

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

**MEMBERS OF THE GOVERNING BOARD**

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

**DISTRICT ADMINISTRATION**

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

	<b><u>STUDENT ENROLLMENT</u></b>		
<b>School</b>	<b>2019-2020 CALPADS</b>	<b>12/9/2019</b>	<b>1/8/2020</b>
Sheridan Elementary (K-5)	64	63	60
First Street Elementary (K-5)	447	459	455
Carlin C. Coppin Elementary (K-5)	441	452	453
Creekside Oaks Elementary (K-5)	609	615	615
Twelve Bridges Elementary (K-5)	652	662	662
Foskett Ranch Elementary (K-5)	412	418	418
Lincoln Crossing Elementary (K-5)	698	698	697
Glen Edwards Middle School (6-8)	869	880	877
Twelve Bridges Middle School (6-8)	830	833	830
Lincoln High School (9-12)	2,071	2,051	2,048
Phoenix High School (10-12)	84	78	83
Atlas (K-12) (new 2019-2020)	40	44	42
SDC Program (18-22)	11	10	12
Non-Public Schools	31	32	33
<b>TOTAL</b>	<b>7259</b>	<b>7,295</b>	<b>7,285</b>

**SDC Pre-School**

Foskett Ranch	14
First Street/LIP	76

**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

**February 4, 2020**

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

## AGENDA

**2019-2020 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.

### **6:15 P.M. START**

1. **CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – 3<sup>rd</sup> 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 on the agenda. The Board is not allowed to take action on any item, which is not on the agenda except as authorized by Government Code Section 54954.2. Request forms for this purpose are located at the entrance to the Meeting Room. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

### **6:20 P.M.**

3. **CLOSED SESSION** – WPUSD District Office – 4<sup>th</sup> Floor Overlook Room
  - 3.1 **CONFERENCE WITH LABOR NEGOTIATOR**  
Bargaining groups: WPTA & CSEA Negotiations  
Agency Negotiators:
    - ~Scott Leaman, Superintendent
    - ~Kerry Callahan, Deputy Superintendent of Educational Services
    - ~Gabe Simon, Assistant Superintendent of Personnel Services
    - ~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
  - 3.2 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477
  - 3.3 **PERSONNEL**  
Public Employee Employment/Discipline/Dismissal/Release
    - a. Employee Employment/Discipline/Dismissal/Release Employee #CE19/20.3

### **7:00 P.M.**

4. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Blvd., - 3<sup>rd</sup> 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  
Agency Negotiators:

## Regular Meeting of the Board of Trustees

February 4, 2020

### Agenda

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

#### **4.2 Page 10 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477

#### **4.3 Page 11 - PERSONNEL**

Public Employee Employment/Discipline/Dismissal/Release

- a. Employee Employment/Discipline/Dismissal/Release Employee #CE19/20.3

### **5. Page 13-53 - 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 Request for Reduced Work Load
- 5.4 Approval Minutes for January 21, 2020
- 5.5 Approval of Warrants
- 5.6 Ratification of Contract with Remind and ATLAS
- 5.7 Ratification of Contract with Magical Moonshine Theatre and Foskett Ranch Elementary
- 5.8 Approval of Out of State Travel
- 5.9 Comprehensive School Safety Plans for District School Sites – Located on [www.wpusd.k12.ca.us](http://www.wpusd.k12.ca.us) click here to view: Elementary and Secondary
- 5.10 Contract with Varsity Brands

*Roll call vote:*

### **6. COMMUNICATION FROM THE PUBLIC**

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### **7. REPORTS & COMMUNICATION**

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

## Regular Meeting of the Board of Trustees

February 4, 2020

### Agenda

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#### 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 Information** *Page 55 – GOVERNOR'S 2020-21 STATE BUDGET PROPOSALS – Kilpatrick (19-20 G & O Component I, II, III, IV, V)*

**8.2 Action** *Page 56 – REVISED SUNSHINE PROPOSAL FOR NEGOTIATIONS REGARDING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT (WPUSD) AND THE WESTERN PLACER TEACHER'S ASSOCIATION (WPTA)– Simon* (19-20 G & O Component I, II, III, IV, V)

**8.3 Action** *Page 59 – ADDITIONAL SUNSHINE FOR NEGOTIATIONS REGARDING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT (WPUSD) AND THE WESTERN PLACER TEACHER'S ASSOCIATION (WPTA) – Simon* (19-20 G & O Component I, II, III, IV, V)

**8.4 Action** *Page 61 – ADOPTION OF REVISED/NEW EXHIBITS/ POLICIES/ REGULATIONS – Leaman* (19-20 G & O Component I, II, III, IV, V)  
• The District Policy Committee and Management Team have reviewed the following new and revised policies/regulations/exhibits as per CSBA. They are now being presented for adoption by the Board of Trustees.

- BP/AR 3515 – Campus Security
- BP/AR 5142 – Safety
- BP/AR 7140 – Architectural and Engineering Services

#### 9. BOARD OF TRUSTEES

##### 9.1 FUTURE AGENDA ITEMS

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

- School Safety

##### 9.2 BOARD MEMBER REPORTS/COMMENTS

## **Regular Meeting of the Board of Trustees**

**February 4, 2020**

### **Agenda**

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#### **10. ESTABLISHMENT OF NEXT MEETING(S)**

The President will establish the following meeting(s):

➤ **February 18, 2020 7:00 P.M.**, Regular Meeting of the Board of Trustees –  
District Office/City Hall Bldg., 3<sup>rd</sup> Floor Conference Room

#### **11. ADJOURNMENT**

##### **Accommodating Those Individuals with Special Needs:**

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



**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, February 4, 2020

Time: 6:15 P.M.

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

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



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

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

**DISTRICT GLOBAL GOALS**

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

**SUBJECT:**

Bargaining Groups:

WPTA & CSEA Negotiations

Agency Negotiators:

Scott Leaman, Superintendent

Kerry Callahan, Deputy Superintendent of  
Educational Services

Gabe Simon, Assistant Superintendent  
of Personnel Services

Audrey Kilpatrick, Assistant Superintendent  
Business and Operations

**AGENDA ITEM AREA:**

Disclosure of action taken in  
closed session

**REQUESTED BY:**

Scott Leaman  
Superintendent

**ENCLOSURES:**

No

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**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, Deputy Superintendent of  
Educational Services

**ENCLOSURES:**

No

**DEPARTMENT:**

Administration

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

The Board of Trustees will disclose any action taken in closed session in regard to Case: Mark Babbins 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 TRUSTEES MEETING FACT SHEET**

<b>MISSION STATEMENT:</b> Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.	
<b>DISTRICT GLOBAL GOALS</b>	
<ol style="list-style-type: none"><li>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</li><li>2. Foster a safe, caring environment where individual differences are valued and respected.</li><li>3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.</li><li>4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.</li><li>5. Promote student health and nutrition in order to enhance readiness for learning.</li></ol>	


**SUBJECT:**

Employee Discipline/Dismissal/Release  
Approve Closed Session Resolution CE.19/20.3  
Authorizing the Release of Temporary  
Certificated Employees

**AGENDA ITEM AREA:**

Closed Session

**REQUESTED BY:**

Gabe Simon, Ed.D.  
Assistant Superintendent of   
Personnel Services

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

General

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

Yes

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**BACKGROUND:**

Pursuant with Education Code 44954 the District may end its employment relationship with all Temporary Certificated Employees by notifying said employees that their temporary employment term ends at the close of the 2019-2020 school year. Temporary employees were notified of their temporary employment status upon signing their initial Notification of Hire.

**RECOMMENDATION:**

Administration recommends that the Board of Trustees approve Closed Session Resolution CE.19/20.3 authorizing the release of Certificated Temporary Employees at the close of the 2019-2020 school year. Disclose action taken in closed session.

**CONSENT**

**AGENDA**

**ITEMS**



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

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

**DISTRICT GLOBAL GOALS**

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**SUBJECT:**

Certificated Personnel Report

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Gabriel Simon   
Assistant Superintendent of Personnel Services

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

General Fund/Categorical

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**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**

**February 4, 2020**

**CERTIFICATED/MANAGEMENT**

**NEW HIRES:** None

**REQUEST FOR LEAVE OF ABSENCE (SHARED CONTRACTS):**

1. (a) Name: Carrie Sanchez  
Position: Third Grade Teacher  
FTE: 0.5  
Effective: July 1, 2020  
Site: Twelve Bridges Elementary School
- (b) Name: Kristin Snook  
Position: Third Grade Teacher  
FTE: 0.5  
Effective: July 1, 2020  
Site: Twelve Bridges Elementary School
2. (a) Name: Kimberly Middleton  
Position: Fourth Grade Teacher  
FTE: 0.5  
Effective: July 1, 2020  
Site: Carlin C. Coppin Elementary School
- (b) Name: Alexis Radke  
Position: Fourth Grade Teacher  
FTE: 0.5  
Effective: July 1, 2020  
Site: Carlin C. Coppin Elementary School
3. (a) Name: Julie Perry  
Position: Kindergarten  
FTE: 0.5  
Effective: July 1, 2020  
Site: Twelve Bridges Elementary School
- (b) Name: Conni London  
Position: Kindergarten  
FTE: 0.5  
Effective: July 1, 2020  
Site: Twelve Bridges Elementary School

**RESIGNATIONS:** None

**CHANGE:** None

**RETIREMENTS:** None

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

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**SUBJECT:**

Classified Personnel Report

**AGENDA ITEM AREA:**

Consent Agenda

**REQUESTED BY:**

Gabriel Simon *GS*  
Assistant Superintendent of Personnel Services

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

General Fund/Categorical

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**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**

**February 4, 2020**

**CLASSIFIED/MANAGEMENT**

**NEW HIRES:**

- |           |                                |  |
|-----------|--------------------------------|--|
| 1. Name:  | Jennifer Bailey                | Effective: 1/22/20                       |
| Position: | Campus/Cafeteria Supervisor    | Site: Carlin C. Coppin Elementary School |
| FTE:      | 1.34 hours/5 days a week       | Replacement                              |
| Days:     | 10 Months                      |  |
|           |                                |  |
| 2. Name:  | Rebecca Burkholder             | Effective: 1/6/20                        |
| Position: | Intervention Services Provider | Site: First Street Elementary School     |
| FTE:      | 3.0 hours/5 days a week        | New Position                             |
| Days:     | 10 Months                      |  |
|           |                                |  |
| 3. Name:  | Lauren Lelieur                 | Effective: 1/27/20                       |
| Position: | Intervention Services Provider | Site: Foskett Ranch Elementary School    |
| FTE:      | 4.0 hours/5 days a week        | Replacement                              |
| Days:     | 10 Months                      |  |
|           |                                |  |
| 4. Name:  | Sherri Olson                   | Effective: 1/28/20                       |
| Position: | Campus Monitor                 | Site: Lincoln High School                |
| FTE:      | 2.0 hours/5 days a week        | New Position                             |
| Days:     | 10 Months                      |  |
|           |                                |  |
| 5. Name:  | Patricia Tofft                 | Effective: 1/22/20                       |
| Position: | Instructional Aide             | Site: Carlin C. Coppin Elementary School |
| FTE:      | 2.0 hours/5 days a week        | Replacement                              |
| Days:     | 10 Months                      |  |

**TRANSFER/PROMOTION:**

- |           |                          |  |
|-----------|--------------------------|--|
| 1. Name:  | Jessica Moore            | Effective: 1/27/20                     |
| Position: | Health Clerk             | Site: Creekside Oaks Elementary School |
| FTE:      | 3.0 hours/5 days a week  | Replacement                            |
| Days:     | 10 Months                |  |
|           |                          |  |
| 2. Name:  | Kacie White              | Effective: 2/3/20                      |
| Position: | Paraprofessional         | Site: Foskett Ranch Elementary School  |
| FTE:      | 5.66 hours/5 days a week | Replacement                            |
| Days:     | 10 Months                |  |



**RESIGNATION/RETIREMENT:**

1. Name: Carole Leavell  
Position: Campus/Café Supervisor

Effective: 2/3/20  
Site: Foskett Ranch Elementary School

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

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

**DISTRICT GLOBAL GOALS**

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**SUBJECT:**

Request for Reduced Work Load

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Gabriel Simon *GS*  
Assistant Superintendent, Personnel Services

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

The Board of Trustees will take action on two requests for Reduced Work Year from the following certificated staff members:

Julie Perry – Kindergarten, Twelve Bridges Elementary School  
Conni London – Transitional Kindergarten, Carlin C Coppin Elementary School

These staff members propose to each work 50% and share a full time teaching assignment in Kindergarten at Twelve Bridges Elementary School for the 2020-2021 school year.

**RECOMMENDATION:**

Administration recommends the Board of trustees ratify the requests.

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

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

**DISTRICT GLOBAL GOALS**

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

**SUBJECT:**

Approval of Minutes:

- January 21, 2020 Regular Board of Trustee Meeting

**AGENDA ITEM AREA:**

CONSENT AGENDA

**REQUESTED BY:**

Scott Leaman,  
Superintendent

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Administration

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

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

- January 21, 2020 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

**January 21, 2020**

Lincoln High School – Performing Arts Theater

790 J Street, Lincoln, CA 95648

### MINUTES

**2019-2020 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:**

Paul Long, President

Paul Carras, Clerk

Damian Armitage, Member

Kris Wyatt, Member

#### **Board Members Absent:**

Brian Haley, Vice President

#### **Others Present:**

Scott Leaman, Superintendent

Kerry Callahan, Deputy Superintendent of Educational Services

Audrey Kilpatrick, Assistant Superintendent of Business & Operations

Kathleen Lechane, Director of Supplemental Programs and Accountability

Carrie Carlson, Director of Business

Maria Gonzalez, Administrative Assistant to the Superintendent

Mattie Ridgway, Student Advisory

Matthew Nobert, Lincoln News Messenger

#### **6:00 P.M. START**

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

2. **COMMUNICATION FROM THE PUBLIC**

No communication from the public

#### **6:05 P.M.**

3. **CLOSED SESSION** – Lincoln High School – Library

3.1 **CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Kerry Callahan, Deputy Superintendent of Educational Services

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

3.2 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No.

