

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

MEMBERS OF THE GOVERNING BOARD

Karen Roberts, President
Paul Long, Vice President
Marcia Harris, Clerk
Earl Mentze, Member
Nels V. Tahti, Member

ADMINISTRATIVE/MANAGEMENT PERSONNEL

Roger R. Yohe, District Superintendent
 Jay M. Stewart, Assistant Superintendent, Business Services
 Scott Leaman, Assistant Superintendent, Educational Services
 Bob Noyes, Director, Human Services,
 Linda Pezanoski, Principal, Sheridan Charter School
 John Bliss, Principal, Carlin C. Coppin Elementary School
 Ken Gammelgard , Principal, Creekside Oaks Charter Elementary School
 Susan Taxara, Vice Principal, Creekside Oaks Charter Elementary School
 Ruben Ayala, Principal, First Street School/District Bilingual Coordinator
 Mary Boyle, Principal, Glen Edwards Middle School
 Mike Doherty, Assistant Principal, Glen Edwards Middle School
 David Butler, Principal, Lincoln High School
 Janice Smith, Assistant Principal, Lincoln High School, Principal, LHSN
 Stacy Brown, Vice Principal, Lincoln High School/Glen Edwards Middle School
 John Wyatt, Principal, Phoenix High School, Adult Ed.
 Tracy Murphy, Director, Special Education
 Trudy Wilson, Director, Business Services
 Frank Nichols, Director of Maintenance and Facilities
 Bob Nelson, Transportation Coordinator
 Jeff Dardis, Food Service Director
 Chuck Youtsey, Technology Coordinator

STUDENT ENROLLMENT

<u>School</u>	<u>12/6/02</u>	<u>1/3/03</u>
Sheridan Charter School (K-8)	146	146
Sheridan School Independent Study (SSIS)	32	30
First Street School	562	559
Carlin C. Coppin Elementary (K-5)	510	502
Creekside Oaks Elementary (K-5)	664	661
Glen Edwards Middle (6-8)	889	890
Lincoln High School/Lincoln North	950	946
Phoenix High School	47	53
PCOE Home School	10	10
TOTAL:	3810	3797
<u>Phoenix Infant/Toddler Center</u>	24	
<u>Preschool/Head Start</u>		
First & J Streets	22	
Sheridan Program	22	
Carlin Coppin Program	22	
<u>Adult School</u>		
Citizenship/ESL	120	
Evening Classes		
Adult Ed. Child Care	45	

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.*

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES**

February 4, 2003, 7:00 P.M.
LINCOLN HIGH SCHOOL – Library
790 "J" STREET, LINCOLN, CA

2002-2003 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.

AGENDA

5:30 P.M. OPEN SESSION - Administrative Conference Room – D.O.

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

5:35 P.M. CLOSED SESSION - Administrative Conference Room – D.O.

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

- a. Student Discipline/Expulsion Pursuant To E.C. 48918
 Student # 01/02 (F) Re-Entry Hearing
- b. Student Discipline/Expulsion Pursuant To E.C. 48918
 Student # 01/02 (R) Re-Entry Hearing
- c. Student Discipline/Expulsion Pursuant To E.C. 48918
 Student # 02/03 (G)
- d. Student Discipline/Expulsion Pursuant To E.C. 48918
 Student # 02/03 (H)
- e. Student Discipline/Expulsion Pursuant To E.C. 48918
 Student # 02/03 (I)
- f. Student Discipline/Expulsion Pursuant To E.C. 48918
 Student # 02/03 (J)
- g. Student Discipline/Expulsion Pursuant To E.C. 48918
 Student # 02/03 (K)

2. STUDENT PRIVATE PLACEMENT

- Pursuant to Board Policy 6159.2

3. ADJOURN TO OPEN SESSION

7:00 P.M. OPEN SESSION - Library - LHS

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

- 2. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY**
 - The Board of Trustees will disclose any action taken in Closed Session regarding the following items:
 - 2.1 STUDENT DISCIPLINE/EXPULSION PURSUANT TO E.C. 48918**
 - a. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 01/02 (F) Re-Entry Hearing
 - b. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 01/02 (R) Re-Entry Hearing
 - c. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (G)
 - d. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (H)
 - e. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (I)
 - f. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (J)
 - g. Student Discipline/Expulsion Pursuant To E.C. 48918
Student # 02/03 (K)

