At or prior to the Closing the District will have taken all action required to be taken by it to authorize the issuance and delivery of the Notes and the performance of its obligations under the Resolution, (ii) the District has, and at the date of the Closing will continue to have, full legal right, power and authority to enter into this Note Purchase Agreement and, at the date of the Closing will have full legal right, power and authority to issue and deliver the Notes to the Underwriter and to perform its obligations as provided in the Resolution and this Note Purchase Agreement; at or prior to the Closing the execution and delivery of, and the performance by the District of its obligations contained in this Note Purchase Agreement shall have been duly authorized; (iii) this Note Purchase Agreement has been duly executed and delivered and constitutes a valid and legally binding obligation of the District; and (iv) the District has duly authorized the consummation by it of all transactions contemplated by this Note Purchase Agreement.

(c) The Notes shall be secured as to the payment of principal and interest from the revenues and in the manner as described in the Resolution and the Official Statement. All of the Notes shall be general obligations of the District, and, to the extent not paid from the revenues pledged thereto, they shall be paid from any other moneys of the District lawfully available therefor.

(d) The District selected the Underwriter at the recommendation of Capitol Public Finance Group, LLC.

(e) There are no present conditions or determinations of which the District is aware that will prevent the receipt of and application by the District of the revenues pledged to pay the Notes.

(f) The performance of this Note Purchase Agreement, the performance of the District's obligations under its resolution and compliance with the provisions hereof and thereof by the District, do not and will not conflict with or constitute on the part of the District a breach of, or a default under, any existing law, ordinance, regulation, decree, order or resolution, or (to the best knowledge of the District, after due investigation) any agreement, indenture, mortgage, lease or other instrument, to which the District is subject or by which it is bound.

(g) All authorizations, consents or approvals of, or filings or registrations, if any, with any Governmental Authority or court necessary for the valid issuance by the District of, and performance by the District of its obligations under, the Notes will have been duly obtained or made prior to the issuance of the Notes (and disclosed to the Underwriter). As used herein, the term "Governmental Authority" refers to any legislative body or governmental official, department, commission, board, bureau, agency, instrumentality, body or public benefit corporation.

(h) As of the time of acceptance hereof and as of the Closing no action, suit, proceeding or investigation is pending or (to the best knowledge of the District) threatened against the District or (to the best knowledge of the District, no independent investigation having been made) any other person in any court or before any Governmental Authority seeking to restrain or enjoin the issuance or delivery of any of the Notes or in any way contesting or affecting the validity of the Resolution, the Notes, this Note Purchase Agreement, or the receipt or application of the revenues pledged to pay the Notes or the payment of principal of and interest on the Notes, or contesting the powers of the District to issue the Notes.

(i) Any certificate signed by any official or other representative of the District and delivered to the Underwriter pursuant to this Note Purchase Agreement shall be deemed a representation and warranty by the District to the Underwriter as to the statements therein made.

7. The County represents and warrants to the Underwriter that:

(a) The County is validly existing under the laws of the State, including the State Constitution, with all right and power to sell the Notes as of the date hereof and to hereafter issue the Notes and to execute, deliver and perform its obligations under this Note Purchase Agreement and the Resolution.

(b) (i) At or prior to the Closing, the County will have taken all action required to be taken by it to authorize the issuance and delivery of the Notes and the performance of its obligations under the Resolution, (ii) the County has, and at the date of the Closing will continue to have, full legal right, power and authority to enter into this Note Purchase Agreement and, at the date of the Closing will have full legal right, power and authority to issue and deliver the Notes to the Underwriter and to perform its obligations as provided in the Resolution and this Note Purchase Agreement; at or prior to the Closing the execution and delivery of, and the performance by the County of its obligations contained in this Note Purchase Agreement shall have been duly authorized; (iii) this Note Purchase Agreement has been duly executed and delivered and constitutes a valid and legally binding obligation of the County; and (iv) the County has duly authorized the consummation by it of all transactions contemplated by this Note Purchase Agreement.

(c) The Notes shall be secured as to the payment of principal and interest from the revenues and in the manner as described in the Resolution and the Official Statement. All of the Notes shall be general obligations of the District, and, to the extent not paid from the revenues pledged thereto, they shall be paid from any other moneys of the District lawfully available therefor and are not payable from County moneys.

(d) The County agrees that it will not issue any additional notes for the District secured by the revenues pledged to pay the Notes without the consent of the Underwriter.

(e) There are no present conditions or determinations of which the County is aware that will prevent the receipt of and application by the County or the District of the revenues pledged to pay the Notes.

(f) The performance of this Note Purchase Agreement, the performance of the District's obligations under its resolution and compliance with the provisions hereof and thereof by the County, do not and will not conflict with or constitute on the part of the County a breach of, or a default under, any existing law, ordinance, regulation, decree, order or resolution, or (to the best knowledge of the County, after due investigation) any agreement, indenture, mortgage, lease or other instrument, to which the County is subject or by which it is bound.

(g) All authorizations, consents or approvals of, or filings or registrations, if any, with any Governmental Authority or court necessary for the valid issuance by the County of, and performance by the County of its obligations with respect to, the Notes will have been duly obtained or made prior to the issuance of the Notes (and disclosed to the Underwriter).

(h) As of the time of acceptance hereof and as of the Closing no action, suit, proceeding or investigation is pending or (to the best knowledge of the County) threatened against the County or (to the best knowledge of the County, no independent investigation having been made) any other person in any court or before any Governmental Authority seeking to restrain or enjoin the issuance or delivery of any of the Notes or in any way contesting or affecting the validity of the Resolution, the Notes, this Note Purchase

Agreement, or the receipt or application of the revenues pledged to pay the Notes or the payment of principal of and interest on the Notes, or contesting the powers of the District to issue the Notes.

(i) Any certificate signed by any official or other representative of the County and delivered to the Underwriter pursuant to this Note Purchase Agreement shall be deemed a representation and warranty by the County to the Underwriter as to the statements therein made.

8. The Underwriter has entered into this Note Purchase Agreement in reliance upon the representations and warranties of the District contained herein, the Resolution, and the performance by the District of its obligations hereunder, as of the date hereof and as of the date of the Closing. The Underwriter's obligations under this Note Purchase Agreement are and shall be subject to the following further conditions as of the Closing:

(a) The representations and warranties of the County contained herein shall not be materially inaccurate at the date hereof and at and as of the Closing as if made as of the Closing and the statements made in all certificates and other documents delivered to the Underwriter at the Closing pursuant hereto shall not be materially inaccurate at the Closing; and the County shall be in compliance with each of the agreements made by it in this Note Purchase Agreement (unless such agreements are waived by the Underwriter).