CPF15-514477



- 3.3 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**  
Property Designated as Parcel #335-010-013-000
- 3.4 **PERSONNEL**  
Public Employee Employment/Discipline/Dismissal/Release
- 3.5 **STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
  - a. Student Re-Entry - Student #18-19-E
  - b. Student Re-Entry – Student #18-19-F

**7:00 P.M.**

- 4. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – Lincoln High School/Performing Arts Theater Room 790 J Street, Lincoln CA  
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  
Agency Negotiators:
    - ~Scott Leaman, Superintendent
    - ~Kerry Callahan, Deputy Superintendent of Educational Services
    - ~Gabe Simon, Assistant Superintendent of Personnel Services
    - ~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

No action taken
  - 4.2 **Page 10 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF15-514477  

No action taken
  - 4.3 **Page 11 – CONFERENCE WITH REAL PROPERTY NEGOTIATOR**  
Property Designated as Parcel #335-010-013-000  

No action taken
  - 4.4 **Page 12 - PERSONNEL**  
Public Employee Employment/Discipline/Dismissal/Release  

No action taken
  - 4.5 **Page 13 - STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
    - a. Student Re-Entry - Student #18-19-E
    - b. Student Re-Entry – Student #18-19-F

No action taken

January 21, 2020

Minutes**5. SPECIAL ORDER OF BUSINESS****5.1 Page 16 – Lincoln High School will be featured**

Mr. Leaman thanked everyone for coming to LHS tonight and introduced Principal Mike Maul. Mr. Maul introduced his Administrative Staff, Mrs. Eutsey, Mr. Layton and Mrs. Smith. Mr. Maul stated that the T-shirts the administrative staff was wearing represented different value teams, Care, Character, Connect, Courage and these values were presented to LHS students on the first two days of school. Mr. Maul introduced Mr. Bob Pierce with the California Cadet Core, which is in its second year at LHS. Mr. Pierce thanked the board for allowing the group to present at the meeting and stated he is the 2<sup>nd</sup> Lieutenant and Commandant for the group. Mr. Pierce stated that the California Cadet core is a leadership and military class. A majority of the students are planning to join the military. Others are looking to expand their public skills and to meet their potential and goals. Last year they had 23 students in the course and this year they are up to over 70 students. Mr. Pierce introduced the lead students of the program who each spoke about the program and how it has helped them in attaining their goals. Corporal Noah Stahlheber, Sergeant Devon Schrimp, Cadet Scott Wulf and Cadet Liam Powers all presented to the board. The students talked about their roles in the Cadet Program, the program itself and importance of the program for the students. They also spoke about the Extreme Team Challenge they participated in. The Extreme Team Challenge was a challenge where the students had to perform tasks that simulated military life which included sleeping out in the cold, getting up at 4:00am, obstacle courses, mental challenge and team building. The LHS Cadet program competed against other schools cadet programs. Lincoln High won the challenge in their first year, which was a great accomplishment. The students who competed in the Extreme Team Challenge received dog tags as medals, which they wore to the Board Meeting.

Mr. Carras stated that Mr. Pierce has filled a void at LHS with the program and that it is good to hear that the program is going well and the presentations were very impressive.

Mrs. Eutsey introduced Mr. Palafox, AVID coordinator and Mrs. Krugle AVID 10 teacher and Peer Tutoring lead at LHS. Mr. Palafox explained the Avid program with a video presentation. Mr. Palafox stated that students who are part of the AVID program are usually first generation students who want to go to college. These students have 21<sup>st</sup> century soft skills and are ambitious. Currently there are 244 students in the program. Part of the program includes reaching out to elementary schools to increase enrollment. Mr. Palafox introduced three students who spoke about their experience in the program, Kevin Ortega Hilario, Daniela Hernandez and Aliah Diaz. Kevin stated he has been in AVID for six years and stated he has been able to visit several colleges and learn about the history of the colleges and college life. Daniela stated that she has been in the program for four years and is very excited to say that she is going to be a first generation college student in her family. Aliah, spoke about the AVID program for students as a whole and what it provides to students. She stated that the AVID program teaches students invaluable skills that teaches students how to be successful in the future and how attending a four-year college is attainable. Mrs. Krugle spoke about the AVID

parent night, which is held for parents and students. This year the theme was a Harvest Fest and included information regarding the program. Part of AVID includes having LHS AVID students go to middle schools and speak to 8th grade students about the program at LHS. Mr. Palafox thanked the Board and Administration for their support of the program. Mr. Maul stated that part of his goal is to make the AVID a program available to all students so that all student can benefit from AVID strategies.

Mr. Maul shared the Academic Performance for LHS and stated that LHS is green across all ratings. Mr. Maul summarized several areas of results for LHS, which in summary is showing progress at LHS. The college and career readiness has increased 5.6 % at LHS. Mr. Maul stated that they are working on closing the achievement gap at LHS, which includes a program called Equal Opportunity School (EOS). EOS will make sure that all students who have the ability to be in an AP class enroll in AP classes. EOS performed a survey on “what does an AP student look like?” in order to see or try a different way of getting all students who qualify into AP classes. Mr. Maul also thanked the board for all of their support for each and every program at Lincoln High School.

Mrs. Wyatt stated that it is nice to see and hear about all these programs at LHS. She would like to see LHS present information regarding the school and their programs to groups such as Lincoln Rotary and Kiwanis.

Mr. Armitage thanked Mr. Maul for the presentations and the information presented. Stated the Cadet program is a good addition to our school. Stated that his student participated in several AP courses that allowed him to not have to take those courses in college. A great investment for our students.

Mr. Carras stated that schools are very competitive and the more programs available makes them a more competitive school. Commended and congratulated Mr. Maul for his work at LHS.

Mr. Long stated that it was a wonderful presentation and the board really like to see and hear information about our schools and academics.

**6. *Page 19-78 - CONSENT AGENDA***

- 6.1 Classified Personnel Report
- 6.2 Approval of Request Unpaid Leave of Absence
- 6.3 Approval of Minutes for: December 3<sup>rd</sup> & 17<sup>th</sup>, 2019
- 6.4 Approval of Warrants
- 6.5 Ratification of Contract with Elevate Youth Solutions and Western Placer Unified School District – Lincoln High School
- 6.6 Ratification of Contract with the Catta Verdera Country Club and Western Placer Unified School District
- 6.7 Student Discipline Re-Entry of Student #18-19-E
- 6.8 Student Discipline Re-Entry of Student #18-19-F

Minutes

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Mr. Long requested the removal of item 6.2. Motion by Mr. Carras, seconded by Mr. Armitage and passed by a 4-0 (*Ayes: Wyatt, Armitage, Carras, Long No: None*) roll call vote to approve consent agenda with the exception of item 6.2 on the consent agenda.

**7. COMMUNICATION FROM THE PUBLIC**

No communication from the public

**8. REPORTS & COMMUNICATION**

➤ Lincoln High School Student Advisory – Mattie Ridgway shared the following:

- Sports teams are all doing well
- Spring sports have started conditioning
- Dance team was on Good Day Sacramento and performed at the Kings game on January 8, 2020
- Homecoming is February 8, 2020
- LHS is hosting the SAT on March 4, 2020
- Leadership class wanted to thank the Board and Administration for addressing concerns regarding the bathrooms and campus monitors
- Mattie stated as a student of LHS she is very thankful for all the opportunities that Lincoln High School offers

➤ Western Placer Teacher's Association – Tim Allen wished everyone a Happy New Year and stated he has been at LHS for 14 years and it was special to hear one of his former fellow teachers Mike Maul give a great presentation. Tim stated that it is exciting and amazing regarding what is going on at LHS. Tim state that they are getting ready to begin negotiations. He went to governor's budget proposal meeting. He is also collecting signatures for schools first initiative if anyone would like to sign tonight.

➤ Western Placer Classified Employee Association – Jim Houck stated they are also getting ready to start negotiations. He attended the governor's workshop as well. Looking forward to the February meeting. Appointed a communications person to the group who will send out a newsletter to the members

➤ Superintendent – Scott Leaman

- Stated it is great to be at LHS tonight and what was highlighted tonight are some premier programs.
- Mr. Pierce has done a great job with the Cadet program.
- Academically LHS is doing great
- Feb 20<sup>th</sup> we have first 2+2 meeting (WPUSD/City of Lincoln meeting).
- LHS Showcase is tomorrow night at LHS
- Ben Palafox, who presented tonight is our Teacher of the year
- Measure D for the aquatic center is on the Ballot – March 3, 2020
- We are going into bargaining season with our groups collaboratively
- Presented Damian Armitage with a plaque to thank him for his service as Board President for the past year
- Presented a Plaque for Bayside Covenant Church to thank them for the two vans they donated to the Special Ed Department for the 18-22 year old program.



9. ♦ACTION ♦DISCUSSION ♦INFORMATION

9.1 Discussion **Page 80 – RECEIPT OF THE 2018-19 AUDITED FINANCIAL STATEMENTS– Kilpatrick (19-20 G & O Component I, II, III, IV, V)**

Mrs. Kilpatrick introduced Carrie Carlson to explain the process of our Audit Report. Mrs. Carlson stated that as a public school district in California we are required to have an audit by an independent audit firm each year. We hired the company Crow this year. Crow comes out twice a year and looks at our internal controls, Federal and State compliance and our attendance. Mrs. Carlson introduced Elizabeth Sav who is the auditor from Crow to present her findings. Ms. Sav stated that page 80 of the report is a summary of the audit results. For our financial report's we received an unmodified opinion, which means that there were no audit adjustments needed. For our Federal awards, the child and nutrition cluster was audited with no audit adjustments needed. Our State awards also received an unmodified opinion. All findings show that we are in compliance and the report was submitted to the state. Ms. Sav stated that the fact that we had no audit adjustments is a testament to our business department, school sites and attendance clerks and the great work that they do.

Mr. Carras stated great job to the entire Business Department. Audrey stated that the business office supports the sites with all the work that is done.

9.2 Information / **Page 173 – HORIZON CHARTER SCHOOLS 2018-19 ANNUAL FINANCIAL STATEMENTS AND AUDIT REPORT– Kilpatrick (19-20 G & O Component I, II, III, IV, V)**

Mrs. Kilpatrick stated that she has presentations for both charters to present to the board for information only. Fedderson & Company LLP, prepares the audit for Horizon. They did not report any findings for last year. The report stated what they looked at. They had a clean opinion for Horizon Charter. Audrey stated that they have been working very hard and we provide oversight to them.

9.3 Information/ **Page 215 – JOHN ADAMS ACADEMIES INC. CHARTER SCHOOLS 2018-19 CONSOLIDATED FINANCIAL STATEMENTS WITH AUDITOR'S REPORT– Kilpatrick (19-20 G & O Component I, II, III, IV, V)**

Mrs. Kilpatrick stated that this report is for John Adams Academies Inc. Gilbert and Associates, Inc. performed this audit. It is a report for all the John Adams Academy Charters. You will find all of the charters on page 235. They do a consolidated financial statement. They did not have any financial statement findings or state findings. We review the reports submitted for first interim and second interim and attendance reports.

9.4 Action **Page 253 – WAIVER REQUEST AND AFFIDAVIT – REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY**

**CONDITIONS – SCHOOL CLOSURE FOR CARLIN C COPPIN  
ELEMENTARY, FIRST STREET ELEMENTARY, TWELVE  
BRIDGES ELEMENTARY AND GLEN EDWARDS MIDDLE  
SCHOOL ON OCTOBER 9, 2019– Kilpatrick (19-20 G &O Component I,  
II, III, IV, V)**

Mrs. Kilpatrick stated that on October 9<sup>th</sup> we had some schools closed with PSPS . Some schools where without power and some had power but we were told that they would not have power. We are asking for a one day waiver for those schools for 180 to 179 days for those schools. We are confident we will receive the waiver for this year. We will have to plan for these days for next year because waivers will not be allowed next year. We are looking at providing power with generators next year. We also added two days to the calendar for next year.

Motion by Mr. Armitage, seconded by Mrs. Wyatt and passed by a 4-0 (*Ayes: Armitage, Carras, Long, Wyatt, No: None*) vote to approve Waiver Request and Affidavit – Request For Allowance of Attendance due to emergency conditions – school closure for Carlin C Coppin Elementary, First Street Elementary, Twelve Bridges Elementary and Glen Edwards Middle School on October 9, 2019

**9.5 Information/ Page 259 – WPUSD’S 2018-2019 CALIFORNIA SCHOOL  
DASHBOARD RESULTS– Leehane (19-20 G &O Component I, II, III, IV, V)**

Kathleen Leehane reviewed the California School Dashboard results. She handed out a color packet with information showing our current year as compared to last year. The first item Ms. Leehane reviewed was the Chronic Absenteeism reports on the Dashboard. She stated that some of the coding in PowerSchool led to some of the absences not being represented correctly. This information has been updated in PowerSchool, so next year this information will look different. This measures students who miss 20 or more school days in a school year. Suspension rate is staying in the yellow range on the graph. Mr. Carras asked about the suspension and if “willful defiance” was still used at the High School level as a suspension code. Mr. Maul explained that “willful defiance” was a general suspension code that is not used like it was in the past. Currently the vaping issue has increased our suspension rates at the high school and our secondary schools and we are working on this issue. Regarding, Graduation High School Rate, LHS is doing good however, PHS is quite low and affects our overall rate. PHS is affected by 5<sup>th</sup> year senior who do not get counted as graduating in 4<sup>th</sup> year. We now have a counselor at PHS who is going to work on helping students with resources to have them graduate in their 4<sup>th</sup> year of school and not continue into 5<sup>th</sup> year. Grade classification is used by some schools where they list a student’s grade level based on the number of credits they have and not the number of years they have been in school. We currently do not use grade classification. Ms. Leehane explained the Calpads system as a source for tracking students that have moved away from our district

since they count in our school as either graduating or not graduating and affect our graduation rate as well. For our Academic Indicators, ELA and Math are in the green range. Our College and Career Indicator has increased. This represents the students who are A-G completion, CTE pathway completion, Seal of Biliteracy recipients and Dual Enrollment (community college). Next year our English Learner students will have a Progress Indicator for the first time. Currently we would be at a yellow based on our current numbers.

Mr. Carras stated nice report. Great format and layout which makes it clear and easy to understand.

Mr. Long stated good improvement from two years ago and it is a lot easier to read.

- 9.6 Information** *Page 260 – REVISED SUNSHINE PROPOSAL FOR NEGOTIATIONS REGARDING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT (WPUSD) AND THE WESTERN PLACER TEACHER’S ASSOCIATION (WPTA)– Simon (19-20 G & O Component I, II, III, IV, V)*  
*Roll call vote*

Mr. Leaman stated that we are resubmitting the Sunshine Proposal jointly with the Western Placer Teachers Association. The item updated are bolded on page 261, which includes a limited discussion around Article X.