 - 2.2 STUDENT PRIVATE PLACEMENT**
 - Pursuant to Board Policy 6159.2

- 3. ADJOURNMENT OF REGULAR SESSION TO WESTERN PLACER
UNIFIED SCHOOL DISTRICT FINANCING CORPORATION BOARD
OF DIRECTORS' MEETING**

**WESTERN PLACER UNIFIED SCHOOL DISTRICT FINANCING
CORPORATION BOARD OF DIRECTORS' MEETING (continued)**

**3.1 REPORT/PRESENTATION ON MERCY HOUSING PROJECT –
NILDA VALMORES, ASSOCIATE REGIONAL DIRECTOR,
COMMUNITY DEVELOPMENT DEPARTMENT, MERCY
HOUSING CALIFORNIA**

•Nilda Valmores, Associate Regional Director, Community Development Department, Mercy Housing California will be in attendance to speak to the Board of Directors regarding the proposed grant with Mercy Housing for the Zebra Homebuilding Project.

**3.2 APPROVAL OF CDBG GRANT WITH MERCY HOUSING FOR
ZEBRA HOMEBUILDING PROJECT - Yohe(02/03 G &O, Components V)**

•A Community Development Block Grant (CDBG) provides funds for Public Works Projects, home construction costs, or monies for first time home buyers' down payments. The application deadline for the grant is February 14, 2003. Grant funds are being requested from CDBG for the Zebra Homebuilding Project on three lots located on "N" Street.

**3.3 APPROVAL OF OCTOBER 1, 2002 FINANCING CORPORATION
BOARD OF DIRECTOR'S MEETING MINUTES**

•The Board of Directors will consider approval of the October 1, 2002 Board of Director's meeting.

3.4 OTHER

**3.5 ADJOURNMENT OF FINANCING CORPORATION BOARD OF
DIRECTORS' MEETING TO THE REGULAR MEETING OF THE
DISTRICT BOARD OF TRUSTEES**

4. SPECIAL ORDER OF BUSINESS

5. 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 Approval of Minutes
 - a. Regular Meetings of January 7, 2003, January 21, 2003
- 5.2 Approval of Warrants
- 5.3 Ratification of Personnel Items - None

- 5.4 Report of Disclosure Requirements for Quarterly Reports of Investments
- 5.5 Ratify the Proposal from Morton & Pitalo, Inc. for Topographical Survey Services for the Foscett Ranch Elementary School and Park Site
- 5.6 Ratify the Proposal from Warren Consulting Engineers, Inc. for Civil Engineering Services for Mass Grading Design of the Foscett Ranch Elementary School and Park Site
- 5.7 Approval of Resolution #02/03.19 of Intention to Annex Territory to Community Facility District No. 1 and to Levy a Special Tax to pay for Certain Public Facilities

6. COMMUNICATION FROM THE PUBLIC

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

7. REPORTS & COMMUNICATION

- 7.1 Student Advisory – Heather Wellendorf, Lincoln High School
- 7.2 Western Placer Teacher's Association – Mike Agrippino
- 7.3 Western Placer Classified Employee Association – Nancy Griffin
- 7.4 Superintendent
- 7.5 Assistant Superintendent(s)
 - 7.5.1 Jay M. Stewart
 - a. Facilities Update
 - 7.5.2 Scott Leaman
 - a. Program Focus Area: Curricular Report for 2002-03
 - 7.5.3 Bob Noyes, Personnel Director
 - a. Update on 2002/03 Personnel

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

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

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

- 8.1 (D/A) **APPROVE THE DEVELOPER AGREEMENT BETWEEN THE WESTERN PLACER UNIFIED SCHOOL DISTRICT AND THE BEAZER HOMES HOLDING CORP – Stewart**
(02/03 G &O, Components I – V)
•This developer agreement authorizes the District to annex 129 lots from within the Three D specific Development Plan. It is anticipated that 129 homes will yield approximately 40 K-5 students, 19 6-8 students, and 21 9-12 students.
- 8.2 (D/I) **REVIEW OF THE DRAFT INITIAL STUDY/MITIGATED NEGATIVE DECLARATION THAT ANALYZES POTENTIAL ENVIRONMENTAL IMPACTS ASSOCIATED WITH THE FOSKETT RANCH ELEMENTARY SCHOOL– Stewart**
(02/03 G &O, Components I – V)
The draft initial Study/Mitigated Negative Declaration is being presented for review and discussion. There is a public hearing scheduled for this study on February 18, 2003
- 8.3 (A) **SUPPORT OF MARCH 2003 AS ARTS EDUCATION MONTH – PROCLAMATION - Leaman**
(02/03 G &O, Components II)
•The Board is requested to support the State Board of Education's proclamation of March 2003 as Arts Education Month. Our district and Board should be proud of the establishment of arts as a core subject in our district and the support we have received from a variety of state, county, and local levels.