(b) At the time of the Closing this Note Purchase Agreement shall be in full force and effect; the Resolution and this Note Purchase Agreement shall not have been amended, modified or supplemented except as may have been agreed to in writing by the Underwriter; all actions that, in the opinion of Quint & Thimmig LLP, San Francisco, California ("Bond Counsel"), shall be necessary in connection with the transactions contemplated hereby shall have been duly taken and shall be in full force and effect; and the County shall perform or has performed all of its obligations required under or specified in the Resolution or this Note Purchase Agreement to be performed at or prior to the Closing.

(c) The provisions of law governing the payment of the revenues pledged to pay the Notes shall be in full force and effect and shall not have been amended in any respect that would materially adversely affect the prospects that such revenues will be received in the amounts and by the respective dates indicated in the Resolution and the Official Statement.

(d) Except as disclosed in the Official Statement, no decision, ruling or finding shall have been entered by any court or Governmental Authority since the date of this Note Purchase Agreement (and not reversed on appeal or otherwise set aside) (i) that has any of the effects described in Section 6(h), or (ii) that declares this Note Purchase Agreement to be invalid or unenforceable in whole or in material part.

(e) In recognition of the desire of the County and the Underwriter to effect a successful public offering of the Notes, and in view of the potential adverse impact of any of the following events on a public offering, the Underwriter shall have the right to cancel its obligations to acquire the Notes, by written notice from the Underwriter to the District, if between the date hereof and the Closing: (i) the Official Statement shall have been amended, modified or supplemented without the consent in writing of the Underwriter, unless such consent was unreasonably withheld or (ii) any event shall occur that, in the reasonable professional judgment of the Underwriter, makes untrue any statement of a material fact set forth in the Official Statement or results in an omission to state a material fact necessary to make the statements therein, in the light of the circumstances under which they are made, not misleading; or (iii) the market for the Notes or the ability of the Underwriter to enforce contracts for the sale of the Notes shall have

been materially and adversely affected, in the reasonable professional judgment of the Underwriter, by (A) legislation enacted by the Congress of the United States, or passed by either House of the Congress, or recommended to the Congress for passage by the President of the United States, or favorably reported for passage to either House of the Congress by a committee of such House to which legislation has been referred for consideration, or a decision rendered by a court of the United States or by the United States Tax Court, or a ruling order, official statement, or regulation (final, temporary or proposed) made by the Treasury Department of the United States or the Internal Revenue Service, with respect to Federal taxation upon interest received on obligations of the general character of the Notes or that would have the effect of changing, directly or indirectly, the Federal income tax consequences of interest on obligations of the general character of the Notes in the hands of the holders thereof, or (B) any new outbreak of hostilities or other national or international calamity, crisis or default being such as would cause a major disruption in the municipal bond market, or (C) a general suspension of trading on the New York Stock Exchange, or fixing of minimum or maximum prices for trading or maximum ranges for prices for securities on the New York Stock Exchange, whether by virtue of a determination by that Exchange or by order of the Securities and Exchange Commission or any other Governmental Authority having jurisdiction, or (D) a general banking moratorium declared by either Federal or State authorities having jurisdiction, or (E) any action, suit, proceeding or investigation described in Section 6(h) hereof or any decision described in Section 8(d) hereof.

(f) At or prior to the Closing, the Underwriter shall receive the following documents each dated the date of the Closing:

(i) Unqualified approving opinion of Bond Counsel, as to the validity and tax-exempt status of the Notes.

(ii) A certificate of the County, executed on its behalf by its Treasurer-Tax Collector, in a form acceptable to Bond Counsel.

(iii) An arbitrage and use of proceeds certificate, satisfactory in form and substance to Bond Counsel.

(iv) Signature and No Litigation Certificates executed by applicable officers of the District.

(v) Evidence of any rating on the Notes.

(vi) A copy of the Blanket Letter of Representations with DTC, duly executed by the applicable officer of the District.

(vii) The Continuing Disclosure Certificate executed by the applicable officer of the District, as described in Section 13 hereof.

(viii) Such additional legal opinions, certificates, proceedings, instruments and other documents as the Underwriter or Bond Counsel may reasonably request to evidence compliance by the District with legal requirements, the accuracy, as of the time of Closing of the District's representations herein contained and the due performance or satisfaction by the District at or prior to such time of all agreements then to be performed and all conditions then to be satisfied by the District.

If the County shall be unable to satisfy the conditions to the Underwriter's obligations contained in this Note Purchase Agreement or if the Underwriter's obligations shall be terminated for any reason permitted by this Note Purchase Agreement, this Note Purchase Agreement shall terminate and neither the County nor the Underwriter shall have any further obligation hereunder, except that the obligations of the Underwriter and the District, to pay certain expenses as provided in Section 10 herein shall continue in full force and effect.

9. The performance by the County of its obligations is conditioned upon (i) the performance by the Underwriter of its obligations hereunder; and (ii) receipt by the County and the Underwriter of opinions and certificates required to be delivered at the Closing.

10. Whether or not the Notes are issued as contemplated by this Note Purchase Agreement, neither the County nor the Underwriter shall be under any obligation to pay and the District shall pay, all expenses incident to the performance of the District's obligations, including but not limited to (i) the fees and disbursements of the accountants, financial advisers and any other experts, consultants or advisers to the District and retained on such basis by the District; (ii) the fees of the Paying Agent (as defined in the Resolution) and of any rating agencies rating the Notes; (iii) the cost of preparation and reproduction of the Preliminary Official Statement, the final Official Statement, any amendment or supplement to the Preliminary Official Statement or the final Official Statement, and the cost of printing the Notes; (iv) the fees and disbursements of Bond Counsel; and (v) any other expenses and costs of the County and the District incident to the performance of their obligations in connection with the authorization, issuance and sale of the Notes to the Underwriter.

The Underwriter shall pay (i) the fees of the California Debt and Investment Advisory Commission; and (ii) other expenses incurred by it in connection with the offering and distribution of the Notes.

11. Any notice or other communication to be given to the County under this Note Purchase Agreement may be given by delivering the same in writing to the County Treasurer-Tax Collector, or to such other person as they may designate in writing, and any notice or other communication to be given to the Underwriter under this Note Purchase Agreement (other than the acceptance hereof as specified in the first paragraph hereof) may be given by delivering the same in writing to Mr. Todd Smith, Senior Vice President, Public Finance, Southwest Securities Inc., 2533 South Coast Highway 101, Suite 210, Cardiff by the Sea, CA 92007.