- 9.7 Action** *Page 263 – SUNSHINE FOR NEGOTIATIONS REGARDING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CHAPTER #741) – Simon (19-20 G & O Component I, II, III, IV, V)*

Mr. Leaman stated that this item is letting the public know which articles we will be negotiated during negotiations this year.

Motion by Mrs. Wyatt, seconded by Mrs. Armitage and passed by a 4-0 (*Ayes: Armitage, Carras, Long, Wyatt No: None*) vote to approve Sunshine for Negotiations regarding the Collective Bargaining Agreement between Western Placer Unified School District and the California School Employees Association (Chapter #741)

**9.8 Action**      **Page 266 – ADOPTION OF REVISED/NEW EXHIBITS/ POLICIES/ REGULATIONS – Leaman (19-20 G & O Component I, II, III, IV, V)**

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

- BP/AR 0460 – Local Control and Accountability Plan
- BP 0520 – Intervention for Underperforming Schools (New Policy)
- BP 0520.1 – Comprehensive and Targeted Support and Improvement (New Policy)
- BP 5131 – Conduct
- BP 5131.8 Mobile Communication Devices (New Policy)
- BP 5132 – Dress and Grooming
- AR 5141.26 – Tuberculosis Testing

Motion by Mr. Armitage and seconded by Mr. Carras and passed by a 4-0 (*Ayes: Armitage, Carras, Long, Wyatt No: None*) vote to approve the adoption of revised/new exhibits/policies/regulations.

**10. BOARD OF TRUSTEES**

**10.1 FUTURE AGENDA ITEMS**

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

- School Safety

**10.2 BOARD MEMBER REPORTS/COMMENTS**

**Mrs. Wyatt** thanked Mike Maul and his troops for his presentation tonight and is glad that our audits came out good.

**Mr. Armitage** stated no report.

**Mr. Carras** stated he would like to recognize our reporter Mathew Norbert from the Lincoln News Messenger, he is here at every meeting and he wrote an article on our President Paul Long. We appreciate the coverage.

**Mr. Long** stated that the Sacramento Bee headlines state Lincoln Zebras girl's basketball as #12 in the region. He also toured the new elementary, Glen Edwards and the new high school and it is all amazing and great.

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

The President will establish the following meeting(s):

➤ **February 4, 2020 7:00 P.M.**, Regular Meeting of the Board of Trustees – District Office/City Hall Bldg., 3<sup>rd</sup> Floor Conference Room

➤ **February 18, 2020 7:00 P.M.**, Regular Meeting of the Board of Trustees – District Office/City Hall Bldg., 3<sup>rd</sup> Floor Conference Room

January 21, 2020

Minutes

**12. ADJOURNMENT**

There being no further business the meeting was adjourned at 8:30p.m.

\_\_\_\_\_  
Paul Long, President

\_\_\_\_\_  
Paul Carras, Clerk

\_\_\_\_\_  
Scott Leaman, Superintendent

\_\_\_\_\_  
Maria Gonzalez, Administrative Assistant to  
the Superintendent

**Adopted:**

**Ayes:**

**Noes:**

**Absent:**

**Accommodating Those Individuals with Special Needs:**

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



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

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

**DISTRICT GLOBAL GOALS**

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

**SUBJECT:**

Approval of Warrants

**AGENDA ITEM AREA:**

Consent Agenda

**REQUESTED BY:**

Audrey Kilpatrick  
Assistant Superintendent of  
Business and Operations

**ENCLOSURES:**

Warrants may be found at  
[www.wpusd.org](http://www.wpusd.org)

**DEPARTMENT:**

Business Services

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

N/A

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**BACKGROUND:**

The Board of Trustees will consider approval of warrants paid since the January 21, 2020 board meeting.

**RECOMMENDATION:**

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

Checks Dated 01/24/2020					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85726754	01/24/2020	Burke, Christa A	01-4300		81.39
85726755	01/24/2020	Zinzun, Rhianon R	01-5200		17.25
85726756	01/24/2020	ADI HONEYWELL INTERNATIONAL	01-4300		283.84
85726757	01/24/2020	AT&T BUSINESS SERVICE	01-5560		52.49
85726758	01/24/2020	BI JAMAR INC QUALITY SOUND SYSTEMS	01-5600		360.00
85726759	01/24/2020	BLACKBURN CONSULTING	21-6140		48,153.33
85726760	01/24/2020	C & S TELECOMMUNICATIONS INC	01-5600		165.00
85726761	01/24/2020	CALIF BAND DIRECTORS ASSOC	01-5200		340.00
85726762	01/24/2020	DANG ELECTRIC	01-5600		1,892.22
85726763	01/24/2020	GOLD COUNTRY TRACTORS, INC.	01-4300		31.01
85726764	01/24/2020	HMC GROUP	21-6210		72,872.39
85726765	01/24/2020	LOZANO SMITH LLP	01-5810		4,251.36
85726766	01/24/2020	MEDICAB	01-5800		3,855.25
85726767	01/24/2020	MEDICAL BILLING TECHNOLOGIES	01-5800		1,252.90
85726768	01/24/2020	MELISSA O'MALLEY	01-6400		25,000.00
85726769	01/24/2020	MWG MESTMAKER & ASSOCIATES	01-3901		136.60
85726770	01/24/2020	PURCHASE POWER	01-4300		4,040.59
85726771	01/24/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		509.43
85726772	01/24/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		462.32
85726773	01/24/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		264.17
85726774	01/24/2020	SAFEWAY INC	01-4300		86.14
85726775	01/24/2020	SCHOOL FACILITY CONSULTANTS	25-5800		4,298.75
85726776	01/24/2020	SNACK NATION AWESOME OFFICE INC	01-4300		2,235.00
85726777	01/24/2020	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		285.25
85726778	01/24/2020	U.S. BANK NATIONAL ASSOCIATION U.S. BANCORP PURCHASING CARD	01-4200	107.10	
			01-4300	1,290.21	
			01-5200	2,947.44	
			01-5800	5,500.00	
			13-4710	18.51	
			21-5800	61.95	
			25-5200	5.00	9,930.21
85726779	01/24/2020	VERIZON WIRELESS	01-5560	1,874.19	
			13-5560	81.27	
			21-5560	36.14	1,991.60
85726780	01/24/2020	WALLACE-KUHL & ASSOCIATES	21-5800		525.00
85726781	01/24/2020	Castillo, Abigail C	01-5200		100.34
85726782	01/24/2020	CALIF DEPT OF TAX & FEE ADMIN	01-4300		79.03
85726783	01/24/2020	CROWN DISTRIBUTING INC.	13-4380		679.13
85726784	01/24/2020	CULTURE SHOCK YOGURT	13-4710		240.00
85726785	01/24/2020	DANIELSEN COMPANY	13-4710		1,186.02

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

ESCAPE **CONFINE**

Page 1 of 3

## Checks Dated 01/24/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85726786	01/24/2020	GOLD STAR FOODS, INC	13-4710		4,318.24
85726787	01/24/2020	PRODUCERS DAIRY FOODS, INC.	13-4710		2,756.65
85726788	01/24/2020	PROPACIFIC FRESH	13-4380	169.66	
			13-4710	1,072.00	1,241.66
85726789	01/24/2020	UNIFIRST CORPORATION	13-5800		177.56
85726790	01/24/2020	Brown, Stephanie A	01-4300		55.59
85726791	01/24/2020	Roberts, Karen A	01-4300		14.35
85726792	01/24/2020	Tofft, Deborah C	01-4300		300.95
85726793	01/24/2020	Zimmerman, Mikaela K	01-4300		42.90
85726794	01/24/2020	ACSA - PLACER CO. CHARTER TINO GUZMAN	01-5200		45.00
85726795	01/24/2020	AUBURN TROPHIES	01-4300		19.31
85726796	01/24/2020	B&H PHOTO VIDEO	01-4300		75.06
85726797	01/24/2020	BARNES & NOBLE BOOKSTORES	01-4300		132.63
85726798	01/24/2020	BURKETT'S OFFICE	01-4300		3,369.30
85726799	01/24/2020	CAROLINA BIOLOGICAL SUPPLY	01-4300		187.33
85726800	01/24/2020	CARROT-TOP INDUSTRIES	01-4300	199.15	
			Unpaid Tax	12.41-	186.74
85726801	01/24/2020	CDW GOVERNMENT INC	01-4300		2,732.37
85726802	01/24/2020	CEV MULTIMEDIA, LTD.	01-4300		1,600.00
85726803	01/24/2020	DEMCO MEDIA	01-4200		135.56
85726804	01/24/2020	DICK BLICK COMPANY	01-4300		5.56
85726805	01/24/2020	FLORAL SUPPLY SYNDICATE	01-4300		83.86
85726806	01/24/2020	FORTUNA UNION HS DISTRICT	01-5200		270.00
85726807	01/24/2020	KYOCERA	01-4300	159.85	
			01-5600	59.82	219.67
85726808	01/24/2020	LEAVING THE VILLAGE LLC	01-5200		435.00
85726809	01/24/2020	MCGRAW-HILL	01-4300		132.10
85726810	01/24/2020	MCMaster CARR SUPPLY CO	01-4300		139.28
85726811	01/24/2020	NASCO MODESTO	01-4300		258.39
85726812	01/24/2020	PCOE - PLACER CO OFFICE OF ED	01-5200		360.00
85726813	01/24/2020	POWER SCHOOL GROUP, LLC	01-5200		1,200.00
85726814	01/24/2020	REALLY GOOD STUFF	01-4300		29.13
85726815	01/24/2020	RENAISSANCE LEARNING INC.	01-4300		1,200.00
85726816	01/24/2020	SCHOOL SPECIALTY INC	01-4300		203.60
85726817	01/24/2020	SCHOOL TECH SUPPLY	01-4300	204,810.06	
			01-4400	28,904.55	233,714.61
85726818	01/24/2020	SPHERO ORBOTIX, INC.	01-4400		5,897.66
85726819	01/24/2020	BANK OF AMERICA #4333	01-4300	439.90	
			01-5200	2,273.82	
			01-5800	32.00	2,745.72
85726820	01/24/2020	CITY OF LINCOLN	01-5540	7,924.75	
			01-5550	5,247.26	
			01-5570	13,889.51	27,061.52
85726821	01/24/2020	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4300		11,983.89

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

ESCAPE **ONLINE**

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**Checks Dated 01/24/2020**

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
Total Number of Checks			68		488,989.20

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	General Fund	57	352,350.01
13	Cafeteria Fund	9	10,699.04
21	Building Fund #1	5	121,648.81
25	Capital Facilities Fund	2	4,303.75
Total Number of Checks		68	489,001.61
Less Unpaid Tax Liability			12.41-
Net (Check Amount)			488,989.20

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

ESCAPE **ONLINE**  
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**Checks Dated 01/17/2020**

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85725674	01/17/2020	Scontriano, Rachel A	01-4300		21.75
85725675	01/17/2020	49ER WATER SERVICES	01-5800		2,750.00
85725676	01/17/2020	ADI HONEYWELL INTERNATIONAL	01-4300		62.10
85725677	01/17/2020	APPLE INC.	01-4390		10.00
85725678	01/17/2020	B.Z. SERVICE STATION	01-5600		461.20
85725679	01/17/2020	CAPITOL ADVISORS GROUP LLC	01-5800		1,625.00
85725680	01/17/2020	CAPITOL PUBLIC FINANCE GROUP	25-5800		4,777.50
85725681	01/17/2020	CARIN CONTRERAS	01-5800		10,395.00
85725682	01/17/2020	CDW GOVERNMENT INC	01-4300	3,573.78	
			01-4400	11,059.72	14,633.50
85725683	01/17/2020	CENTER FOR HEARING HEALTH INC	01-5800		8,716.50
85725684	01/17/2020	CITY OF LINCOLN / PG&E REIMB	01-5510		2,245.40
85725685	01/17/2020	DEPARTMENT OF GENERAL SERVICES	21-6220		33,238.95
85725686	01/17/2020	DISCOUNT PLASTIC BAGS	01-4300	221.11	
			Unpaid Tax	13.72-	207.39
85725687	01/17/2020	EQUAL OPPORTUNITY SCHOOLS	01-5800		528.89
85725688	01/17/2020	GCR TIRES & SERVICE	01-4360		600.63
85725689	01/17/2020	GRAINGER	01-4300		553.16
85725690	01/17/2020	HILLYARD / SACRAMENTO	01-4300		2,253.14
85725691	01/17/2020	HORIZON	01-4300		117.45
85725692	01/17/2020	INDUSTRIAL PLUMBING SUPPLY	01-4300		365.02
85725693	01/17/2020	J & J SCREEN & GLASS	01-5600		195.00
85725694	01/17/2020	LEARNING SOLUTIONS INC	01-5800		2,751.20
85725695	01/17/2020	MESA ENERGY SYSTEMS, INC dba EMCOR SERVICES MESA ANERGY	01-5600		1,941.50
85725696	01/17/2020	MIZUNI, INC.	01-5800		13,500.00
85725697	01/17/2020	NORMAC	01-4300		166.17
85725698	01/17/2020	ODYSSEY LEARNING CENTER, INC.	01-5800		9,841.92
85725699	01/17/2020	PACIFIC GAS & ELECTRIC CO	01-5510	79,589.82	
			01-5530	11,557.02	91,146.84
85725700	01/17/2020	PARK US LESSEE HOLDINGS, INC. DOUBLETREE BY HILTON SONOMA	01-5200		720.03
85725701	01/17/2020	PLACER COUNTY SELPA	01-5200		2,050.00
85725702	01/17/2020	PROPS TREE & LANDSCAPE INC	01-5800		2,200.00
85725703	01/17/2020	RAY MORGAN CO. / CHICO	01-5600		77.20
85725704	01/17/2020	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		121.50
85725705	01/17/2020	RIEBES AUTO PARTS	01-4365		3,031.01
85725706	01/17/2020	SACRAMENTO CO OFFICE OF ED.	01-5200		1,200.00
85725707	01/17/2020	SCHOOLS INSURANCE AUTHORITY	01-5200		130.00
85725708	01/17/2020	Schools Insurance Group	01-5400		406,057.05
85725709	01/17/2020	SIERRA FOOTHILLS ACADEMY	01-5800		37,466.18
85725710	01/17/2020	SIERRA OFFICE SUPPLIES &	01-4300		391.46
85725711	01/17/2020	SITEONE LANDSCAPE SUPPLY	01-4300		204.78