8. ♦ ACTION ♦ DISCUSSION ♦ INFORMATION (continued)

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

8.4 (I/D/A) ADOPTION OF CSBA POLICY REVISIONS - Yohe

(02/03 G & O, Components I – V)

•The District Policy Committee has reviewed the following policies and regulations. The revisions are now ready for adoption by the Board of Trustees:

- BP/AR 0520 Intervention for Under-performing Schools
- BP/AR 1240 Volunteer Assistance
- BP 1312.3 Uniform Complaint Procedures
- BP/AR 3513.3 Tobacco-Free Schools
- BP 4020 Drug and Alcohol-Free Workplace
- AR 4112.5 Criminal Record Check
- BP/AR 4119.25 Political Activities of Employees
- BP 4157.1 Work-Related Injuries
- AR 4212.5 Criminal Record Check
- AR 5121 Grades/Evaluation of Student Achievement
- BP/AR 5125.1 Release of Directory Information
- BP 5131.62 Tobacco
- BP 5141.4 Child Abuse Reporting Procedures
- BP/E 5145.6 Notifications Required by Law – Parental Notifications
- BP 6145.5 Student Organizations and Equal Access
- E 6145.5 The Equal Access Act - DELETION

8.5 (D/I) FIRST READING OF NEW POLICIES - Yohe

(02/03 G & O, Components I – V)

•The District Policy Committee has reviewed the following new policies and regulations. These new policies and regulations are being submitted on a first reading basis:

- AR 5111.13 Residency for Homeless Children
- AR 5131.62 Tobacco
- BP 6164.2 Guidance/Counseling Services
- BP/AR 6173 Education for Homeless Children

9. COMMENTS - BOARD OF TRUSTEES

9.1 BOARD OF TRUSTEE EVALUATION

10. 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.

- Marketing/public relations/public engagement
- Relationship with Sierra Community College/City of Lincoln/Joint Library at Twelve Bridges
- Future School Construction/Master Facility Plan (1/16/01 this item to appear monthly)
- Aquatic Center (Added 3/6/01)
- Western Placer Unified School District Educational Foundation
- Horizon Instructional Systems Charter Renewal (Added 12/3/02)

11. ESTABLISHMENT OF NEXT MEETING (S)

- The President will establish the following meeting(s):
 - >February 18, 2003, 7:00 p.m. Lincoln High School Library
 - >February 25, 2003, Budget Study Workshop, 3:30-5:30, Staff Development Room

12. ADJOURNMENT OF MEETING

BOARD BYLAW 9320: Individuals needing special accommodations i.e. sign language; accessible seating, etc. should contact the Superintendent or designee at least two days prior to meeting date. (American Disabilities Act)

DISCLOSURE
OF ACTION
TAKEN IN
CLOSED SESSION,
IF ANY

WESTERN PLACER UNIFIED SCHOOL DISTRICT
CLOSED SESSION AGENDA

PLACE: Administrative Conference Room – 810 J Street
DATE: February 4, 2003
TIME: 5:30 p.m.

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

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

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

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

SUBJECT:

Student Discipline/Expulsion
Re-Entry Expulsion Hearing
Student #01/02 F

AGENDA ITEM AREA:

Disclosure of action taken in closed session.

REQUESTED BY:

John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #01/02 F

SUPERINTENDENT'S RECOMMENDATION:

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

2.1a

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
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COMPLIANCE CHECK LIST

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

Initial

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

SUBJECT:

Student Discipline/Expulsion
Expulsion Re-Entry
Student # 01/02R

AGENDA ITEM AREA:

Disclosure of action taken in closed session.

REQUESTED BY:

John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to the re-entry expulsion of Student #01/02R

SUPERINTENDENT'S RECOMMENDATION:

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

2.1 b

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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4. Promote the involvement of the community, local government, business, service organizations, etc. as partners in the education of our students.

COMPLIANCE CHECK LIST

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

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

SUBJECT:

Student Discipline/Expulsion
Student # 02-03 G

AGENDA ITEM AREA:

Disclosure of action taken in closed session.