12. This Note Purchase Agreement when accepted by the County in writing as heretofore specified shall constitute the entire agreement between the County and the Underwriter and is made solely for the benefit of the County and the Underwriter (including the successors or assigns of the Underwriter). No other person shall acquire or have any right hereunder or by virtue hereof.

13. The District will undertake, pursuant to a Continuing Disclosure Certificate, substantially in the form reviewed by the Underwriter as of the date hereof, to provide notices of the occurrence of certain events, if material. A description of this undertaking is set forth in the Preliminary Official Statement and the Official Statement. Unless the District is otherwise notified in writing by the Underwriter on or prior to the Closing, the "end of the underwriting period" for the Notes for all purposes of Rule 15c2-12 under the Securities and Exchange Act of 1934, is the Closing. In the event such notice is given in writing by the Underwriter, the Underwriter agrees to notify the District in writing following the occurrence of the "end of the underwriting period" as defined in Rule 15c2-12 for the Notes.

14. This Note Purchase Agreement shall be construed and enforceable in accordance with the laws of the State of California.

15. This Note Purchase Agreement may be executed simultaneously in several counterparts each of which shall be an original and all of which constitute but one and the same instrument.

Very truly yours,

HILLTOP SECURITIES INC., as Underwriter

By _____
Senior Vice President

ACCEPTED:

COUNTY OF PLACER

By _____
Treasurer-Tax Collector

ACKNOWLEDGED:

WESTERN PLACER UNIFIED SCHOOL
DISTRICT

By _____
Assistant Superintendent,
Business & Operations

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Disposal of Surplus Items

AGENDA ITEM AREA:

Action

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent of Business Services

ENCLOSURES:

No

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

May 3rd, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

Board Policy 3270 provides that the Board of Trustees may authorize the disposal of surplus equipment when the equipment becomes unusable, obsolete or no longer needed. Administrative Regulation 3270 provides the process for selling surplus or obsolete property through a number of methods. If the property value is insufficient to defray the costs to arrange a sale, the Board may unanimously approve that property be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping (EC 17546)

The attached list of items have been determined to be unusable, obsolete or no longer needed and the district desires to sell these items online through The Public Group, LLC., which is designed to ensure compliance with state regulations and policies. If items on the list do not sell or the cost to sell exceeds the estimated value, they will be disposed of by donation or dumping.

Per Education Code 17547, money received from the sale of surplus property shall be either deposited in the district reserve or general fund or credited to the fund from which the original purchase was made (for example Building Fund or Facilities Fund).

RECOMMENDATION:

Administration recommends the Board of Trustees declare the attached list of items as surplus, authorize the disposal and/or sale of the items and authorize the removal of these items from the fixed assets inventory list if applicable.

Surplus Items

Item	Value	Location
Train Car	\$0.00 Damaged	Maint. Warehouse

An * indicates items that might be used within the District.

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

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

DISTRICT GLOBAL GOALS

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2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

SUBJECT:

Adoption of Revised/New
Policies/Regulations/Exhibits

AGENDA ITEM AREA:

Action

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

May 3, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

These new and/or revised policies/regulations/exhibits are now being presented for approval by the Board of Trustees.

- AR 5148 Child Care and Development
- BP/AR 5148.3 Preschool/Early Childhood Education

RECOMMENDATION:

Administration recommends the Board of Trustees approve the new and revised Policies, Regulations and Exhibits as submitted.

POLICY GUIDESHEET

July 2015

Page 1 of 1

Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

AR 5148 - Child Care and Development

(AR revised)

Regulation updated to reflect **NEW LAW** (AB 1944, 2014) which deletes the requirement for parents/guardians of a child age 11-12 to certify in writing that they need child care services because a before-school or after-school program is unavailable. Regulation also revised to clarify eligibility for subsidized services, reflect the new fee schedule that went into effect July 1, 2014, provide for reassessment of fees when a family is recertified or experiences a change in status, and reflect renumbering of legal cites.

BP/AR 5148.3 - Preschool/Early Childhood Education

(BP/AR revised)

Policy and regulation updated to reflect the mandate for districts offering California State Preschool Program (CSPP) programs to develop written admissions policies and procedures with specified components. Policy also updated to reflect **NEW LAW** (SB 858, 2014) which (1) authorizes districts to use a portion of a reserve fund for purposes of staff development for CSPP instructional staff and (2) establishes the early learning quality rating and improvement system (QRIS) block grant to support continuous local improvement efforts that increase the number of low-income children in high-quality preschool programs. Regulation updated to reflect provisions of SB 858 that grant second priority for enrollment to four-year-old children who are not enrolled in a transitional kindergarten (TK) program. Regulation also reflects the applicability to CSPP programs of specified requirements for general child care and development programs, reflects CDE guidance regarding four-year-olds who are eligible for both CSPP and TK programs, and adds material on staffing ratios, parent/guardian notification of approval or denial of enrollment, and maintenance of a family data file.

For Board Approval: May 7, 2016

CHILD CARE AND DEVELOPMENT**Licensing**

All district child care and development services shall be licensed by the California Department of Social Services, unless exempted pursuant to Health and Safety Code 1596.792 or 22 CCR 101158.

The license shall be posted in a prominent, publicly accessible location in the facility. (Health and Safety Code 1596.8555)

Licensed child care centers shall be subject to the requirements of Health and Safety Code 1596.70-1597.21 and 22 CCR 101151-101239.2. and, when applicable, 22 CCR 101451-101539.

Program Components

The district's child care and development program shall include the following components:

1. A developmental profile recording each child's physical, cognitive, social, and emotional development which shall be used to plan and conduct age-and developmentally appropriate activities (Education Code 8203.5; 5 CCR 18272)

Program staff shall complete the "Desired Results Developmental Profile," available from the California Department of Education (CDE), for each child who is enrolled in the program for at least 10 hours per week and for any child with disabilities regardless of the number of hours enrolled. The profile shall be completed within 60 days of enrollment and at least once every six months thereafter for children of all ages. (Education Code 8203.5; 5 CCR 18270.5, 18272)

2. An educational program which complies with 5 CCR 18273, including the provision of services that are developmentally, linguistically, and culturally appropriate and inclusive of children with special needs

(cf. 5148.2 - Before/After School Programs)

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

(cf. 6174 - Education for English Language Learners)

3. A staff development program which complies with: (5 CCR 18274)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

CHILD CARE AND DEVELOPMENT (continued)

4. Parent/guardian involvement and education, comply with 5 CCR 18275 and involve parents/guardians through an orientation, at least two individual conferences per year, meetings with program staff, an advisory committee, participation in daily activities, and information regarding their child's progress