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## Checks Dated 01/17/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85725712	01/17/2020	SPECIALIZED EDUC OF CA, INC. DBA SIERRA SCHOOLS	01-5800		14,569.75
85725713	01/17/2020	UNIFIRST CORPORATION	01-5800		464.71
85725714	01/17/2020	WAVE	01-5560	1,106.23	
			01-5903	4,379.25	5,485.48
85725715	01/17/2020	WAXIE'S SANITARY SUPPLY	01-4300		4,335.39
85725716	01/17/2020	WESTERN PLACER WASTE MGT AUTH ACCOUNTING DIVISION WPWMA	01-5540		301.52
85725717	01/17/2020	Moss, Kimberly A	01-4300		37.70
85725718	01/17/2020	Saul, Jada L	01-4300		77.28
85725719	01/17/2020	ALPHA FIRED ARTS	01-4300		594.78
85725720	01/17/2020	BIO-RAD	01-4300		149.40
85725721	01/17/2020	BLICK ART MATERIALS	01-4300		61.32
85725722	01/17/2020	BORDERLAN SECURITY	01-4300		480.00
85725723	01/17/2020	BRAIN POP	01-4300		230.00
85725724	01/17/2020	CHALLENGE WORKS INC	01-5600	6,040.00	
			01-5800	1,250.00	7,290.00
85725725	01/17/2020	DIRECT PRESS 2	01-4300		313.27
85725726	01/17/2020	FLINN SCIENTIFIC INC	01-4300		701.74
85725727	01/17/2020	FLORAL RESOURCES SACRAMENTO	01-4300		195.46
85725728	01/17/2020	J's COMMUNICATIONS INC	01-4300		904.05
85725729	01/17/2020	LINCOLN HIGH SCHOOL	01-5800		288.00
85725730	01/17/2020	LITERACY RESOURCES INC	01-4300	97.79	
			Unpaid Tax	5.80-	91.99
85725731	01/17/2020	LOWE'S	01-4300		632.37
85725732	01/17/2020	OFFICE DEPOT	01-4300		65.92
85725733	01/17/2020	OJO TECHNOLOGY INC.	01-4300	1,283.48	
			01-4400	3,490.00	
			01-5800	4,110.00	8,883.48
85725734	01/17/2020	PLANK ROAD PUBLISHING INC	01-4200	93.55	
			Unpaid Tax	5.51-	88.04
85725735	01/17/2020	RAY MORGAN CO. / CHICO	01-5600		449.31
85725736	01/17/2020	REALLY GOOD STUFF	01-4300		86.01
85725737	01/17/2020	ROBINSON GRADING & PAVING	01-4300		1,716.37
85725738	01/17/2020	SACRAMENTO CO OFFICE OF ED.	01-5200		300.00
85725739	01/17/2020	SACRAMENTO RIVERCATS	01-5800		110.00
85725740	01/17/2020	SACRAMENTO THEATRE CO	01-5800		2,520.00
85725741	01/17/2020	SCHOLASTIC BOOK CLUBS	01-4300		55.00
85725742	01/17/2020	SCHOLASTIC BOOKS	01-4300		125.40
85725743	01/17/2020	WAVE	01-5800		20.98
85725744	01/17/2020	AIR CONTROL SERVICES, INC.	13-5600		4,550.53
85725745	01/17/2020	CROWN DISTRIBUTING INC.	13-4380		2,018.07
85725746	01/17/2020	CULTURE SHOCK YOGURT	13-4710		420.00
85725747	01/17/2020	DANIELSEN COMPANY	13-4710		1,455.38
85725748	01/17/2020	GOLD STAR FOODS, INC	13-4710		9,733.12

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

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**Checks Dated 01/17/2020**

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85725749	01/17/2020	HIGHLAND ORCHARD LLC	13-4710		116.00
85725750	01/17/2020	PRODUCERS DAIRY FOODS, INC.	13-4710		1,285.17
85725751	01/17/2020	PROPACIFIC FRESH	13-4380	.01	
			13-4710	858.22	858.23
85725752	01/17/2020	UNIFIRST CORPORATION	13-5800		177.56
85725753	01/17/2020	Western Placer USD	01-4300	478.36	
			01-5800	99.00	
			01-8675	432.85	
			01-9510	133.65	
			25-5800	85.00	
			76-9554	337.34	1,566.20
85725754	01/17/2020	Emily Alexander	73-5850		300.00
85725755	01/17/2020	Stacy Gerdin	13-8634		26.50
85725756	01/17/2020	Morford, Kristin N	01-5200		32.48
85725757	01/17/2020	BUS WEST - DIVISION OF VELOCITY VEHICLE GROUP	01-4365		75.69
85725758	01/17/2020	MEDICAL BILLING TECHNOLOGIES	01-5800		182.55
85725759	01/17/2020	STATE OF CALIFORNIA - DOJ	01-5821		147.00
85725760	01/17/2020	SUPPLYWORKS	01-4300		3,155.94
Total Number of Checks			87		<u>734,479.56</u>

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	General Fund	74	675,125.24
13	Cafeteria Fund	10	20,640.56
21	Building Fund #1	1	33,238.95
25	Capital Facilities Fund	2	4,862.50
73	Foundation Trust	1	300.00
76	Payroll Fund	1	337.34
Total Number of Checks		87	734,504.59
Less Unpaid Tax Liability			25.03-
Net (Check Amount)			<u>734,479.56</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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# 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 Remind and ATLAS

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick   
Assistant Superintendent of  
Business and Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

District – Instructional Materials

### MEETING DATE:

February 4, 2020

### ROLL CALL REQUIRED:

No

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### BACKGROUND:

The attached contract is for services with Remind and ATLAS. The services include electronic communication between teachers and students to encourage community engagement for independent learning. Teachers can send messages instantly from their phone or computers in 90+ languages, while students and families have the option of receiving messages by text, smartphone notification, or email. The cost of these services is \$337.50 per year and will be paid with district supplemental funds.

### RECOMMENDATION:

Administration recommends that the Board ratify the contract agreement between Remind and ATLAS.



## NEW ORDER FORM

965 Mission Street, Suite 300  
San Francisco, CA 94103  
United States

Order Number: Q003618  
Valid Until: 02/23/2020

## Customer Information:

**SOLD TO:**

Customer Name: ATLAS Learning Academy  
Contact Name: Audrey Kilpatrick  
Address: 1135 9th St  
Lincoln CA 95648  
US  
Email: akilpatrick@wpusd.org  
Phone: (916) 202-2704

**BILL TO:**

Contact Name: Audrey Kilpatrick  
Address: 1135 9th St  
Lincoln CA 95648  
US  
Email: akilpatrick@wpusd.org  
Phone: (916) 202-2704

## Order Form Summary:

Services Start Date: 01/24/2020  
Services End Date: 01/23/2021  
Auto Renew: Yes

Payment Terms: Net 30  
Currency: USD

Product	Unit Price	Term (Months)	Quantity	Line Item Amount
Remind Plan	\$4.00 Per Year	12	75 Student(s)	\$ 300.00
Voice Calls	\$0.50 Per Year	12	75 Student(s)	\$ 37.50
				<b>INITIAL TERM CHARGE: \$337.50</b>

## Billing Terms:

Standard 12 month contract with Voice calling

## Terms &amp; Conditions:

- PARTIES:** This Order Form (the "Order Form") is entered into by and between Remind101, Inc. ("Remind") and ATLAS Learning Academy (the "School" or "Customer") as of the Customer's date of signature below (the "Order Form Effective Date").
- AGREEMENT:** This Order Form hereby includes, incorporates and shall be governed by the terms and conditions of the Remind School Plan Standard Agreement located at <https://www.remind.com/school-agreement> (together with the Order Form, the "Agreement"). Unless otherwise stated in this Order Form, all terms defined in the Agreement shall have the same meaning in this Order Form. If there is an inconsistency or conflict between the terms and conditions of this Order Form and the Agreement, the terms of this Order Form shall control with respect to the subject matter of this Order Form.
- SERVICES, FEES & PAYMENT:** Unless noted otherwise below, Customer will be invoiced at the start of the service period for the Initial Term Charge, plus any additional applicable taxes.
- SERVICES START DATE:** In the event, after the signing of this Order Form, Customer submits written request to Remind to delay the Services Start Date or delay the first invoice (e.g. due to Customer's Purchase Order requirements), then Customer acknowledges that (i) the Services Start Date shall be amended to the requested, revised start date and (ii) the Services End Date shall be amended to be consistent with the Term specified in the table above.
- AUTO-RENEWAL:** This Order Form shall remain in full force and effect from the Order Form Effective Date through the Services End Date. This Order Form will thereafter automatically renew for additional 12-month terms (each, a 'Services Term' and collectively with the Initial Services Term, the 'Order Form Term'), unless: (i) either party gives the other party written notice of its intent not to renew this Order Form at least 60 days' prior to the end of the then-current term, (ii) this Order Form is specifically superseded by a new Order Form; or (iii) Remind and the District agree in writing to subsequent Services Terms that are longer in duration than 12 months. Unless specified otherwise above in the Order Form Summary, for the next Services Term, each Product shall renew at a Unit Price that is 10% above the Unit Price in effect immediately prior to the start of such subsequent Services Term.

## Other Notes:

Schools Included:



## ORDER FORM



965 Mission Street, Suite 300  
San Francisco, CA 94103  
United States

Order Number: Q003618  
Valid Until: 02/23/2020

IN WITNESS WHEREOF, by signature below of duly authorized representatives, the parties have caused this Order Form to be executed as of the Order Form Effective Date.

Remind101, Inc.

ATLAS Learning Academy

Signature :	DocuSigned by:  A5E87EA3BA3B4F1...	Signature :	DocuSigned by:  E76F2834A1DB45A...
Name:	Ben McCarthy	Name:	Audrey Kilpatrick
Title:	Controller	Title:	Asst. Supt. Business & Operations
Date:	1/24/2020   11:40:36 AM PST	Date:	1/24/2020   11:48:43 AM PST



# 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 Magical Moonshine Theatre and Foscett Ranch Elementary

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Audrey Kilpatrick   
Assistant Superintendent of  
Business and Operations

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Business Services

**FINANCIAL INPUT/SOURCE:**

Donations/Co-Curricular Funds

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

**BACKGROUND:**

The attached contract is for services with Magical Moonshine Theatre and Foscett Ranch Elementary School. The services are for a presentation at a school assembly on February 24, 2020. The cost of these services is \$585 and will be paid with student donations and site co-curricular funds.

**RECOMMENDATION:**

Administration recommends that the Board ratify the contract agreement between Magical Moonshine Theatre and Foscett Ranch Elementary.



INSTRUCTIONS: Please print out copies of this contract, check for accuracy, sign **both pages** and mail one copy to Magical Moonshine Box 1258, Vallejo, CA 94590, keeping one copy for yourself.



### MAGICAL MOONSHINE THEATRE CONTRACT

This **CONTRACT**, made and entered into on January 21, 2020, at Vallejo, California, by and between the **MAGICAL MOONSHINE THEATRE** and **Tiffany Butler for Fosskett Ranch Elementary, 1561 Joiner Parkway, Lincoln, CA, 95648, 916-434-5255**, agree to the following:

1. The MAGICAL MOONSHINE THEATRE will perform the following performance(s) and/or residency activities:  
**Assembly Monday, February 24, 2020 Time: 10:00 am**

The performances/residency activities will take place at: **Fosskett Ranch Elementary, Lincoln, CA.**


2. The MAGICAL MOONSHINE THEATRE will arrive 1-2 hours before performance time for set up. Please refer to MMTheatre Tech Sheet for further details. Workshop arrivals may vary.
3. The MAGICAL MOONSHINE THEATRE shall receive as compensation \$ **585** due on the date of the event. Sponsor agrees to consult **MMTheatre Technical Information** sheet for set up and strike time needed for each program.

Any changes in this contract must be made in writing two weeks prior to the performance date and by mutual agreement only. Both parties agree that if through unavoidable circumstances the performance(s) cannot take place, this contract shall be considered null and void, and there shall be no claim for damages by either party.

**Video-taping of the performance prohibited without prior written consent.**

In Witness Whereof, the parties have executed this **CONTRACT** on January 21, 2020.

  
\_\_\_\_\_  
Tiffany Butler (or) **Carrie Carlson**  
for Fosskett Ranch Elementary

  
\_\_\_\_\_  
Michael W. or Valerie Nelson  
Magical Moonshine Theatre  
707-363-4573

**Magical Moonshine Theatre \* Box 1258 \* Vallejo, CA 94590 \* tel: 707-363-4573**  
email: [mail@magicalmoonshine.org](mailto:mail@magicalmoonshine.org)

Magical Moonshine Theatre  
**CONTRACT ATTACHMENT**  
Technical Information for School Assembly Programs

**PLEASE REFER TO THIS INFORMATION TO HELP INSURE THE SUCCESS OF YOUR MMT PERFORMANCE(S)**

**SPACE REQUIRED:**

The **Magical Moonshine Theatre** staging requires a space **24 feet wide, 20 feet deep, and 12 feet high** (from floor to ceiling). If your space does not meet these dimensions, please let us know. We can set up some of our productions in a smaller space but we must plan for it, and some titles need the full space.

⇒ ☐ **Our school performance space is smaller than requested.**

⇒ **Dimensions are: Width: 40 Depth: 25 Height: 12**

⇒ **Can your multipurpose room/gym/theater be darkened? yes (no skylights over the stage or large windows without blinds- applies only to certain shows)**

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**9** (number of teachers' guides needed.

Please encourage your teachers to visit our on-line Teachers' Resource Center at [magicalmoonshine.org/teachers.htm](http://magicalmoonshine.org/teachers.htm) where we have a wealth of curriculum materials based on the California State Frameworks, as well as fun puppet and mask making projects for students and adults.

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**SPACE PREPARATION:** If possible the stage area should be cleared and mopped or dusted before we arrive (if it is a non-carpeted surface). Our performances are active and often require that we kneel or lie on the floor in our black performance clothing which shows dust readily. A clean floor is a great help to us.

**TIME REQUIRED:** We need to be able to get into the space to set up 1 hour before a school assembly program. We will need 45 minutes after the performance or assembly program to pack and load the show.

**PARKING NEEDS:** We will need a place to park our van during the performance. If there is a chance that this will be a problem, then we ask that you help us by reserving a parking place for us, preferably at a close load-in site.

**DIRECTIONS NEEDED:** We will need to know how to get to each performance location. If you can send directions or a local map, that would help us to find you. This can be included when you return the **MMTheatre** contract if you wish.

**HELPFUL HINTS:** (Forgive us if these are obvious, but they are often overlooked in the excitement of preparing for the program.)