REQUESTED BY:

John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 G

SUPERINTENDENT'S RECOMMENDATION:

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

h.1 C

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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COMPLIANCE CHECK LIST

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

Personnel Sign-Off by B. Noyes ____

Program Sign Off by S. Leaman ____

SBLT Involvement ____
Initial

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

SUBJECT:

Student Discipline/Expulsion
Student # 02-03 H

AGENDA ITEM AREA:

Disclosure of action taken in closed session.

REQUESTED BY:

John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 H

SUPERINTENDENT'S RECOMMENDATION:

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

2.1 d.

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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COMPLIANCE CHECK LIST

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

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

SUBJECT:

Student Discipline/Expulsion
Student # 02-03 I

AGENDA ITEM AREA:

Disclosure of action taken in closed session.

REQUESTED BY:

John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 I

SUPERINTENDENT'S RECOMMENDATION:

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

2.1 e

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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COMPLIANCE CHECK LIST

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

Personnel Sign-Off by B. Noyes ____
Program Sign Off by S. Leaman ____

SBLT Involvement ____ Initial

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

SUBJECT:

Student Discipline/Expulsion
Student # 02-03 J

AGENDA ITEM AREA:

Disclosure of action taken in closed session.

REQUESTED BY:

John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 J

SUPERINTENDENT'S RECOMMENDATION:

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

2.1 F

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential.
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COMPLIANCE CHECK LIST

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

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

SUBJECT:

Student Discipline/Expulsion
Student # 02-03 K

AGENDA ITEM AREA:

Disclosure of action taken in closed session.

REQUESTED BY:

John Wyatt
Administrative Hearing Officer

ENCLOSURES:

MEETING DATE:

February 4, 2003


BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to the expulsion of Student #02/03 K

SUPERINTENDENT'S RECOMMENDATION:

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

2.19

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Non-public School Placement

AGENDA ITEM AREA:

Closed Session Disclosure

REQUESTED BY:

Scott Leaman,
Assistant Superintendent

ENCLOSURES:

Yes

MEETING DATE:

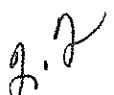
February 4, 2003

BACKGROUND:

Placement of a Western Placer Unified Student at a non-public school will be considered pursuant to Board Policy 6159.2.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the placement of the student at a non-public school pursuant to Board Policy 6159.2.



WPUSD

FINANCING

CORPORATION

MEETING

WESTERN PLACER UNIFIED SCHOOL DISTRICT FINANCING CORPORATION MEETING

FACT SHEET

SUBJECT:

Report/Presentation on Mercy
Housing Project

AGENDA ITEM AREA:**REQUESTED BY:**

Roger R. Yohe, Superintendent

ENCLOSURES:**MEETING DATE:**

February 4, 2003

BACKGROUND:

Nilda Valmores, Associate Regional Director, Community Development Department, Mercy Housing California will be in attendance to speak to the Board of Directors regarding the proposed grant with Mercy Housing for the Zebra Homebuilding Project.

RECOMMENDATION:

It is recommended the Board of Directors discuss this item, asking any questions they have.

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To: Board of Education

From: Roger R. Yohe, Superintendent

Subject: The Zebra Housing Project and the Request For Funding Under The 2003 Community Development Block Grant (CDBG) Application cycle.

Date: January 28, 2003

Needs: To have the Board of Education provide conceptual support of an application for funds to support Western Placer Unified School District's (WPUSD's) Zebra Project as part of Lincoln High School Construction Technology Program.

Background:

1. The Zebra Project is a project that promotes rigorous and relevant skill training of Western Placer Unified School District students through the construction at 3 houses in Lincoln.
2. The 3 lots (for the houses) were donated to Western Placer Unified School District.
3. WPUSD sought the assistance of the City of Lincoln in obtaining construction funds for the project.
4. The City of Lincoln requested the assistance of its housing consultant, Mercy Housing California, a housing organization that has provided services in California for more than thirty years, originally in part under the name of Rural California Housing Corporation.
5. Mercy Housing California indicated that The Zebra Project may be eligible for funds under the Home Investment Partnership Program (HOME) and/or the Community Development Block Grant (CDBG) Program, provided that the homes built were for low-income first time homebuyers.
6. WPUSD and The City secured Mercy Housing California's (MHC) services to prepare an application for the Home Investment Partnership Program which was submitted at the end of October. Other application costs, i.e. Phase I environmental report were paid for by the WPUSD.
7. To meet the requirements of the HOME program, a MOU was executed allowing MHC to serve as the developer of record.
8. As part of the project, WPUSD provided the land, and covered the cost of title and escrow charges.
9. The City of Lincoln was informed last week that the HOME application was not approved for funding. (Note: It is a competitive process.)