(cf. 6020 – Parent Involvement)

5. A health and social services component which complies with: 5 CCR 18276 and includes referrals to appropriate community agencies as needed

(cf. 1020 - Youth Services)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.23 - Asthma Management)

(cf. 5141.6 - School Health Services)

6. A community involvement component which complies with 5 CCR 18277
7. A nutrition component which ensures that children in the program are provided nutritious meals, beverages, and snacks that meet state and federal standards and have access to drinking water throughout the day, including at meal times (Health and Safety Code 1596.808; 42 USC 1766; 5 CCR 18278)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 5030 - Student Wellness)

(cf. 5141.27 – Food Allergies/Special Dietary Needs)

8. An annual plan for program evaluation which conforms with the state's "Desired Results for Children and Families" system and includes, but is not limited to, a self-evaluation, parent survey, and environment rating scale using forms provided by the CDE (5 CCR 18270.5, 18279, 18280)

(cf. 0500 – Accountability)

9. Programs that promote age-appropriate structured and unstructured opportunities for physical activity and that limit the amount of time spent in sedentary activities to an appropriate level

Staffing Ratios

The **district's** child care and development program shall maintain at least the minimum adult-child and teacher-child ratios specified in 5 CCR 18290-18292 based on the ages of the children served.

CHILD CARE AND DEVELOPMENT (continued)***Eligibility and Enrollment***

The district's **subsidized** child care and development services shall **may** be available to infants and children through age 12 years— **and to** individuals with disabilities **may be** served through age 21 years in accordance with their individualized education program and Education Code 8208. (Education Code 8208, 8263.4: **5 CCR 18089, 18407, 18422**)

~~Children who meet the criteria specified in Education Code 8250 and 8263 shall be eligible~~
families shall be those who document both an eligibility basis and a need for care, as follows: (Education Code 8263) ~~for subsidized child care and development services.~~

1. The family is eligible for subsidized services on the basis of being a current aid recipient, income eligible, or homeless and/or the family's children are recipients of protective services or have been identified as being, or at risk of being, abused, neglected, or exploited.
2. The family has a need for child care based on the unavailability of the parents/guardians to care for and supervise their children for some portion of the day because they are either working, seeking employment, participating in vocational education and training programs, seeking permanent housing for family stability, or temporarily or permanently incapacitated. Alternatively, a family satisfies the need requirement if the child is identified by a legal, medical, social services agency, or emergency shelter as a recipient of child protective services or as being, or at risk of being, neglected, abused, or exploited.

The Superintendent or designee shall consult the county's centralized eligibility list, when available, or shall maintain a district waiting list in accordance with admission priorities. As vacancies occur, applicants shall be contacted in order of their priority. (**5 CCR 18106**)

First priority for enrollment shall be given to neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency. If unable to enroll a child in this category, the district shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located. (Education Code 8263)

Second priority for enrollment shall be given to families who are income eligible, as defined in Education Code 8263.1. Families with the lowest gross monthly income in relation to family size shall be admitted first. If two or more families are in the same priority in relation to income, the family that has a child with disabilities shall be

CHILD CARE AND DEVELOPMENT (continued)

admitted first or, if there is no child with disabilities, the family that has been on the waiting list for the longest time shall be admitted first. (Education Code 8263, 8263.1)

The district shall allow eligible children ages 11-12 years to combine enrollment in a before-school or after-school program with subsidized child care services during the time that the before-school or after-school program does not operate. Children ages 11-12 years, except for children with disabilities, shall be eligible for subsidized child care services only for the portion of care needed that is not available in a before-school or after-school program. (Education Code 8263.4)

After all children eligible for subsidized services have been enrolled, the district may enroll children in accordance with the priorities established by the Governing Board.

~~Children ages 11-12 years, except for children with disabilities, shall be eligible for subsidized child care and development services only for the portion of care needed that is not available in a before or after school program. Subsidized child care and development services may be provided to a child age 11 or 12 years when the parent/guardian certifies, on a form provided by the CDE, that a before or after school program is not available. A program may be considered unavailable if: (Education Code 8263.4)~~

- ~~1. The program does not provide services during the hours or days that the child needs services, such as in the early morning, evening, or weekend hours or during summer, school breaks, or intersession.~~
- ~~2. The program is too geographically distant from the child's school or the parent/guardian's residence.~~
- ~~3. Use of the program would create substantial transportation obstacles for the family.~~
- ~~4. Use of the program is otherwise inappropriate for the child or burdensome on the family.~~

~~First priority for enrollment shall be given to neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency. If unable to enroll a child in this category, the district shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located. (Education Code 8263)~~

~~Second priority for enrollment shall be given equally to families who are income eligible, as defined in Education Code 8263.1. Families with the lowest gross monthly income in relation to family size shall be admitted first. If two or more families are in the same priority in relation to income, the family that has a child with disabilities shall be admitted first or, if~~

CHILD CARE AND DEVELOPMENT (continued)

~~there is no child with disabilities, the family that has been on the waiting list for the longest time shall be admitted first. (Education Code 8263, 8263.1)~~

The district's decision to approve or deny services shall be communicated to the family **parent/guardian** through a written **Notice of Action** mailed or delivered within 30 days from the date the application is signed by the parent/guardian. **(5 CCR 18094, 18118)** ~~If services are approved, the notice shall contain the basis of eligibility, daily/hourly fee, if applicable, duration of the eligibility, names of children approved to receive services, and the hours of service approved for each day. If services are denied, the notice shall contain the basis of denial and instructions on how the parents/guardians may request a hearing in accordance with the procedures specified in 5 CCR 18120 and 18121 if they do not agree with the district's decision. (5 CCR 18094, 18118)~~

~~After all children eligible for subsidized services have been enrolled, the district may enroll children in accordance with any other priorities established by the Governing Board.~~

~~The Superintendent or designee shall maintain a waiting list in accordance with admission priorities and shall contact applicants in order of their priority on the waiting list as vacancies occur. (5 CCR 18106)~~

(cf. 5145.6 - Parental Notifications)

Subsequently, the Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: **(5 CCR 18095, 18119)**

1. **A determination during recertification or update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified**
2. **Failure of the parent/guardian to document the family's need or eligibility after the district requested such documentation in writing**
3. **An indication by the parent/guardian that he/she no longer wants the service**
4. **The death of a parent/guardian or child**
5. **The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of the date that the services would terminate**

The Superintendent or designee shall establish and maintain a basic data file for each family receiving child care and development services containing the completed and signed