Scheduling: Does everyone who uses the performance space know about the program(s), including our setup and take-down times? (Ex. music teacher? gym teachers?, etc.)

Traffic flow: If possible, for safety reasons, students and teachers should be advised to use exits that are not behind the stage or positioned so that students will have to walk within our sets or cross our wiring. If such entrances and exits are unavoidable, adult monitors are advised for protection of your students and our equipment.

**CHECKS** should be made out to the **Magical Moonshine Theatre** and are due in full on the performance date unless other arrangements are made.

**FEDERAL TAX I.D. NUMBER FOR MAGICAL MOONSHINE:** 68-0163205 (Please note that in some cases you might be paying a different organization. This will be noted on your contract. If this is the case, then your IRS 1099 forms should not use our tax I.D. number, but rather the number of the organization to which the check is paid. If you have questions about this, please call us.

I have read and understand the above.

⇒   
signed

1/23/2020  
date

**Magical Moonshine Theatre \* Box 1258 \* Vallejo, CA 94590 \* tel: 707-363-4573**  
**email: [mail@magicalmoonshine.org](mailto:mail@magicalmoonshine.org)**

**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 Out of State Travel

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Susan Watkins   
Director of Special Education

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Ed Services

**FINANCIAL INPUT/SOURCE:**

Medi-Cal Collaborative

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

Per District Administrative Regulation 3350 – Travel expenses, all out of state travel shall be presented to the Board for approval with a complete explanation of the school business to be served.

Susan Watkins, Amy Pettersen, Christa Burke, Vincent Hurtado, Desi St. John, Emily Ortiz, Barbara Morebeck and Chris Mireles will be traveling to Breckenridge, Colorado for a Love and Logic Seminar. We will also attend a special session for Administrators and School Leaders. This training will provide district trainers for both parent and teacher workshops. All participants will be required to provide district training.

Total cost: Registration \$3360.00, Airfare \$2880.00, Hotel 3 nights \$3600.00, Car Rental (2 cars) \$800.00, Meals (Breakfast and Dinner) \$1368.00. Total: \$12,008.00

**RECOMMENDATION:**

Administration recommends Board approval for this out of state travel request for the purpose of providing district wide training in the area of behavior, social emotional learning and intrinsic motivation.

# Western Placer Unified School District

## Request for Expenditure of Medi-Cal Funds

Date: 1-13-2020 Requestor: Desi St. John, Vincent Hurtado  
Requester's Email Address: dstjohn@wpusd.org, vhurtado@wpusd.org  
Site: LCE/LHS Program: RSP/SDC

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): 8 staff to attend Love & Logic Educator Parent Retreat / Conference Susan Watkins, Christa Burke, Amy Petersen, Vincent Hurtado, Barbara Hordbeck, Desi St John, Emily Ortiz, Chris Hireles
2. Total Amount of Funds Requested (must include shipping and tax): \$ 12,008
3. Number of Students Affected: 7100 (Use whole number)
4. Please List Other Sources of Funding Attempted:

Special Ed / Ed Services

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

3 nights \$135 per night for 8 staff

\$ 3600

round trip airfare \$360 x 8

\$ 2880

registration \$420 x 8

\$ 3360

rental 2 cars

\$ 800

food/meals

\$ 1368

6. Requirements (incomplete proposals will be returned):

12,008

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: Desi St John Date: 1-14-20

Site Administrator's Signature: Susan Watkins Date: 1-15-2020

Director of Technology's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Susan Watkins Date 1-15-2020  
Susan Watkins per Medi-Cal Collaborative pre-approval





*Plan Your Family's Summer Vacation Around The*

# Love and Logic Educator & Parent Retreat at Beaver Run Resort

with Charles Fay, Ph.D., Jim Fay, & other world-renowned experts!

## What You'll Learn

- ★ Evidence-based concepts for fostering social-emotional learning and intrinsic motivation.
- ★ The relationship between positive school discipline and academic achievement.
- ★ The four research-based principles of Love and Logic, including:
  - (1) shared control
  - (2) shared thinking
  - (3) the importance of building and maintaining self-efficacy
  - (4) empathy.
- ★ Approaches that prevent educator burnout.
- ★ A special session for Administrators and School Leaders will be held on the 30th!

**Graduate-Level Credits Available**

## Conference Details

- Location:** Beaver Run Resort  
620 Village Rd.  
Breckenridge, CO 80424
- Dates:** June 29 - July 1, 2020
- Times:** 8:00 A.M. - 3:30 P.M.
- Investment:** \$450.00  
*Early Bird Special: \$420.00*  
*(register before 2/3/20)*  
Includes a \$95 non refundable deposit
- Lunch:** Will be provided each day.  
Special dietary needs must be communicated by 5/25/2020
- Lodging:** Beaver Run Resort  
Room Reservation # 800-525-2253  
Be sure to mention that you are with the Love and Logic group.  
As low as \$133.00/night  
+ taxes & resort fee
- Book your room early!**



## Register

**Mail form (backside) to:**  
Love and Logic Institute  
2207 Jackson Street  
Golden, CO 80401

**By phone:**  
800-338-4065

**Online:**  
[loveandlogic.com](http://loveandlogic.com)

**By fax:**  
800-455-7557





**Attendee Information** Are you attending the Administrator's Session (no extra cost) on Tuesday the 30th? ☐ Yes ☐ No

Name \_\_\_\_\_

Day Phone \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

☐ Yes, I would like to receive Love and Logic's FREE Insider's Club weekly email tips.**Attendee Summer Contact Information** (Leave blank if same as above.)

Name \_\_\_\_\_

Day Phone \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Billing Information** (Leave blank if same as attendee.)

Organization \_\_\_\_\_

Billing Contact \_\_\_\_\_

Day Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Payment Method** ☐ Conference \$450.00 (Early Bird Special \$420.00 register by 2/3/20) Includes a \$95 non refundable deposit☐ Credit Card (All types) ☐ Check (Attached, payable to Love and Logic Institute, Inc.) ☐ Purchase Order (Attached)

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ Validation Code \_\_\_\_\_

Amount \_\_\_\_\_ Signature \_\_\_\_\_

**Who Should Attend**

- \* Parents
- \* Educators
- \* Administrators
- \* And anyone who works with kids!
- \* Conflict Mgt. Coordinators
- \* Counselors

A special session for Administrators and School Leaders will be held on the 30<sup>th</sup>

**Graduate-Level Credits**

Offered by: Brandman University

Cost: \$95.00 per credit (earn up to 3)

Call for more information.

**Activities for the Whole Family**

- \* Sport & Fitness Center
- \* Swimming Pools / Spa
- \* Chair Lift
- \* Hiking / Biking
- \* Kayaking / Rafting
- \* Climbing
- \* Fishing
- \* Arcade
- \* Alpine Slide
- \* and more!



# Love and Logic®

2207 Jackson Street, Golden, CO 80401

800-338-4065 | loveandlogic.com



**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
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4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.
5. Promote student health and nutrition in order to enhance readiness for learning.

**SUBJECT:**

Comprehensive School Safety Plans -  
District and School Sites

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Audrey Kilpatrick   
Asst. Supt. - Business & Operations

**ENCLOSURES:**

Comprehensive School Safety Plans  
(located on [wpusd.k12.ca.us](http://wpusd.k12.ca.us))

**DEPARTMENT:**

Business Services

**FINANCIAL INPUT/SOURCE:**

None

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

School safety is paramount in Western Placer Unified School District. Each of our eleven school sites and the district office practice safety on a daily basis by implementing processes and procedures to safeguard our students and staff as well as scheduling regular safety drills to practice responses to potential fire, lock-down, lock-out, evacuation and/or shelter-in-place situations. The District communicates with local law enforcement to determine and communicate best safety practices at our sites.

California Education Code Sections 32280–32288 requires all schools to have a Comprehensive School Safety Plan which is updated annually at the District level and then also through each school's School Based Leadership Team (SBLT). The Comprehensive School Safety Plan consists of seven sections that includes the Standard Emergency Management System (SMS) procedures applied district-wide. The Comprehensive School Safety Plan also includes school site goals for School Climate/People/Programs and for the Physical Environment/Place.

Each of the eleven schools in Western Placer Unified School District has written, reviewed, updated and approved their plans through their SBLT's. The Comprehensive School Safety Plans are presented to the Board of Trustees annually for approval.

All Comprehensive School Safety Plans are online and available for viewing at:

<http://www.wpusd.k12.ca.us/Departments/Business-Services/index.html> and listed under *Comprehensive Safe School Plans 2019-20 - Board Approved February 4, 2020* for Elementary School Plans and Secondary School Plans.

**ADMINISTRATION RECOMMENDATION:**

Approval of Comprehensive School Safety Plans for each of the schools in WPUSD.

**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:**

Contract with Varsity Brands

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Scott Leaman

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Superintendent

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

The District is entering into a contract with Varsity Brands and their new school program. At no cost to the district, the company will support Twelve Bridges High School and Leaman Elementary on branding and equipment purchases.

**RECOMMENDATION:**

The administration recommends approval of the contract.



## Varsity Brands IMPACT Program

A collaboration between Twelve Bridges High School  
and Varsity Brands

As partners in education, Twelve Bridges High School and Varsity Brands recognize that the student experience reaches beyond classroom walls and that a school's climate and culture is instrumental in its educational mission. In a collaborative effort to build school pride, student engagement and community spirit, Varsity Brands welcomes Twelve Bridges High School into the *Varsity Impact Program* (VIP). As a participant in the VIP, Twelve Bridges High School will have access to valuable resources such as Identity Branding, Facility Branding and Sideline Store along with Believe in You, Varsity University and Spirit Works which are summarized below:

### **IDENTITY BRANDING (\$20,000 VALUE)**

Identity Branding will include a collaborative design of school logos and mascots. Twelve Bridges High School will receive 1 Mascot, 9 Word Marks, Brand Guide and password protected brand locker to hold the art files. VARSITY reserves the right to use branding elements, facility branding mock-ups and customer/installer photography for use in educational or promotional material in print, multimedia or web form.

*\*Leaman Elementary will also be receiving 1 mascot, 3 marks, Brand Guide and Locker- a \$7,500 value*

### **FACILITY BRANDING ENHANCER (\$12,500 VALUE)**

Facility Branding Enhancer will provide a variety of items to prominently display your brand around campus. You will receive The Facility 360 Package with your school branding to increase the sense of pride and community in your facility. VARSITY reserves the right to use branding elements, facility branding mock-ups and customer/installer photography for use in educational or promotional material in print, multimedia or web form.

#### **Facility 360 Package**

- 1 - 10' X 8' Deluxe Double-Sided Media Backdrop
- 1 - 8' Table Cloth
- 10 - 30" X 60" Single Avenue w/ Deluxe Hardware
- 3 - 5' X 6' Spirit Flag w/ Pole
- 400 Car Decals
- 1 - 10' X 10' Pop-Up Tent
- 6 - 3' X 5' Custom Rugs



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## Varsity Brands IMPACT Program

A collaboration between Twelve Bridges High School  
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### **Sideline Store (Value \$12,000)**

The Sideline Store program was created to give every school the opportunity to connect and share with fans, and to provide a no-risk source of funding for their athletic departments, clubs, and other programs. This 24/7 custom purchasing platform was built to give fans the ability to purchase customized, branded, print-on-demand apparel and accessories, while reducing the overhead required for a traditional e-commerce store for high schools, colleges, clubs and other organizations. In year 1 of this agreement, the school will be receiving 20% on all sales purchased through the sideline store.

### **Varsity University Courses (\$1,000 Value)**

Varsity University Courses are a suite of educational courses that have been researched and written by industry experts and college professors. Topics include social media usage, life skills, leadership and many more topics applicable to teachers, coaches, administrators and guidance counselors. The school will receive a course of their choice.

### **Believe In You (\$15,000 Value)**

Believe In You is a character building and motivational video series designed to educate students and staff about the incredible power of believing in yourself. Each episode stars outstanding athletes and individuals across the country sharing their journey of self-discovery. Accompanying these videos are lesson plans and discussion guides to use with your students. All resources can be found on [believeinyou.com](http://believeinyou.com).

In partnership with Kevin Atlas, the host of the Believe in You video series, we at Varsity Brands are looking to create a movement of positivity, leadership, and confidence among America's students. Kevin Atlas will be traveling to your school to meet with administration, faculty and students as well as share his personal journey of overcoming personal challenges to accomplish the extraordinary.

### **Spirit Works**

Spirit Works is a consultative program that will demonstrate how to effectively incorporate your mission statement to inspire, engage and transform your campus. Our experts will help you execute a unified Game Day and create traditions to engage students, faculty and your community. A Spirit Works consultant will come to your campus and meet with your leadership team to craft a custom school spirit plan.



## Varsity Brands IMPACT Program


A collaboration between Twelve Bridges High School  
and Varsity Brands

VIP participants realize the value of these resources at no cost when they partner with Varsity Brands' subsidiaries (BSN SPORTS, Varsity Spirit, Herff Jones and VIP Branding) for six years to be their preferred provider of graduation products, rings, athletic and physical education supplies and equipment, yearbooks, team sports and spirit team uniforms, apparel and accessories, spirit team camps, competitions and facility branding products. This document states our mutual intent to join efforts to build school pride, student engagement and community spirit at Twelve Bridges High School as an added benefit and joint resource in Sport, Spirit and Achievement. As used in this document 'preferred provider' is defined to mean that when Twelve Bridges High School is making purchase of the products listed in this section. Twelve Bridges High School will first come to Varsity Brands for the purchase of such products. If Varsity Brands is unable to fulfill, Twelve Bridges High School can utilize another vendor.

*\*This agreement will be valid for 6 years or through the first graduation of this school.*

As a measure of good faith and a commitment to the needs and timeline of Twelve Bridges High School, Varsity Brands offers said resources immediately upon signature of this agreement. This agreement must be signed within six months of its origination to be valid. Once the six month period expires, a new agreement must be requested. If Twelve Bridges High School chooses to use another vendor for the items listed above without allowing Varsity Brands first right of refusal, Varsity Brands reserves the right to invoice for all or a portion of realized products and services provided to Twelve Bridges High School.

 (initial) The IMPACT Artwork Addendum is attached and agreed to by Twelve Bridges High School.

 (initial) The IMPACT Artwork Addendum is attached and agreed to by Leaman Elementary School.