3.1.1

10. The CDBG application deadline is February 14, 2003. The City intends to submit an application which includes a request for housing construction funds for The Zebra Housing Project. Awards are announced May 1, 2003. Expenditures are not reimbursable until after contracts are signed and special grant conditions are met (approximately 6 months).
12. The School District currently operates a program for which land was transferred to Northern California Construction and Training, Inc. to facilitate construction training.
13. After the houses are built, the homes will be owned by first time homebuyers. Proceeds from the sales of the homes will be recycled to assist the construction of other homes.

Proposal:

1. For the Board to provide conceptual support of the proposal recognizing:
 - a) CDBG competitive process requires MHC, as an experienced developer, be provided ownership of the land.
 - b) the lot ownership is only to assist in the project development. Should the project not receive funding, no ownership change will occur.

Fiscal Analysis:

1. No additional funds immediately required from the school district.
2. The School District will save application costs by applying this year because the necessary reports are still valid, i.e. Phase I. This will not be true for the next round of funding.
3. The City is requesting \$284,900 of Community Development Block Grant funds to assist Western Placer Unified School District. Under the HOME application, the City requested \$275,000 in actual construction funds.

Attachment:

1. Sales Contract

Recommendation:

It is recommended that the Board of Education:

1. Support the City's application for CDBG funds that will assist WPUSD's Zebra Project.

Options:

1. The School Board provides conceptual support, thereby ensuring the City's timely submittal of the CDBG application and allowing for potentially \$284,900 for the Zebra Project.
2. The School Board chooses not to provide support at this time, thereby preventing the City from applying for CDBG funds that will assist the Zebra Project at this time.

3.1.2

WESTERN PLACER UNIFIED SCHOOL DISTRICT FINANCING CORPORATION MEETING

FACT SHEET

SUBJECT:

Approval of CDBG Grant
With Mercy
Housing for the Zebra Homebuilding
Project

AGENDA ITEM AREA:**REQUESTED BY:**

Roger R. Yohe, Superintendent

ENCLOSURES:**MEETING DATE:**

February 4, 2003

BACKGROUND:

- A Community Development Block Grant (CDBG) provides funds for Public Works Projects, home construction costs, or monies for first time home buyers' down payments. The application deadline for the grant is February 14, 2003. Grant funds are being requested from CDBG for the Zebra Homebuilding Project on three lots located on "N" Street.

RECOMMENDATION:

It is recommended the Board of Directors approve the CDBG grant with Mercy Housing for the Zebra Homebuilding Project.

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3.2

AGREEMENT FOR SALE OF REAL PROPERTY

THIS AGREEMENT by and between Western Placer Unified School District, a California School district, herein referred to as "Seller" and Mercy Properties California, a California Non-Profit Public Benefit Corporation, herein referred to as "Buyer", is as follows:

- a. **PROPERTY.** Seller agrees to sell to Buyer and Buyer agrees to purchase from Seller that certain real property, and any improvements thereon and appurtenances thereto, including Seller's right, title and interest in all of the subdivision maps, engineering reports, plans and other such material having to do with the Subject Property, including all land use entitlements, permits, utility allocations and deposits and other such governmental and agency approvals as may exist concerning the property, herein called "the Property", situated in the City of Lincoln, Placer County, State of California, described as:

Lots 2,3, and 4 of Block 32 of the Western Addition to the City of Lincoln.

Assessor's parcel numbers: 008-041-001

THE TERMS AND CONDITIONS OF THE AGREEMENT ARE AS FOLLOWS:

1. **PURCHASE PRICE.** The purchase price for partially finished lots shall be \$2.00 for all of the above-described lots.

2. **ESCROW.**

- a. **Opening of Escrow.** Within five (5) days of Buyer's receipt of the executed Agreement, escrow shall be opened by the deposit with Placer Title Company Company ("Title Company"), 354 F Street, Lincoln, California 95648, Attn: Tammy Cartwright, a copy of this Agreement, executed by both parties. Placer Title Company's receipt of a fully executed copy of this Agreement shall be evidenced by the dated signature of its Escrow Officer on the signature page of this Agreement which shall be the Effective Date.