CHILD CARE AND DEVELOPMENT (continued)

application for services, **documentation** and records used to determine the child's eligibility and need, and copies of all Notices of Action. (5 CCR 18081, 18095)

Fees and Charges

Except when offering a program which is prohibited by law from charging any fees, the Superintendent or designee may charge fees for services according to the fee schedule established by the Superintendent of Public Instruction, the actual cost of services or the maximum daily/hourly rate specified in the contract, whichever is least. (Education Code 8250, 8263, 8273, 8273.1, 8273.2, 8447; 5 CCR 18078, 18108-18110, 18109)

However, no fee shall be charged to a family that is receiving CalWORKS cash aid, an income-eligible family whose child is enrolled in a part-day California State Preschool Program, or a family whose income level, in relation to family size, is less than the first entry in the fee schedule. (Education Code 8273.1; 5 CCR 18110)

~~Families receiving services on the basis of having a child at risk of abuse, neglect, or exploitation may be exempt from these fees for up to three months. Families receiving services on the basis of having a child receiving child protective services, or having a certification by a county child welfare agency that child care services continue to be necessary, may be exempt from these fees for up to 12 months. The cumulative period of exemption from these fees for these families shall not exceed 12 months. (Education Code 8263)~~

In addition, any family receiving child care on the basis of having a child who is a recipient of child protective services, or having a certification by a county child welfare agency that child care services continue to be necessary, may be exempt from these fees for up to 12 months. Any family whose child is receiving child care on the basis of being at risk of abuse, neglect, or exploitation may be exempt from these fees for up to three months, unless the family becomes eligible based on receipt of child protective services or certification of need by a county child welfare agency. The cumulative period of exemption for these purposes shall not exceed 12 months. (Education Code 8273.1)

(cf. 5148.1 - Child Care Services for Parenting Students)

Fees shall be assessed at initial enrollment and reassessed when a family is recertified or experiences a change in status. Fees collected prior to providing services and shall be considered delinquent after seven days from the date that fees are due. Parents/guardians shall be notified in the event that fees are delinquent. If a reasonable plan for payment of the delinquent fees has not been provided by the parents/guardians, services shall be terminated if all delinquent fees are not paid within two weeks of such notification. Parents/guardians shall receive a copy of the district's regulations regarding fee collection at the time of initial enrollment into the program. (Education Code 8273; 5 CCR 18082, 18114, 18115)

CHILD CARE AND DEVELOPMENT (continued)

The Superintendent or designee shall establish a process which ~~includes~~ **involves** parents/guardians in determining whether to require parents/guardians to provide diapers. This process also shall be used to determine whether and how much to charge parents/guardians for field trip expenses **within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against the parent/guardian for the inability or refusal.** (Education Code 8263 8273.3)

Disenrollment

When necessary due to a reduction in state reimbursements, families shall be disenrolled from subsidized child care and development services in the following order: (Education Code 8263.3)

1. Families with the highest income in relation to family size shall be disenrolled first.
2. If two or more families have the same income ranking, children without disabilities who have been enrolled in child care services the longest shall be disenrolled first. After all children without disabilities have been disenrolled, children with disabilities shall be disenrolled, with those who have been enrolled in child care services the longest being disenrolled first.
3. Families whose children are receiving child protective services or are at risk of neglect, abuse, or exploitation, regardless of family income, shall be disenrolled last.

Whenever the district issues a notice to the families who will be disenrolled due to funding reduction, a parent/guardian may appeal the decision only on the grounds that the factors used to determine the family's disenrollment are incorrect. He/she shall submit the appeal within 14 calendar days of receipt of the notice, or within 19 calendar days if the notice was mailed.

The Superintendent or designee shall review the appeal and notify the parent/guardian, in writing, of the district's final decision within 10 calendar days of receiving the appeal request. Services shall continue to be provided pending the appeal decision.

Health Examination

A physical examination and evaluation, including age-appropriate immunization, shall be required prior to or within six weeks of enrollment, unless the parent/guardian submits a ~~letter~~ **note from the doctor which states that the physical condition or medical circumstances of the child are such that the required immunization are not indicated.** ~~stating that such examination is contrary to his/her religious beliefs.~~ (Education Code 8263)

CHILD CARE AND DEVELOPMENT (continued)

(cf. 5141.22 - Infectious Diseases)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)

Attendance

Sign-in and sign-out sheets shall be used daily for all children for attendance accounting purposes. Attendance records shall include verification of excused absences, including the child's name, date(s) of absence, specific reason for absence and signature of parent/guardian or district representative. (5 CCR 18065, 18066)

Absences shall be excused for the following reasons:

1. Illness or quarantine of the child or of the parent/guardian (Education Code 8208)
2. Family emergency (Education Code 8208)

A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident or is required to appear in court.

3. Time spent with a parent/guardian or other relative as required by a court of law (Education Code 8208)
4. Time spent with a parent/guardian or other relative which is clearly in the best interest of the child (Education Code 8208)

An absence shall be considered to be in the best interest of the child when the time is spent with the child's parent/guardian or other relative for reasons deemed justifiable by the program coordinator or site supervisor.

Except for children who are recipients of protective services or at risk of abuse or neglect, excused absences in the best interest of the child shall be limited to 10 days during the contract period. (5 CCR 18066)

Any absence due to a reason other than the above, or without the required verification, shall be considered an unexcused absence. After three unexcused absences during the year, the program coordinator or site supervisor shall notify the parents/guardians. Children who continue to have excessive unexcused absences may be removed from the program at the discretion of the program coordinator in order to accommodate other families on the waiting list for admission.

Parents/guardians shall be notified of the policies and procedures related to excused and unexcused absences for child care and development services. (5 CCR 18066)

CHILD CARE AND DEVELOPMENT (continued)

(cf. 5145.6 - Parent Notifications)

Rights of Parents/Guardians

At the time a child is accepted into a licensed child care and development center, the child's parent/guardian or authorized representative shall be notified of his/her rights as specified in 22 CCR 101218.1, including but not limited to, the right to enter and inspect the child care facility and the right to be informed, upon request, of the name and type of association to the center of any adult who has been granted a criminal record exemption. (Health & Safety Code 1596.857;)(22 CCR 101218.1)

The written notice of parent/guardian rights also shall be permanently posted within the facility in a location accessible to parents/guardians. Notwithstanding these rights, access to the facility may be denied to an adult whose behavior presents a risk to children present in the facility or to noncustodial parents/guardians when so requested by the responsible parent/guardian. (Health and Safety Code 1596.857)

Records

The Superintendent or designee shall maintain records of enrollment, attendance, types of families served, income received from all families participating in the district's child care and development program, and any other records required by the CDE.