### On behalf of Twelve Bridges High School

Authorized Contact Name: Mr. Scott Leaman  
Contact Phone: 916.645.6350  
Contact Email: sleaman@wpusd.org



Signature

Date: 1/28/2020

### On behalf of Varsity Brands, LLC

Authorized Contact Name: Kristin Feavel  
Contact Phone: 805.434.3689  
Contact Email: kfeavel@varsity.com



Signature

Date: 11.8.19



## Varsity Brands IMPACT Program

A collaboration between Twelve Bridges High School  
and Varsity Brands

### VARSITY BRANDS ARTWORK ADDENDUM

1. **ARTWORK ASSIGNMENT; ENFORCEMENT RIGHTS.** Varsity Brands, LLC ("Varsity") hereby assigns and transfers to **Twelve Bridges High School** ("School/District") all right, title and interest in and to the logos, mascots and other artwork created by Varsity for School/District ("Artwork") under this Agreement, together with all corresponding goodwill, as well as Varsity's right to sue for and recover remedies against past, present, and future infringements of the Artwork. Unless specifically provided for otherwise, each party shall be responsible for its own fees, costs, and expenses accrued or incurred in connection with this assignment. School/District acknowledges and agrees that it shall be solely responsible for enforcement of its rights in and to the Artwork, regardless of when a cause of action accrued or whether Varsity or any of its Affiliates (as defined below) has any knowledge of such cause of action.
2. **DESIGNATION OF OWNERSHIP.** All final mascots created by Varsity and assigned to School/District hereunder (if any) shall be presented to School/District with a ™ designation evidencing School/District's ownership in the mascot. In the event School/District develops any state or federal trademark rights in the mascot, it is the sole responsibility of School/District to notify Varsity of such rights and request a change to the ownership designation.
3. **RIGHT TO USE ARTWORK.** In consideration of the assignment set forth above, School/District grants to Varsity and its Affiliates the non-exclusive, royalty-free, perpetual, irrevocable, transferrable, and worldwide right to use the Artwork and create derivative works thereof for any purpose and on any media, at Varsity's sole discretion. For example, but without limitation, Varsity and its Affiliates may use the Artwork to create products for the School/District, use the Artwork on its websites, in its catalogs, and otherwise share the Artwork with current and potential clients of Varsity, its Affiliates and other third parties, but may not license the Artwork to any other school, district or third party for use as its logo and/or mascot without the prior written approval of School/District. For purposes of this Assignment, "Affiliates" shall mean (i) the ultimate parent company of Varsity and any subsidiary of such ultimate parent company that owns, directly or indirectly, a majority of the equity interests of Varsity; (ii) any subsidiary of Varsity; (iii) any subsidiary of Varsity's direct or indirect parent, other than Varsity, (iv) any other entity which Varsity, directly or indirectly, has the power to control and (v) Hercules Achievement Holdings, Inc., Hercules Achievement, Inc., Herff Jones, LLC, and all of their respective subsidiaries.
4. **NO WARRANTIES; RELEASE; LIMITATION OF LIABILITY.** EXCEPT AS SPECIFICALLY PROVIDED FOR HEREIN, VARSITY MAKES NO REPRESENTATIONS OR WARRANTIES WITH RESPECT TO THE ARTWORK AND ANY AND ALL IMPLIED WARRANTIES ARE HEREBY EXPRESSLY DISCLAIMED, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, AND FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL THE TOTAL LIABILITY FOR VARSITY UNDER THIS ASSIGNMENT UNDER ANY THEORY OF LAW EXCEED \$5,000.00. SCHOOL/DISTRICT SHALL RELEASE VARSITY, ITS AFFILIATES AND THEIR EMPLOYEES, OFFICERS, DIRECTORS, CONTRACTORS AND AGENTS FROM AND AGAINST ANY AND ALL CLAIMS, ACTIONS, SUITS, COSTS, LIABILITIES, JUDGMENTS, OBLIGATIONS, LOSSES, PENALTIES, DAMAGES AND EXPENSES (INCLUDING REASONABLE LEGAL FEES AND EXPENSES) OF WHATSOEVER KIND OR NATURE (INCLUDING, BUT NOT LIMITED TO, THIRD PARTY CLAIMS) ARISING OUT OF THE ARTWORK. IN NO EVENT SHALL VARSITY HAVE ANY LIABILITY FOR ANY LOSS OF USE, INTERRUPTION OF BUSINESS, OR ANY LOST PROFITS, LOSS OF USE, COSTS OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, OR FOR ANY INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES HOWEVER CAUSED AND, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER THEORY OF LIABILITY, WHETHER OR NOT THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE. THE OBLIGATIONS UNDER THIS SECTION 4 SHALL SURVIVE IN PERPETUITY.
5. **ADDITIONAL ROYALTIES.** In the event School/District engages a third-party licensing company (e.g., Learfield, IMG) to manage the use of the Artwork, School/District agrees that Varsity and its Affiliates will not be subject to any royalties imposed by such third parties on vendors relating to brand control or use of the Artwork.

Customer Signature

Varsity Brands Signature





**Varsity Brands IMPACT Program**  
A collaboration between Twelve Bridges High School  
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**VARSITY BRANDS ARTWORK ADDENDUM**

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Customer Signature  
Varsity Brands Signature



**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:**

Governor's 2020-21 State Budget Proposals

**AGENDA ITEM AREA:**

Information

**REQUESTED BY:**

Audrey Kilpatrick   
Assistant Superintendent - Business & Operations

**ENCLOSURES:**

No

**DEPARTMENT:**

Business Services

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

**BACKGROUND:**

On January 10, 2020 Governor Newsom released his proposals for the 2020-21 State Budget. A detailed update will be provided to the Board at the meeting.

**RECOMMENDATION:**

Administration recommends the Board receive the update on the Governor's State Budget proposals for the 2020-21 budget year.

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

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<b>DISTRICT GLOBAL GOALS</b>	
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5.	Promote student health and nutrition in order to enhance readiness for learning.

**SUBJECT:**

Revised Sunshine Proposal for Negotiations Regarding the Collective Bargaining Agreement between the Western Placer Unified School District (WPUSD) and The Western Placer Teacher's Association (WPTA)

**AGENDA ITEM AREA:**

Action

**REQUESTED BY:**

Gabe Simon, Ed.D. *GS*  
Assistant Superintendent of Personnel Services

**ENCLOSURES:**

Mutual Sunshine  
Proposal for WPUSD and WPTA

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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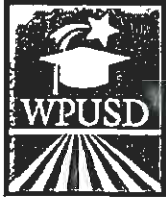
**BACKGROUND:**

Pursuant to Government Code section 3547, all proposals of the recognized employee groups and the District must be presented at a public meeting of the District. This is commonly referred to as "Sunshining" the proposals. The Western Placer Teacher's Association and the Western Placer Unified School District are both proposing negotiations under the current 2018-2021 Collective Bargaining Agreement. The District and the Western Placer Teacher's Association's mutual proposal was presented for information/discussion at the January 21, 2020 meeting. The item is now before the Board as an action item.

This is a revised mutual proposal with the addition of Article X: Assignment/Reassignment/Transfer and some parameters related to negotiating Article X.

**RECOMMENDATION:**

Administration recommends that the Board of Trustees approve the proposal.



**WESTERN PLACER  
UNIFIED SCHOOL DISTRICT**

600 Sixth Street, Suite 400, Lincoln CA 95648  
Ph: 916-645-6350

**Board of Trustees:**

Paul Long  
Brian Haley  
Paul Carras  
Kris Wyatt  
Damian Armitage

**Superintendent:** Scott Leaman

**VIA Electronic Mail**

January 14, 2020

Barret Hess, Western Placer Teachers Association (WPTA) Negotiations Chair

**Re: WPUSD and WPTA's Mutual Sunshine Proposal for Collective Bargaining  
Negotiations for the 2019-2020 School Year (Revised)**

Dear Barret,

Based on recent discussions with the Western Placer Teachers Association, the District and WPTA are revising their initial mutual proposal and mutually reopening the following articles and sections:

- Article XIII: Salaries including Appendix B adjustments
- Article XIV: Employee Benefits
- Article IX: Class Size
- **Article X: Assignment/Reassignment/Transfer: Limited to language related to assignment/reassignment/transfer criteria of special programs. Negotiations and agreements related to other sunshined articles will not be delayed by negotiations related to Article X. If there is not a tentative agreement or side letter of agreement regarding Article X by April 1, 2020, negotiations related to Article X will be tabled until the 2020-2021 school year.**

We look forward to working together with the WPTA Bargaining Team throughout the negotiations process.

Sincerely,

Gabe Simon, Ed.D.  
Assistant Superintendent of Personnel Services


Acknowledgement:

  
\_\_\_\_\_  
Gabe Simon, Ed.D., Assistant Superintendent  
of Personnel Services

1/14/20  
Date



261  
57

  
\_\_\_\_\_  
Barret Hess, WPTA Chief Negotiator

1/14/20  
Date /

CC: Scott Leaman, Superintendent (Via Email PDF)  
Audrey Kilpatrick, Assistant Superintendent of Business Services (Via Email PDF)  
Kerry Callahan, Deputy Superintendent of Educational Services (Via Email PDF)  
Tim Allen, WPTA President

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

<b>MISSION STATEMENT:</b> Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.	
<b>DISTRICT GLOBAL GOALS</b>	
<ol style="list-style-type: none"><li>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</li><li>2. Foster a safe, caring environment where individual differences are valued and respected.</li><li>3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.</li><li>4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.</li><li>5. Promote student health and nutrition in order to enhance readiness for learning.</li></ol>	

**SUBJECT:**

Additional Sunshine for Negotiations Regarding the Collective Bargaining Agreement between the Western Placer Unified School District (WPUSD) and the Western Placer Teacher's Association (WPTA)

**AGENDA ITEM AREA:**

Information/Discussion

**REQUESTED BY:**

Gabe Simon, Ed.D. *GS*  
Assistant Superintendent of Personnel Services

**ENCLOSURES:**

Additional Collective Bargaining Sunshine Proposal for WPUSD

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

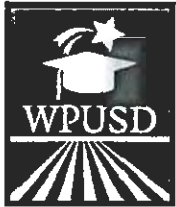
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**BACKGROUND:**

Pursuant to Government Code section 3547, all proposals of the recognized employee groups and the District must be presented at a public meeting of the District. This is commonly referred to as "Sunshining" the proposals. The Western Placer Unified School District is proposing negotiations under the current 2018-2021 Collective Bargaining Agreement with an additional sunshine proposal. In order to allow the members of the public to become informed and have an opportunity to express themselves regarding the proposal, the District's additional proposal is being presented for information/discussion.

**RECOMMENDATION:**

Administration recommends that the Board of Trustees review the District's additional sunshine proposal for negotiations. The proposal will be brought before the Board a second time at the next regularly scheduled meeting as an action item.



**WESTERN PLACER  
UNIFIED SCHOOL DISTRICT**

600 Sixth Street, Suite 400, Lincoln CA 95648  
Ph: 916-645-6350

**Board of Trustees:**

Paul Long  
Brian Haley  
Paul Carras  
Kris Wyatt  
Damian Armitage

**Superintendent:** Scott Leaman

**VIA Electronic Mail**

January 28, 2020

Tim Allen  
Western Placer Teacher's Association (WPTA) President

**Re: Western Placer Unified School District Additional Sunshine Proposal for Collective Bargaining Negotiations for the 2019-2020 School Year**

Dear Tim,

This letter serves as notice that the District desires to negotiate contract provisions that are fiscally and educationally responsible. The District wishes to provide its students with instructional programs based on a sound, realistic budget. The District would like to sunshine and reopen the following article:

- *Article VIII: Leaves (Specifically Section I: Catastrophic Leave)*

We look forward to working together with the WPTA Bargaining Team throughout the negotiations process.

Sincerely,

Gabe Simon, Ed.D.  
Assistant Superintendent of Personnel Services

CC: Scott Leaman, Superintendent (Via Email PDF)  
Audrey Kilpatrick, Assistant Superintendent of Maintenance and Operations (Via Email PDF)  
Kerry Callahan, Deputy Superintendent of Educational Services (Via Email PDF)  
Barret Hess, WPTA Negotiations Chair (Via Email PDF)



**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:**

Adoption of Revised/New  
Exhibits/Policies/Regulations

**AGENDA ITEM AREA:**

Action

**REQUESTED BY:**

Scott Leaman  
Superintendent

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Administration

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

February 4, 2020

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

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

- BP/AR 3515 – Campus Security
- BP/AR 5142 – Safety
- BP/AR 7140 – Architectural and Engineering Services

**RECOMMENDATION:**

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

**POLICY GUIDE SHEET**  
**October 2019**  
**Page 1 of 1**

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

**BP/AR 3515 - Campus Security**  
(BP/AR revised)

Policy updated to clarify that audio capability of surveillance equipment should be disabled in accordance with state law prohibiting the recording of conversations unless the parties to the conversation may reasonably expect that the communication may be overheard or recorded, and to reflect a National Institute of Justice recommendation that signage state that the district's surveillance system may or may not be actively monitored. Regulation adds section on "Locks" reflecting requirement for state-funded new construction projects, as well as certain modernization projects, to include locks that allow classroom doors to be locked from the inside. Regulation also adds strategies to increase adult presence and supervision on campus and to provide staff training in emergency response.

**BP/AR 5142 - Safety**  
(BP/AR revised)

Policy updated to add the district's responsibility to provide for the proper supervision of students during before- and after-school programs, morning drop-off at school, and afternoon pick-up and to provide for appropriate student instruction in emergency procedures. Policy adds section reflecting the requirement to print safety hotline numbers on student identification cards for students in grades 7-12, including the National Suicide Prevention Lifeline and, pursuant to **NEW LAW (SB 316)**, the National Domestic Violence Hotline. Regulation updated to add communication of school rules to students, the responsibility of individuals supervising students to remain alert for unauthorized persons, and the requirement for inspection of new playgrounds by a certified safety inspector. Regulation also updates the list of activities with safety risks in accordance with the legal definition of "hazardous recreational activity" and prohibits any such activity unless it is properly supervised, students wear protective gear as appropriate, and participants have insurance coverage. Section on "Laboratory Safety" expanded to include student instruction in safety procedures, proper handling of hazardous materials and bloodborne pathogens, and accessibility of emergency information and first aid supplies.

**BP/AR 7140 - Architectural and Engineering Services**  
(BP/AR revised)

Policy updated to clarify the district's responsibility to select a licensed architect and/or structural engineer as required by law when professional design services are used for construction or modernization of school facilities and to address the need to comply with state safety and design standards. Policy adds the general duties of the architect and/or structural engineer and the circumstances under which design specifications must be submitted to CDE and the Division of the State Architect. Regulation updates the components of the selection process to more directly reflect law and adds the district's authority, if negotiations with the most qualified firm are unsuccessful, to negotiate a contract with the second most qualified firm and then the third most qualified firm. Regulation also includes the option to award a contract to a single entity for both the design and construction of a school facility in excess of \$1 million ("design build" contract).