3.2.1

- b. Deposit. Within five (5) days of the Effective Date, Buyer shall deposit with Title Company the sum of \$1.00 (one dollar which, together with all other sums to be deposited in Escrow by Buyer hereunder ("Deposit"), shall apply to the purchase price. Upon notification of award of Community Development Block Grant Funds from the California State Department of Housing and Community Development, an additional \$1.00 (one dollar) will be deposited to escrow. Upon satisfaction of the conditions to Buyer's obligation to purchase the Property as set forth in Paragraph 3 of this Agreement which require all conditions to be satisfied or waived on or before June 1, 2003.
- c. Close of Escrow. The escrow shall close when the Buyer has received and processed the Community Development Block Grant Funds or at the latest, December 31, 2003. Seller shall deposit the deed in escrow at least five days prior to close of escrow. If the parties fail to close escrow per this schedule, the Buyer or Seller shall each have the option to extend escrow by up to 10 days or terminate the contract. If the Seller has defaulted and has caused escrow not to close per this schedule, and this agreement has been so terminated, then the Seller shall immediately return to the Buyer any deposit amounts that have been released from the Buyer to the Seller.
- d. Instructions. The escrow instructions given to Title Company shall be consistent with the terms of this Agreement and, as between the parties, the terms of this Agreement shall prevail if there is any inconsistency unless the typewritten rather than the printed portion of the instructions specifically provide to the contrary.
- e. Pro-Rates. The property taxes shall be prorated as of the date of the recordation of the Grant Deed conveying title to Buyer.
- f. Costs. Charges and expenses incurred in this transaction, (.e. CLTA and ALTA, transfer taxes, transfer fees, escrow fees, miscellaneous escrow fees and costs) are to be borne by the Seller as follows:

3. **CONDITION'S TO BUYER'S OBLIGATION TO PURCHASE**. Buyer's obligation to purchase the Property is subject to and conditioned upon the satisfaction or waiver by Buyer of the following conditions, which conditions are for Buyer's sole benefit:

- a. Financing. Buyers obtaining written approval from its acquisition lenders on or before June 1, 2003.
- b. Approval of Preliminary Title Report, together with copies of all recorded documents referred to therein. Buyer will acquire the Preliminary Title Report at no cost to Seller. Title shall be free and clear of all liens, charges, assessments, claims, and subject only to exceptions acceptable to Buyer to be defined within the first 45 days from the Effective Date.
- c. Engineering Data and Soils Test. Seller shall deliver or cause to be delivered to Buyer without any warranty or representation expressed or implied and within five (5) days of the Effective Date all available (if any) engineering plans, grading plans, landscape plans, vested tentative map, soils reports, assessments for toxic and hazardous substances, "As-Built" drawings and specifications, and any other items pertaining to the Property which are in Seller's

3.2.2

possession. The Seller shall also provide Buyer with any and all existing or pending City Council Resolutions, approved Covenants, Conditions and Restrictions (CC&R's), subdivision improvement agreement, conditions of approval of the tentative & final maps and any other actual or pending agreements or resolution's with any public agency or utility company and information regarding bonds & building permit fees in Seller's possession. Buyer shall have the right to obtain additional reports without liability or expense to Seller on soils, engineering conditions, site assessment and any other items deemed reasonable and appropriate by Buyer. Buyer shall deliver a copy of end reports, if any, to Seller as soon as practical but without any warranty or representation expressed or implied.

- d. Approval of MHC Board of Directors. Buyer shall have obtained the consent of the MHC board of directors before the expiration of the feasibility period.
- e. Environmental. Buyer shall have successfully completed a Federal Environmental Review for the project.
- f. Obtain required flood documents from FEMA. Prior to closing of escrow on the lots, the Seller agrees to provide documentation from FEMA that designates the lots removed from the 100 year flood zone area.

In the event that the above conditions have not been satisfied or waived by Buyer by June 1, 2003, Buyer shall have no obligation to purchase the Property, Buyer's Deposit and all interest accrued thereon shall be released from Escrow and returned to Buyer, and this Agreement and Escrow shall terminate and be of no further force or effect.