(cf. 3580 – District Records)

(cf. 5125 – Student Records)

Regulation
approved: September 4, 2007
revised: November 15, 2011
revised: October 7, 2014
revised: May 3, 2016

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

Students

PRESCHOOL/EARLY CHILDHOOD EDUCATION

The Governing Board recognizes that high-quality preschool experiences for children ages 3-4 years help them develop knowledge, skills, and attributes necessary to be successful in school and provide for a smooth transition into the elementary education program. Such programs should provide developmentally appropriate activities in a safe, well-supervised, cognitively rich environment.

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

Collaboration with Community Programs

The Superintendent or designee shall collaborate with **the local care and development planning council**, other agencies, organizations, the county office of education, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a **comprehensive districtwide and/or** communitywide plan to increase children's access to high-quality preschool programs.

(cf. 1020 - Youth Services)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 1700 - Relations Between Private Industry and the Schools)

~~Information about~~ **The Superintendent or designee shall provide information about** preschool options in the community ~~shall be provided~~ to parents/guardians upon request.

~~The Superintendent or designee shall establish partnerships with feeder preschools to facilitate articulation of the preschool curriculum with the district's elementary education program.~~

District Preschool Programs

When the Board determines that it is feasible, the district may **contact with California Department of Education (CDE)** to provide preschool services in facilities at or near district schools.

The Board shall set priorities for establishing or expanding services as resources become available. In so doing, the Board shall give consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing district schools.

~~*(cf. 0520.1 - High Priority Schools Grant Program)*~~

~~*(cf. 0520.2 - Title I Program Improvement Schools)*~~

~~*(cf. 0520.4 - Quality Education Investment Schools)*~~

~~*(cf. 6171 - Title I Programs)*~~

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

On a case-by-case basis, the Board shall determine whether the district shall directly administer preschool programs or contract with public or private providers to offer such program.

Facilities for preschool classrooms shall be addressed in the district's ~~comprehensive facilities~~ **master plan**, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options for preschool classrooms and/or facilities available through partnering organizations **or agencies**.

(cf. 1330.1 – Joint Use Agreements)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning. ~~Program staff shall encourage volunteerism in the program and shall communicate frequently with parents/guardians of enrolled children regarding their child's progress.~~

(cf. 5020 – Parent Rights and Responsibilities)

(cf. 6020 – Parent Involvement)

~~To enable children of working parents/guardians to participate in the district's preschool program,~~ The Superintendent or designee shall **coordinate planning efforts for the district's preschool program, transitional kindergarten program, and elementary education program to provide a developmental continuum that builds children's growing skills and knowledge.** ~~recommend strategies to provide a full-day program and/or to link to other full-day child care programs in the district or community to the extent possible.~~

(cf. 5148 – Child Care and Development)

(cf. 5148.1 – Child Care Services for Parenting Students)

(cf. 5148.2 – Before/After School Programs)

(cf. 6011 – Academic Standards)

(cf. 6170.1 Transitional Kindergarten)

The district's program shall be aligned with preschool learning foundations **and curriculum frameworks developed** published by the California Department of Education which identify the knowledge, skills, and competencies that children typically attain as they complete their first or second year of preschool. **The program components shall be designed to facilitate children's development in essential skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.** ~~address social-emotional, physical, and cognitive development in key areas that are necessary for kindergarten readiness.~~

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

The district's preschool program shall provide appropriate services to support the needs of English learners and children with disabilities.

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6174 - Education for English Language Learners)

(cf. 1240 - Volunteer Assistance)

(cf. 6020 - Parent Involvement)

To maximize the ability of children to succeed in the preschool program, program staff shall support children's health through proper nutrition and physical activity and shall provide or make referrals to health and social services.

(cf. 3550 - Food Services/Child Nutrition Program)

(cf. 5030 - Student Wellness)

(cf. 5141.31 – Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

(cf. 5141.6 - School Health Services)

The Superintendent or designee shall ensure that administrators, teachers, and paraprofessionals in district preschool programs possess the appropriate permit(s) issued by the Commission on Teacher Credentialing, meet any additional qualifications established by the Board, and participate in professional development opportunities designed to continually enhance their knowledge and skills.

(cf. 4112.2 - Certification)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

(cf. 4112.5/4312.5 - Criminal Record Check)

(cf. 4131 - Staff Development)

(cf. 4212.5 - Criminal Record Check)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Preschool admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a health examination requirement. (CCR 18105; 22 CCR 101218)

The Superintendent or designee shall ensure that subsidized preschool is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8263 and 5 CCR 18106.

The Superintendent or designee shall recommend strategies to link the district's preschool program with other available child care and development programs in the

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

district or community in order to assist families whose child care needs extend beyond the length of time that the district's part-day preschool program is offered.

The Superintendent or designee shall develop and implement an annual plan of evaluation which conforms to state requirements. (5 CCR 18279)

The Superintendent or designee shall regularly report to the Board regarding enrollments in district preschool programs and the effectiveness of the programs in preparing preschoolers for transition into the elementary education program.

(cf. 0500 - Accountability)

~~(cf. 6190 - Evaluation of the Instructional Program)~~

Legal Reference:

EDUCATION CODE

8200-8499.10 *Child Care and Development Services Act, especially:*

8200-8209 *General provisions for child care and development services*

8230-8233 *Migrant child care and development program*

8235-8239 *California state preschool program*

8240-8244 *General child care and development programs*

8250-8252 *Programs for children with special needs*

8263 *Eligibility and priorities for subsidized child development services*

8263.3 *Disenrollment of families due to reduced funding levels*

8300-8303 *Early Learning Quality Improvement System Advisory Committee*

8360-8370 *Personnel qualifications*

8400-8409 *Contracts*

8493-8498 *Facilities*

8499.3-8499.7 *Local child care and development planning councils*

48000 *Transitional kindergarten*

~~54740-54749 *Cal SAFE program for pregnant/parenting students and their children*~~