**CAMERAS CAMPUS SECURITY**

The Board of Trustees is committed to providing a school environment that promotes the safety of students, ~~employee~~ **staff**, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

*(cf. 4158/4258/4358 - Employee Security)*

*(cf. 5131.5 - Vandalism and Graffiti)*

*(cf. 5142 - Safety)*

The Superintendent or designee shall develop campus security procedures, which ~~are consistent with the goals and objectives of~~ **may be included in** the district's comprehensive safety plan and/or site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

*(cf. 0450 - Comprehensive Safety Plan)*

**Surveillance Systems**

~~The Board believes that reasonable use of surveillance cameras will help the district achieve its goals for campus security. The systems are not designed nor intended to protect individuals from being victims of violent or property crimes, nor to detect or prevent other potentially illegal or undesirable activities. They are however a tool to be used responsibly to assist the District in minimizing these events.~~

In consultation with the district's safety planning committee, ~~and~~ **other relevant stakeholders, and** staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

*(cf. 5131.1 - Bus Conduct)*

*(cf. 5145.12 - Search and Seizure)*

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous **and targeted** locations ~~at affected~~ **around** school buildings and grounds. These signs shall ~~inform students, staff, and visitors that surveillance may occur and shall state whether the district's system is actively monitored by school personnel~~ **state that the facility uses video surveillance equipment for security purposes and that the equipment may or may not be actively monitored at any time.** The Superintendent or designee shall also provide prior written notice to students, staff, and parents/guardians about the district's surveillance system, including the locations where surveillance may occur, ~~explaining~~ **and** that the recordings may be used in disciplinary proceedings, ~~and/or that matters captured by the camera may be referred to local law enforcement, as appropriate.~~

## **CAMERAS CAMPUS SECURITY (continued)**

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

*(cf. 4112.6/4212.6/4312.6 - Personnel Files)*

*(cf. 5125 - Student Records)*

*(cf. 5125.1 - Release of Directory Information)*

### *Legal Reference:*

#### EDUCATION CODE

**17070.10-17079.30 Leroy F. Greene School Facilities Act, especially:**

**17075.50 Classroom security locks, new construction projects**

**17583 Classroom security locks, modernization projects**

32020 Access gates

32211 Threatened disruption or interference with classes

32280-~~32288~~ **32289 School safety plans**

35160 Authority of governing boards

35160.1 Broad authority of school districts

38000-38005 Security ~~patrols~~ **departments**

49050-49051 Searches by school employees

49060-49079 Student records

#### PENAL CODE

469 Unauthorized making, duplicating or possession of key to public building

~~626-626.10~~ **626.11 Disruption of schools**

#### CALIFORNIA CODE OF REGULATIONS, TITLE 24

**1010.1.9 Door operations**

**1010.1.11 Lockable doors from the inside**

#### CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

#### UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

#### CODE OF FEDERAL REGULATIONS, TITLE 34

**99.3 Definition of education records**

#### COURT DECISIONS

**Brannum v. Overton County School Board (2008) 516 F. 3d 489**

**New Jersey v. T.L.O. (1985) 469 U.S. 325**

#### ATTORNEY GENERAL OPINIONS

83 **Ops.Cal.Atty.Gen. 257 (2000)**

75 **Ops.Cal.Atty.Gen. 155 (1992)**

*Management Resources: (see next page)*

## **CAMERAS CAMPUS SECURITY (continued)**

### *Management Resources:*

#### CSBA PUBLICATIONS

*Protecting Our Schools: Board of Trustee Strategies to Combat School Violence, 1999*

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Safe Schools: A Planning Guide for Action, 2002*

#### NATIONAL INSTITUTE OF JUSTICE PUBLICATIONS

*The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies, , 1999 rev. 2005*

#### U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

*FAQs on Photos and Videos under FERPA*

#### WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lss>

National Institute of Justice: <http://www.ojp.usdoj.gov/nij>

National School Safety Center: <http://www.schoolsafety.us>

U.S. Department of Education, Protecting Student Privacy: <https://studentprivacy.ed.gov>

Regulation

approved: October 21, 2008

revised: May 4, 2010

revised: February 4, 2020

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**

Lincoln, California

**CAMPUS SECURITY**

The Superintendent or designee shall ~~ensure that the district's~~ **develop** a campus security plan **which contributes to a positive school climate, fosters social and emotional learning and student well-being, and** includes strategies to:

1. Secure the campus perimeter and school facilities in order to prevent criminal activity.

These strategies shall include a risk management analysis of each campus' security system, lighting system, and fencing. Procedures to ensure unobstructed views and eliminate blind spots caused by doorways and landscaping shall also be considered. In addition, parking lot design may be studied, including methods to discourage through traffic.

2. Secure buildings **and interior spaces** from outsiders and discourage trespassing.

These strategies may include **installing locks**, requiring visitor registration, ~~requiring~~ **providing** staff and student identification tags, and patrolling ~~of~~ places used for congregating and loitering.

*(cf. 1250 - Visitors/Outsiders)*

*(cf. 3515.2 - Disruptions)*

*(cf. 5112.5 - Open/Closed Campus)*

3. Discourage vandalism and graffiti.

These strategies may include plans to immediately cover graffiti ~~as well as~~ **and implement** campus beautification projects ~~and shall also include students and the community in these projects.~~

*(cf. 3515.4 - Recovery for Property Loss or Damage)*

*(cf. 5131.5 - Vandalism, Theft and Graffiti)*

*(cf. 5137 - Positive School Climate)*

*(cf. 6142.4 - Service Learning/Community Service Classes)*

4. Control access to keys and other school inventory.

*(cf. 3440 - Inventories)*

5. Detect and intervene with school crime.

These strategies may include ~~the creation of~~ **creating** a school watch program, **increasing adult presence and supervision**, **establishing** an anonymous crime reporting system, ~~analysis of~~ **analyzing** school crime incidents, and ~~collaboration~~ **collaborating** with local law enforcement agencies, including providing for law enforcement presence.

*(cf. 3515.3 - District Police/Security Department)*

## **CAMPUS SECURITY (continued)**

*(cf. 3515.7 - Firearms on School Grounds)*  
*(cf. 3516.2 - Bomb Threats)*  
*(cf. 5116.1 - Intradistrict Open Enrollment)*  
*(cf. 5116.2 - Involuntary Student Transfers)*  
*(cf. 5131.2 - Bullying)*  
*(cf. 5131.7 - Weapons and Dangerous Instruments)*  
*(cf. 5141.52 - Suicide Prevention)*  
*(cf. 5138 - Conflict Resolution/Peer Mediation)*  
*(cf. 5145.9 - Hate-Motivated Behavior)*  
*(cf. 6164.2 - Guidance/Counseling Services)*

All staff shall receive training in building and grounds security procedures **and emergency response**.

*(cf. 4131 - Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 4331 - Staff Development)*

## **Locks**

**All state-funded new construction and modernization projects shall include locks that allow doors to classrooms and any room with an occupancy of five or more persons to be locked from the inside. Student restrooms and doors that lock from the outside at all times are not required to have locks that can be locked from the inside. (Education Code 17075.50, 17583; 24 CCR 1010.1.9, 1010.1.11)**

## **Keys**

All keys used in a school shall be the responsibility of the principal or designee. Keys shall be issued only to ~~those~~ **authorized** employees who regularly need a key in order to carry out ~~normal activities of their position~~ **their job responsibilities**.

The principal or designee create a key control system with a record of each key assigned and room(s) or building(s) which the key opens.

~~Keys shall be used only by authorized employees and shall never be loaned to students, parents/guardians, or volunteers, nor shall the~~ The master key ~~shall not ever~~ be loaned.

~~The~~ **Any** person issued a key shall be responsible for its safekeeping. The duplication of school keys is prohibited. If a key is lost, the person responsible shall immediately report the loss to the principal or designee and shall pay for a replacement key.

Regulation  
approved: October 21, 2008  
revised: February 4, 2020

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**  
Lincoln, California



**SAFETY**

The Board of Trustees recognizes the importance of providing a safe school environment that is conducive to learning and ~~helps ensure~~ **promotes student safety and well-being,** ~~and the prevention of student injury. The Superintendent or designee shall implement a~~Appropriate ~~practices~~ **measures shall be implemented** to minimize the risk of harm to students, including, but not limited to, ~~practices relative to~~ **protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, the outdoor environment,** ~~and guiding student participation in educational programs and school-sponsored activities.~~

*(cf. 0450 - Comprehensive Safety Plan)*  
*(cf. 3320 - Claims and Actions Against the District)*  
*(cf. 3514 - Environmental Safety)*  
*(cf. 3514.1 - Hazardous Substances)*  
*(cf. 3514.2 - Integrated Pest Management)*  
*(cf. 3515 - Campus Security)*  
*(cf. 3515.21 - Unmanned Aircraft Systems (Drones))*  
*(cf. 3516 - Emergencies and Disaster Preparedness Plan)*  
*(cf. 3530 - Risk Management/Insurance)*  
*(cf. 3542 - School Bus Drivers)*  
*(cf. 3543 - Transportation Safety and Emergencies)*  
*(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)*  
*(cf. 4119.43/4219.43/4319.43 - Universal Precautions)*  
*(cf. 5131 - Conduct)*  
*(cf. 5131.1 - Bus Conduct)*  
*(cf. 5141 - Health Care and Emergencies)*  
*(cf. 5141.22 - Infectious Diseases)*  
*(cf. 5142.1 - Identification and Reporting of Missing Children)*  
*(cf. 5143 - Insurance)*  
~~*(cf. 5144 - Discipline)*~~  
~~*(cf. 5144.1 - Suspension and Expulsion/Due Process)*~~  
*(cf. 6145.2 - Athletic Competition)*  
*(cf. 6161.3 - Toxic Art Supplies)*  
*(cf. 6163.2 - Animals at School)*  
*(cf. 7111 - Evaluating Existing Buildings)*

~~Staff~~**School staff** shall be responsible for the proper supervision of students **at all times when students are subject to district rules, including, but not limited to,** during school hours, ~~during~~ school-sponsored activities, **before and after-school programs, morning drop-off and afternoon pick-up,** and while students are using district transportation ~~to and from school.~~

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety **and emergency procedures,** as well as injury and disease prevention.

*(cf. 5141.7 - Sun Safety)*  
*(cf. 6142.8 - Comprehensive Health Education)*

**SAFETY** (continued)

**Crossing Guards/Student Safety Patrol**

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

*(cf. 5142.2 - Safe Routes to School Program)*

**Student Identification Cards and Safety Information**

Student identification cards of students in grades 7-12 shall have printed on them safety information, including the following: (Education Code 215.5, 217)

1. The National Suicide Prevention Lifeline telephone number and, at the district's discretion, the Crisis Text Line and/or a local suicide prevention hotline telephone number

*(cf. 5141.52 - Suicide Prevention)*

2. The National Domestic Violence Hotline

*(cf. 5141.4 - Child Abuse Prevention and Reporting)*

*Legal Reference: (see next page)*

## **SAFETY (continued)**

### *Legal Reference:*

#### EDUCATION CODE

8482-8484.6 After School Education and Safety Program  
 17280-17317 Building approvals (Field Act)  
 17365-17374 Fitness of school facilities for occupancy  
 32001 Fire alarms and drills  
 32020 School gates; entrances for emergency vehicles  
 32030-32034 Eye safety  
 32040 First aid equipment  
 32225-32226 Two-way communication devices in classrooms  
 32240-32245 Lead-free schools  
 32250-32254 CDE school safety and security resources unit  
 32280-32289 Safety plans  
 44807 Duty of teachers concerning conduct of students  
 44808 Exemption from liability when students are not on school property  
 44808.5 Permission for students to leave school grounds; notice (high school)  
 45450-45451 Crossing guards  
 49300-49307 School safety patrol  
 49330-49335 Injurious objects  
 49341 Hazardous materials in school science laboratories  
 51202 Instruction in personal and public health and safety

#### GOVERNMENT CODE

810-996.6 California Tort Claims Act

#### HEALTH AND SAFETY CODE

115725-115750 Playground safety  
 115775-115800 Wooden playground equipment  
~~115810-115816 Playground safety and recycling grants~~  
**116046 Issuance of best practices guidelines for K-12 pool safety**

#### PENAL CODE

245.6 Hazing

#### PUBLIC RESOURCES CODE

5411 Purchase of equipment usable by ~~physically disabled~~ persons **with disabilities**

#### VEHICLE CODE

21100 Rules and regulations; crossing guards  
**21201 Rules for operation of bicycle on roadway**  
 21212 Use of helmets  
 42200 Fines and forfeitures, disposition by cities  
 42201 Fines and forfeitures, disposition by counties

#### CODE OF REGULATIONS, TITLE 5

202 Exclusion of students with a contagious disease  
 570-576 School safety patrols  
 5531 Supervision of social activities  
 5552 Playground supervision  
 5570 When school shall be open and teachers present  
**14030 Standards for development of plans for the design and construction of school facilities**  
 14103 Bus driver; authority over pupils

Legal Reference continued: (see next page)

BP 5142(d)

## **SAFETY (continued)**

### *Legal Reference: (continued)*

#### CODE OF REGULATIONS, TITLE 22

*65700-65750 Safety regulations for playgrounds; definitions and general standards*

#### COURT DECISIONS

*J.H. v. Los Angeles Unified School District, (2010) 183 Cal.App.4th 123*

*Lane v. City of Sacramento, (2010) 183 Cal. App. 4th. 1337*

*Wiener v. Southcoast Childcare Centers, (2004) 32 Cal.4th 1138*

*Kahn v. East Side Union High School District, (2003) 31 Cal.4th 990*

*Knight v. Jewett, (1992) 3 Cal.4th 296, 313*

*Hoyem v. Manhattan Beach City School District, (1978) 22 Cal. 3d 508*

*Dailey v. Los Angeles Unified School District, (1970) 2 Cal 3d 741*

### *Management Resources:*

#### AMERICAN SOCIETY FOR TESTING AND MATERIALS

*F 1487-05, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use, 2005 2017*

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Science Safety Handbook for California Public Schools, 2014*

#### U.S. CONSUMER PRODUCT SAFETY COMMISSION PUBLICATIONS

*Handbook for Public Playground Safety Pub. No. 325, 1994, rev. 1997 Handbook, 2010*

#### WEB SITES

*American Society for Testing and Materials: <http://www.astm.org>*

*California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lss/>*

*California Department of Health Services: <http://www.dhs.ca.gov>*

*Centers for Disease Control and Prevention: <http://www.cdc.gov>*

*Environmental Protection Agency: <http://www.epa.gov>*

*U.S. Consumer Product Safety Commission: <http://www.cpsc.gov>*

*U.S. Department of Education, Safe Schools: <http://www.ed.gov/about/offices/list/osep/gtss.html>*

Policy  
adopted: September 4, 2007  
revised: February 4, 2020

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**  
Lincoln, California

**SAFETY**

Each principal or designee shall establish ~~school emergency procedures, rules for student conduct, and~~ rules for the safe and appropriate use of school facilities, equipment, and materials, ~~and for student conduct~~ consistent with law, Board policy, and administrative regulation. **The rules shall be communicated to students.** ~~Copies of the rules shall be distributed to parents/guardians, and shall be readily available at the school at all times.~~

*(cf. 0450 - Comprehensive Safety Plan)*

*(cf. 5131 - Conduct)*

*(cf. 5144 - Discipline)*

**Release of Student to Adult**

Students shall be released during the school day to the custody of an adult only ~~if~~ **who is one of the following:**

1. ~~The adult is the~~ **The student's custodial parent/guardian with custody.**

*(cf. 5021 - Noncustodial Parents)*

2. ~~The An adult has been~~ authorized on the student's emergency card as someone to whom the student may be released when the **custodial** parent/guardian cannot be reached, **and provided** the principal or designee verifies the adult's identity.