THE FAILURE OF BUYER TO GIVE ITS WRITTEN APPROVAL OF ANY ITEM REQUIRING APPROVAL OF BUYER SHALL BE DEEMED TO CONSTITUTE A FAILURE TO APPROVE SUCH ITEM, AND IN SUCH EVENT BUYER'S DEPOSIT(S) SHALL BE RETURNED, ESCROW CANCELED, AND NEITHER BUYER NOR SELLER SHALL HAVE ANY FURTHER OBLIGATIONS HEREUNDER. ONCE BUYER APPROVES OR WAIVES THE ABOVE CONDITIONS, THIS AGREEMENT MAY NOT BE CANCELLED WITHOUT THE MUTUAL CONSENT OF BUYER AND SELLER.

4. **LIQUIDATED DAMAGES.** THE PARTIES AGREE THAT THE TOTAL PURCHASE PRICE HAS BEEN DETERMINED NOT ONLY BY A CONSIDERATION OF THE VALUE OF THE PROPERTY PER SE BUT ALSO BY A CONSIDERATION OF THE VALUE OF THE VARIOUS COVENANTS, CONDITIONS AND WARRANTIES OF THIS AGREEMENT AS THEY RELATE TO THE PROPERTY. THE PARTIES HAVE DISCUSSED AND NEGOTIATED IN GOOD FAITH UPON THE QUESTION OF THE DAMAGES TO BE SUFFERED BY THE SELLER IN THE EVENT BUYER BREACHES THIS AGREEMENT AND HAVE ENDEAVORED TO REASONABLY ESTIMATE SUCH DAMAGES, AND THEY HEREBY AGREE, THAT BY REASON OF THE AFORESAID CONSIDERATIONS, (i) SUCH DAMAGES ARE AND WILL BE IMPRACTICABLE OR EXTREMELY DIFFICULT TO FIX, (ii) LIQUIDATED DAMAGES IN THE AMOUNT OF BUYER'S

3.2.3

ACTUAL DEPOSITS IN ESCROW THROUGH THE DATE OF SUCH BREACH ARE AND WILL BE REASONABLE, (iii) IN THE EVENT OF SUCH BREACH, SELLER SHALL BE ENTITLED TO RETAIN SUCH AMOUNT AS SUCH LIQUIDATED DAMAGES AND NOT AS A PENALTY, AND (iv) IN CONSIDERATION OF THE PAYMENT OF SUCH LIQUIDATED DAMAGES, SELLER SHALL HAVE DEEMED TO HAVE WAIVED ALL OTHER CLAIMS FOR DAMAGES OR RELIEF AT LAW OR IN EQUITY (INCLUDING ANY RIGHTS SELLER MAY HAVE PURSUANT TO CALIFORNIA CIVIL CODE SECTIONS 3389 AND 1689).

BUYER

SELLER

5. **SELLER'S REPRESENTATIONS AND WARRANTIES.** In addition to any express agreements of Seller contained herein, the following constitutes representations and warranties of Seller as of the Effective Date of this Agreement which shall also be true and correct as of the close of escrow (and the truth and accuracy of which shall constitute a condition for Buyers benefit to the close of escrow):
- a. Seller is, and as of the date of the close of escrow shall be, the lawful owner of fee simple title to the Property;
 - b. Seller has, and will have as of close of escrow, the right to convey the Property;
 - c. The title conveyed to Buyer will not be encumbered by any easements, licenses, leases, contracts or other rights not now otherwise disclosed by the public record except as disclosed in writing by Seller to Buyer;
 - d. Except as disclosed by the Preliminary Title Report, the Property is not at the date hereof, and shall not be at the date of the close of escrow, the subject of any governmental assessments or assessment liens by reason of any work or improvement completed or installed at or before the close of escrow. If at the close of escrow such assessments or assessment liens shall exist, then Seller shall be required to discharge such assessments or assessment liens, except those accepted by Buyer in Buyers initial review of the Preliminary Title Report.
 - e. There is no lawsuit or dispute currently pending which may affect the Property and which has not been specifically disclosed by Seller to Buyer, and there is no government or public agency inquiry or proceeding pending or threatened against the property, which has not been similarly disclosed to Buyer.
 - f. Seller is unaware of any material adverse fact or condition relating to the Property or any portion thereof which has not been specifically disclosed in writing by Seller to Buyer. Seller is not responsible for any subdivision or construction work previously done.
 - g. Neither Seller is bankrupt or insolvent under any applicable Federal or State standard, has filed for protection or relief under any applicable bankruptcy or creditor protection statute or has been threatened by creditors with an involuntary application or any applicable bankruptcy or creditor protection statute.