HEALTH AND SAFETY CODE

1596.70-1596.895 *California Child Day Care Act*

1596.90-1597.21 *Day care centers*

120325-120380 *Immunization requirements*

CODE OF REGULATIONS, TITLE 5

18000-18434 *Child care and development programs*

18130-18136 *California State Preschool Program*

18295 *Waiver of qualifications for site supervisor*

80105-80125 *Permits authorizing service in child development programs*

UNITED STATES CODE, TITLE 20

6311-6322 *Title I, relative to preschool*

6319 *Qualifications for teachers and paraprofessionals*

6371-6376 *Early Reading First*

6381-6381k *Even Start family literacy programs*

6391-6399 *Education of migratory children*

UNITED STATES CODE, TITLE 42

9831-9852 *Head Start programs*

9858-9858q *Child Care and Development Block Grant*

Legal Reference: (continued on next page)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)*Legal Reference: (continued)*CODE OF FEDERAL REGULATIONS, TITLE 22*101151-101239.2 General requirements, licensed child care centers, including:**101151-101163 Licensing and application procedures**101212-101231 Continuing requirements**101237-101239.2 Facilities and equipment*CODE OF FEDERAL REGULATIONS, TITLE 45*1301-1310 Head Start**Management Resources:*CSBA PUBLICATIONS*Expanding Access to High-Quality Preschool Programs, 2008: A Resource and Policy Guide for School Leaders, 2005*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*California Preschool Learning Foundations, Vol. 1, 2008**14-02 Enrolling and Reporting Children in California State Preschool Programs, April 2014**12-08 Disenrollment Due to 2012-13 Budget Reduction for California State Preschool Programs, Management Bulletin, July 2012**Dream Big for Our Youngest Children: Final Report of the California Early Learning Quality Improvement System Advisory Committee, 2010**Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2007-2009**Prekindergarten Learning Development Guidelines, 2000**First Class: A Guide for Early Primary Education, 1999*CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS*08-13 California State Preschool Program, November 2008**01-06 The Desired Results for Children and Families System, May 31, 2001*U.S. DEPARTMENT OF EDUCATION PUBLICATIONS*Good Start, Grow Smart, April 2002*WEB SITES*CSBA: <http://www.csba.org>**California Association for the Education of Young Children: <http://www.caeyc.org>**California Children and Families Commission: <http://www.ccfc.ca.gov>**California County Superintendents Educational Services Association: <http://www.ccsesa.org>**California Department of Education: <http://www.cde.ca.gov>**California Head Start Association: <http://caheadstart.org>**California Preschool Instructional Network: <http://www.cpin.us>**Child Development Policy Institute: <http://www.cdpi.net>**Cities, Counties, and Schools Partnership: <http://www.ccspartnership.org>**First 5 Association of California: <http://www.f5ac.org>**National Institute for Early Education Research: <http://nieer.org>**National School Boards Association: <http://www.nsba.org>**Preschool California: <http://www.preschoolcalifornia.org>**U.S. Department of Education: <http://www.ed.gov>*

Policy

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revised: May 3, 2016

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Lincoln, California

Students

PRESCHOOL/EARLY CHILDHOOD EDUCATION

When approved by the California Department of Education (**CDE**) under the California State Preschool Program (CSPP), the district may operate one or more part-day ~~and/or full-day~~ preschool programs in accordance with law and the terms of the state contract.

(cf. 5148 - Child Care and Development)

(cf. 5148.1—Child Care Services for Parenting Students)

(cf. 5148.2—Before/After School Programs)

Minimum Hours/Days of Operation

The district's part-day preschool program shall operate a minimum of three hours per day, excluding time for home-to-school transportation, and for a minimum of 175 days per year unless otherwise specified in the program's contract. (Education Code 8235; 5 CCR 18136)

(cf. 6111—School Calendar)

(cf. 6112—School Day)

Staffing Ratios

The preschool program shall maintain an adult-child ratio of at least one adult for every eight children and a teacher-child ratio of at least one teacher for every 24 children. If the district cannot recruit a sufficient number of parents/guardians or volunteers to meet the required adult-child ratio, teacher aides shall be hired as necessary. (5 CCR 18135, 18290)

(cf. 1240 - Volunteer Assistance)

(cf. 6020 - Parent Involvement)

Wraparound Child Care Services

In accordance with its contract with the CDE, the district may offer full-day services to meet the needs of eligible families through a combination of part-day preschool and wraparound child care services that are offered for the remaining portion of the day or year following completion of the preschool services. Child care and development services offered through this program shall meet the requirements of general child care and development programs pursuant to Education Code 8240-8244. (Education Code 8239)

Wraparound services shall operate a minimum of 246 days per year unless otherwise specified in the contract. For this period of time, part-day preschool programs shall operate 175-180 days and general child care and development programs may operate a full day for the remainder of the year after the completion of the preschool program. (Education Code 8239)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)**Family Literacy Services**

When any district preschool program receives funding for family literacy services pursuant to Education Code 8238.4, the Superintendent or designee shall coordinate the provision of: (Education Code 8238)

1. Opportunities for parents/guardians to work with their children on interactive literacy activities, including activities in which parents/guardians actively participate in facilitating their children's acquisition of prereading skills through guided activities such as shared reading, learning the alphabet, and basic vocabulary development

(cf. 6020—Parent Involvement)

2. Parenting education for parents/guardians of participating children to support their children's development of literacy skills, including, but not limited to, parent education in:
 - a. Providing support for the educational growth and success of their children
 - b. Improving parent-school communications and parental understanding of school structures and expectations
 - c. Becoming active partners with teachers in the education of their children
 - d. **Improving parental knowledge of local resources for the identification of and services for developmental disabilities, including, but not limited to, contact information for the district special education referral**
3. Referrals to providers of adult education and instruction in English as a second language as necessary to improve parents/guardians' academic skills

(cf. 6200 - Adult Education)

4. Staff development for teachers in participating classrooms that includes, but is not limited to:
 - a. Development of a pedagogical knowledge, including, but not limited to, improved instructional strategies
 - b. Knowledge and application of developmentally appropriate assessments of the prereading skills of children in participating classrooms

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

- c. Information on working with families, including the use of on-site coaching, for guided practice in interactive literacy activities
- d. **Providing targeted interventions for all young children to improve kindergarten readiness upon program completion**

(cf. 4131 - Staff Development)

Eligibility and Enrollment ~~Priorities for Full-Day and Part-Day Programs~~

Children eligible for the district's preschool program include those who will have their third or fourth birthday on or before October 1 of the 2013-14 fiscal year or September 1 of each fiscal year thereafter. (Education Code 8208, 8235, 8236)

When a child is eligible for both the preschool program and the district's transitional kindergarten program, the family may choose the most appropriate program for the child. In accordance with the enrollment priorities described below, the child may be enrolled in both programs provided that the child is not enrolled in both programs for the same time period on the same day.