*(cf. 3516 - Emergencies and Disaster Preparedness Plan)*

3. ~~The adult is an~~ **An properly** authorized law officer acting in accordance with law.

*(cf. 5141.4 - Child Abuse Prevention and Reporting)*

*(cf. 5145.11 - Questioning and Apprehension)*

*(cf. 5145.13 - Response to Immigration Enforcement)*

4. ~~The An adult is taking~~ the student to emergency medical care at the request of the principal or designee.

*(cf. 5141 - Health Care and Emergencies)*

**Supervision of Students**

Teachers shall be present at their respective rooms and shall open them to admit students not less than 30 minutes before the time ~~when that~~ school starts. (5 CCR 5570)

Every teacher shall hold students to a ~~strict account~~ **accountable** for their conduct on the way to and from school, on the playgrounds, and during recess. (Education Code 44807)

**The principal or designee shall require all individuals supervising students to remain alert in spotting for unauthorized persons and dangerous conditions, promptly report**

**SAFETY** (continued)

~~any such conditions~~ **observations to the principal or designee, and file a written report on such conditions as appropriate.**

*(cf. 1250 - Visitors/Outsiders)*

*(cf. 3530 - Risk Management/Insurance)*

**In arranging for appropriate supervision on playgrounds, the principal or designee shall:**

~~Where playground supervision is not otherwise provided, the principal shall provide for certificated employees to supervise the conduct and safety, and direct the play, of students who are on school grounds before and after school and during recess and other intermissions. (5 CCR 5552)~~

~~The principal or designee shall:~~

1. ~~Clearly identify supervision zones on the playground and require that all individuals supervising students remain outside at a location from which they can observe their entire zone of supervision~~
2. ~~Require that all supervisors remain alert in spotting dangerous conditions, promptly report any such conditions to the principal or designee, and file a written report on such conditions as appropriate~~ **Consider the size of the playground area, the number of areas that are not immediately visible, and the age of the students to determine the ratio of playground supervisors to students**
3. ~~Establish emergency procedures that ensure swift response to accidents, fighting, and situations that could become dangerous, such as unusual gatherings of students~~

**At any school where playground supervision is not otherwise provided, the principal or designee shall provide for certificated employees to supervise the conduct and safety, and direct the play, of students who are on school grounds before and after school and during recess and other intermissions. (5 CCR 5552)**

~~When determining the ratio of playground supervisors to students, the Superintendent or designee shall consider the size of the playground area, the number of areas that are not immediately visible, and the age of the students.~~

The Superintendent or designee shall ensure that teachers, teacher aides, ~~yard aides, and playground supervisors, yard aides and~~ volunteers who supervise students receive training in safety practices and in supervisory techniques that will help ~~them to forestall~~ **prevent** problems and resolve conflicts **among students**. Such training shall be documented and kept on file.



**SAFETY (continued)**

*(cf. 1240 - Volunteer Assistance)*  
*(cf. 3515.2 - Disruptions)*  
*(cf. 4131 - Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 5131.4 - Student Disturbances)*  
*(cf. 5138 - Conflict Resolution/Peer Mediation)*

**Playground Safety**

**Any new playground or any replacement of equipment or modification of components inside an existing playground shall conform to standards set forth by the American Society for Testing and Materials and the guidelines set forth by the U.S. Consumer Product Safety Commission. The Superintendent or designee shall have a playground safety inspector certified by the National Playground Safety Institute conduct an initial inspection to aid compliance with applicable safety standards. (Health and Safety Code 115725)**

~~The Superintendent or designee shall ensure that playground design, installation, inspection, maintenance, and supervision comply with the safety standards in 22 CCR 65700-65750 as state funding is available and within the timelines required by law. (Health and Safety Code 115730)~~

~~New playground equipment shall be either: (22 CCR 65730)~~

- ~~1. Assembled and installed by or under the direct supervision of an individual authorized by the manufacturer~~
- ~~2. Inspected by a certified playground safety inspector prior to its first use~~

~~The Superintendent or designee shall ensure that district personnel have read and understood the requirements in 22 CCR 65700-65750 before participating in the design, installation, or maintenance of a playground. (22 CCR 65740)~~

**Activities with Safety Risks**

~~Because of~~ **Due to** concerns about the risk to student safety, the principal or designee shall not permit the following activities on campus or during school-sponsored events unless the activity is properly supervised, students wear protective gear as appropriate, and each participant has insurance coverage:

1. Trampolining
2. Scuba diving

**SAFETY (continued)**

3. Skateboarding or use of scooters
4. In-line or roller skating
5. Sailing, boating, or water skiing
6. ~~Snow trips~~ **Cross-country or downhill skiing**
7. Motorcycling
8. Target shooting
9. Horseback riding
10. Rodeo
11. **Archery**
12. **Mountain bicycling**
13. **Rock climbing**
14. **Rocketeering**
15. **Surfing**
- 11-16. Other activities determined by the principal to have a high risk to student safety

*(cf. 5143 - Insurance)*

*(cf. 6145 - Extracurricular and Cocurricular Activities)*

*(cf. 6153 - School-Sponsored Trips)*

~~The cost of insurance coverage for such activities shall be borne by the student and/or student body consistent with law and Board policy.~~

~~*(cf. 5143 - Insurance)*~~

Students who operate or ride as a passenger on a bicycle, nonmotorized scooter, or skateboard, or wear in-line or roller skates upon a street, bikeway, or any other public bicycle path or trail shall wear a properly fitted and fastened bicycle helmet ~~that meets the standards of law.~~ Students also shall be required to wear such helmets while wearing in-line or roller skates. ~~(Vehicle Code 21212)~~

**SAFETY (continued)**

**Laboratory Safety**

The principal of each school offering laboratory work shall develop procedures for laboratory safety and designate a trained certificated employee to implement and regularly review these procedures.

**Students in a laboratory shall be under the supervision of a certificated employee. Students shall be taught laboratory safety, and safety guidelines and procedures shall be posted in science classrooms. Students shall receive continual reminders about general and specific hazards.**

**Hazardous materials shall be properly used, stored, and disposed of in accordance with law and the district's chemical hygiene plan.**

*(cf. 3514.1 - Hazardous Substances)*

**Bloodborne pathogens shall be handled in accordance with the district's exposure control plan.**

*(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)*  
*(cf. 5141.22 - Infectious Diseases)*

**The district's emergency plan, emergency contact numbers, and first aid supplies shall be readily accessible.**

**Parents/guardians shall be made aware of the kinds of laboratory activities that will be conducted during the school year.**

**Hearing Protection**

The Superintendent or designee shall monitor students' exposure to excessive noise in classrooms and provide protection as necessary. The Superintendent or designee ~~also may~~ **also** provide hearing conservation education to teach students ways to protect their hearing.

**Eye Safety Devices**

The Superintendent or designee shall provide schools with eye safety devices for use whenever students, teachers, or visitors are engaged in or observing an activity or using hazardous substances likely to cause injury to the eyes. Eye safety devices may be sold to students for an amount not to exceed their actual cost to the district. (Education Code 32030, 32031, 32033)

*(cf. 3260 - Fees and Charges)*

**ARCHITECTURAL AND ENGINEERING SERVICES**

~~In order to ensure safe construction and protect the investment of public funds, the Governing Board requires that~~ **The Governing Board of Trustees desires to provide school facilities that support the educational program and meet all applicable safety and design standards. When required by law, the Board shall employ or contract with a licensed and certified architect and/or structural engineer** ~~be employed to design and supervise the construction of district schools and other facilities.~~

*(cf. 7110 - Facilities Master Plan)*

**The architect and/or structural engineer shall be responsible for preparing all construction plans, specifications, and estimates and for the observation of the work of construction. (Education Code 17302)**

**To ensure compliance with state design and safety standards, preliminary and final plans for any state-funded school facility project, including Board-approved educational specifications for school design when necessary, shall be submitted to the California Department of Education and the Department of General Services, Division of the State Architect. (Education Code 17267; 5 CCR 14030-14032)**

The Superintendent or designee shall devise a competitive process for the selection of architects, ~~and~~ structural engineers, ~~and other design professionals~~ that is based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. For each project, ~~he/she~~ **the Superintendent or designee** shall recommend ~~specific~~ architectural and engineering firms to the Board **for approval**. The Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence. The Board need not select the lowest responsible bidder.

*(cf. 3311 - Bids)*

*(cf. 3311.3 - Design-Build Contracts)*

*Legal Reference: (see next page)*

## ARCHITECTURAL AND ENGINEERING SERVICES (continued)

### *Legal Reference:*

#### EDUCATION CODE

*17070.10-17079.30 Leroy F. Greene School Facilities Act, especially:*

*17070.50 Conditions for apportionment*

*17250.10-17250.55 Design-build contracts*

*17251 School construction; duties of the California Department of Education*

*17262-17268 School construction plans*

*17280-17316 Approvals, especially:*

*17302 Persons qualified to prepare plans, specifications and estimates and supervise construction*

*17316 Contract provision re school district property*

*17371 Limitation on liability of governing board*

#### BUSINESS AND PROFESSIONS CODE

*5500-5502 Architecture*

*5550-5558 Architects, licensure*

*6700-6706.3 Engineers*

*6750-6766 Engineers, licensure*

#### GOVERNMENT CODE

*4525-4529.5 Contracts with private architects, engineering, land surveying, and construction project management firms*

*14837 Definition of small business*

*87100 Public officials; financial interest*

#### PUBLIC CONTRACT CODE

*20111 School district contracts*

#### CODE OF REGULATIONS, TITLE 5

*14001 Minimum standards for school facilities*

*14030-14036 Standards, planning, and approval of school facilities*

#### CODE OF REGULATIONS, TITLE 24

*101 et seq. California Building Standards Code*

#### CALIFORNIA CONSTITUTION

*Article 22 Architectural and engineering services*

### *Management Resources:*

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Plan Submission Requirements for Modernization Projects, Form SFPD 4.08*

*Plan Submission Requirements for New Construction, Form SFPD 4.07*

#### OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

*School Facility Program Handbook, January 2019*

#### WEB SITES

*American Institute of Architects California Council: <https://aiacalifornia.org>*

*California Department of Education, Facilities: <http://www.cde.ca.gov/lr/fa>*

*Department of General Services, Division of the State Architect: <https://www.dgs.ca.gov/DSA>*

*Department of General Services, Office of Public School Construction: <https://www.dgs.ca.gov/OPSC>*

**ARCHITECTURAL AND ENGINEERING SERVICES**

~~The Board of Trustees shall engage the services of a licensed architect(s) holding a valid certificate or engineer(s) holding a valid certificate for the preparation of plans, specifications or estimates for any construction project, through a signed contract. (Education Code 17302)~~

~~(cf. 3312—Contracts)~~

Contractors for any architectural, landscape architectural, engineering, environmental, land surveying or construction project management services shall be selected, at fair and reasonable prices, on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required. (Government Code 4526)

The Superintendent or designee shall ensure that the selection process for projects receiving state funding: (Government Code 4526)

1. ~~Ensures that projects entail~~ **Assures** maximum participation by small business firms as defined pursuant to Government Code 14837
2. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration
3. Prohibits district employees from participating in the selection process when they have a relationship with a person or business entity seeking a contract which would subject the employee to the prohibition of Government Code 87100

~~(cf. 9270 - Conflict of Interest)~~

The selection process may also include: (Government Code 4527)

1. ~~Detailed evaluations~~ **Evaluation** of current statements of ~~prospective contractors'~~ qualifications and performance data **on file with the district and evaluation of statements that may be submitted by other firms regarding the proposed project**
2. Discussion with at least three firms **regarding anticipated concepts and the relative utility** of alternative approaches for furnishing the **required** services ~~with at least three firms~~
3. Selection, in order of preference, of at least three firms deemed to be the most highly qualified to provide the required services in accordance with established **district** criteria ~~and recommended in order of preference~~



**ARCHITECTURAL AND ENGINEERING SERVICES (continued)**

**The district shall negotiate a contract with the best qualified firm at compensation determined by the district to be fair and reasonable. If the district is unable to negotiate a contract with the most qualified firm, the district shall negotiate a contract with the second most qualified firm and, if unsuccessful, with the third most qualified firm. If the district is unable to negotiate a satisfactory contract with any of the selected firms, the district shall select additional firms in order of their competence and qualification and continue negotiations until an agreement is reached. (Government Code 4528)**

**The above procedures shall not apply if the Superintendent or designee determines that the services needed are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest. (Government Code 4529)**

*(cf. 3311 - Bids)*

**Contracts shall specify that all plans, including, but not limited to, record drawings, specifications, and estimates prepared by the ~~contractor~~ architect or structural engineer shall become the property of the district. The contract shall also specify terms and conditions for reuse within the district of any plans prepared by the architect or structural engineer. (Education Code 17316)**

**A contract may be awarded to a single entity for both design and construction of any school facility in excess of \$1,000,000 in accordance with AR 3311.3 - Design-Build Contracts. (Education Code 17250.20)**

*(cf. 3311.3 - Design-Build Contracts)*