(cf. 5111 - Admission)

(cf. 6170.1 - Transitional Kindergarten)

Eligibility for subsidized preschool shall be as follows:

1. **Children shall be eligible for subsidized preschool services if their family is a current aid recipient, income eligible, or homeless and/or the family's children are recipients of protective services or have been identified as being, or at risk of being, abused, neglected, or exploited. (Education Code 8235, 8263, 8263.1; 5 CCR 18131, 18134)**
2. **Children shall be eligible for subsidized wraparound preschool and child care services if their family meets at least one of the criteria specified in item #1 above or needs child care services due to either of the following circumstances: (Education Code 8239, 8263)**
 - a. **The child is identified by a legal, medical, or social services agency or emergency shelter as a recipient of protective services or as being, or at risk of being, neglected, abused, or exploited.**
 - b. **The parents/guardians are engaged in vocational training leading directly to a recognized trade, paraprofession, or profession; are employed or**

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

seeking employment; are seeking permanent housing for family stability; or are incapacitated.

The Superintendent or designee shall consult the county's centralized eligibility list, when available, or shall maintain a district waiting list in accordance with admission priorities. As vacancies occur, applicants shall be contacted in order of their priority. (5 CCR 18106)

~~Enrollment Priorities~~

~~The Superintendent or designee shall refer to the county's centralized eligibility list to identify children in need of services.~~

First priority for enrollment in a preschool program shall ~~go given~~ to neglected or abused children **age 3 or 4 years** who are recipients of child protective services or who, ~~based are at risk of being neglected, abused, or exploited,~~ upon written referral from a legal, medical, or social service agency **or at risk of being neglected, abused, or exploited**. If unable to enroll a child in this category, the district shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located. (Education Code 8236; **5 CCR 18131**)

(cf. 1020 - Youth Services)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 1700 - Relations Between Private Industry and the Schools)

After all such children **with first priority** are enrolled, the district shall give priority to eligible children age 4 years **who are not enrolled in a transitional kindergarten program** prior to enrolling eligible children age 3 years. (Education Code 8236)

After enrolling all eligible children who meet the criteria for subsidized services, ~~as specified in the section entitled "Fees and Charges" below,~~ up to 10 percent of the program's enrollment, calculated throughout the entire contract, may be filled with children whose **exceed the age limitations and children whose** family income is no more than 15 percent above the income eligibility threshold. (Education Code 8235; **5 CCR 18133**)

The district may certify eligibility and enrollment up to 120 calendar days prior to the first day of the beginning of the preschool year. After establishing eligibility at the time of initial enrollment, a child shall remain eligible for the remainder of the program year. (Education Code 8237; **5 CCR 18082**)

~~When necessary due to a reduction in state reimbursements, families shall be disenrolled in the following order: (Education Code 8236, 8263.3)~~

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

The district's decision to approve or deny a child's enrollment shall be communicated to the family through a written Notice of Action mailed or delivered within 30 days from the date the application is signed by the parent/guardian. (5 CCR 18094, 18095, 18118)

(cf. 5145.6 - Parental Notifications)

Subsequently, the Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 18095, 18119)

- 1. A determination during recertification or update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified**
- 2. Failure of the parent/guardian to document the family's need or eligibility after the district requested such documentation in writing**
- 3. An indication by the parent/guardian that he/she no longer wants the service**
- 4. The death of a parent/guardian or child**
- 5. The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of the date that the services would terminate**

For each child enrolled in the district's preschool program, the Superintendent or designee shall maintain a family data file containing a completed and signed application for services, documentation of income eligibility, and a copy of all Notices of Action. For each child not receiving subsidized services, the family data file shall also include records of the specific reason(s) for enrolling each child, the child's family income, and evidence that the district has made a diligent search for children eligible for subsidized services. (5 CCR 18130, 18133, 18081, 18084)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

(cf. 5125 - Student Records)

Fees and Charges

Fees for participation in the district's preschool program shall be assessed and collected in accordance with the fee schedule established by the Superintendent of Public Instruction. (Education Code 8239, 82638273, 8273.2; CCR 18078)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

(cf. 3260 - Fees and Charges)

However, no fee shall be charged to an income-eligible family whose child is enrolled in a part-day preschool program, a family that is receiving CalWORKs cash aid, or a family that is otherwise exempted pursuant to Education Code 8273.1. (Education Code 8273.1; 5 CCR 18110)

In addition, any family qualifying for subsidized preschool on the basis of having a child who is a recipient of child protective services, or having a certification by a county child welfare agency that services continue to be necessary, may be exempt from these fees for up to 12 months. Any family whose child is receiving subsidized preschool on the basis of being at risk of abuse, neglect, or exploitation may be exempt from these fees for up to three months, unless the family becomes eligible based on receipt of child protective services or certification of need by a county child welfare agency. The cumulative period of exemption for these purposes shall not exceed 12 months. (Education Code 8273.1)

The Superintendent or designee shall establish a process which involves parents/guardians in determining whether to require parents/guardians to provide diapers. This process shall also be used to determine whether and how much to charge parents/guardians for field trip expenses, within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Education Code 8273.3)

~~Children shall be eligible for subsidized services as follows:~~

- ~~1. Children shall be eligible for subsidized preschool services if their family is a current aid recipient, income-eligible, or homeless and/or the family's children are recipients of protective services or have been identified as being, or at risk of being, abused, neglected, or exploited. (Education Code 8235, 8263, 8263.1)~~
- ~~2. Children shall be eligible for subsidized wraparound services if their family meets at least one of the criteria specified in item #1 above and/or needs child care services because of either of the following circumstances: (Education Code 8239, 8263)~~
 - ~~a. The child is identified by a legal, medical, or social services agency or emergency shelter as a recipient of protective services or as being, or at risk of being, neglected, abused, or exploited.~~
 - ~~b. The parents/guardians are engaged in vocational training leading directly to a recognized trade, paraprofession, or profession; are employed or seeking~~

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

~~—employment; are seeking permanent housing for family stability; or are incapacitated.~~

~~The district shall involve parents/guardians in the decision-making process to determine whether and how much to charge for field trip expenses and whether to require parents/guardians to provide diapers. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Education Code 8263)~~

Disenrollment

When necessary due to a reduction in state reimbursements, families shall be disenrolled in the following order: (Education Code 8236, 8263.3)

1. Children age 3 years whose families have the highest income in relation to family size shall be disenrolled first, followed by children age 4 years whose families have the highest income in relation to family size.

At each age level, if two or more families have the same income ranking, the child with disabilities shall be disenrolled last. If there are no families that have a child with disabilities, the child who has received services the longest shall be disenrolled first.

2. Families of children age 3 or 4 years who are receiving child protective services or who have been documented to be at risk of being neglected, abused, or exploited, regardless of income, shall be disenrolled last.

Regulation
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WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California