3.2.4

6. **ACKNOWLEDGMENT.** Seller shall deliver to Buyer prior to the close of escrow an affidavit by Seller under penalty of perjury certifying and stating Seller's United States taxpayer identification number with Seller's address and that Seller is not a "foreign person" within the meaning of Section 1445 (b) (2) of the Internal Revenue Code of 1986 and related regulations.

7. **TIME IS OF THE ESSENCE OF THIS AGREEMENT.**

8. **ARBITRATION** Should any dispute arise concerning this agreement, or any provision of this agreement, such dispute shall be settled by arbitration held in accordance with the Rules of the American Arbitration Association in effect at the time a demand for arbitration is filed with such association.

The decision in writing of the arbitrator or arbitrators appointed by such association shall be final and conclusive as to all parties to such dispute. Should any party fail or refuse to appear or participate in such arbitration proceedings, the arbitrator or arbitrators so appointed may decide the dispute on the evidence presented in such proceedings by the other party or parties to such dispute. The arbitrator or arbitrators shall have power to award to any party or parties to any such dispute such sums for costs and expenses as such arbitrator or arbitrators may deem proper. This provision shall be binding on Buyer and Seller.

9. **MISCELLANEOUS.**

- a. **Interpretation.** This Agreement constitutes the entire understanding between the parties hereto and shall be determined and enforced in accordance with the laws of the State of California. In the event of a conflict between escrow instructions and this Agreement, the terms of this Agreement shall prevail. The provisions hereof shall be binding upon and inure to the benefit of the successors and assigns of Seller and Buyer.
- b. **Notices.** Any notices, requests, demands or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given or on the second business day after mailing, if mailed to the party to whom notice is to be given, by US Mail, registered or certified, postage paid, or by any private delivery service that furnishes a receipt, and properly addressed as follows:

SELLER: Western Placer Unified School District

Contact: Roger R. Yohe, Superintendent
Western Placer Unified School District
810 J Street
Lincoln, CA 95648

BUYER: Mercy Housing California
Attn: Greg Sparks
Regional Director of Development
3120 Freeboard Dr., Ste 202
West Sacramento, CA 95691

3.2.5

Any party may change its address for purposes of this paragraph by giving the other party written notice of the new address in the manner set forth above.

- c. Assignment. Buyer may at any time prior to close of escrow assign its right, title and interest in this Agreement and escrow to any other person or entity without Seller's consent, which shall not be withheld unreasonably and shall be given promptly.
- d. Title and Possession. Seller shall cause title to the Property to be conveyed to Buyer by grant deed, subject only to current taxes and assessments, items shown as acceptable on the Preliminary Title Report and any exceptions created as a result of governmental approvals obtained by Buyer or otherwise with the consent of Buyer. Seller shall cause Title Company to issue its CLTA Owner's policy of Title Insurance to Buyer with coverage in the amount of the purchase price or, should Buyer so elect, an ALTA policy. Buyer shall pay for the incremental ALTA policy costs. The policy shall list ONLY the acceptable items and exceptions, and the printed exceptions common to the CLTA policies, or ALTA policies, as the case may be. Seller shall deliver possession of the subject Property to the Buyer at the close of escrow, free and clear of any rights or claims of others. Seller will not make or amend any applications to the Rocklin City Council, or any other government agency or agree to any conditions affecting the future development of the Property without Buyer's prior written approval.
- e. Cash and Deed. Buyer shall deposit with Title Company the cash required from Seller to close. Seller shall cause Title Company to be ready, willing and able to record and deliver to Buyer the grant deed referred to above, and the Title Insurance.
- f. Right of Entry. Buyer and its employees, agents and contractors may enter upon the Property during escrow to conduct any necessary field investigations, tests or studies, but shall make no permanent changes to the Property or cause the property to be liened without Seller's written consent and Buyer shall defend and hold Seller harmless from any costs or liabilities, claims or damages arising from such entry.
- g. Integration. This Agreement contains the entire agreement of the parties hereto, and supersedes any prior written or oral agreements between them concerning the subject matter contained herein. There are no representations, agreements or understandings, oral or written, relating to the subject matter which are not fully expressed herein. Seller will provide to Buyer a specific disclosure statement regarding the Property to be acknowledged by Buyer.
- h. Additional Documents. From time to time prior to and after the close of escrow, each party shall execute and deliver such instruments of transfer and other documents as may be reasonably requested by the other party to carry out the purpose and intent of this Agreement.
- i. Dependency and Survival of Provisions. The respective warranties, representations, covenants, agreements, obligations and undertakings of each party hereunder shall survive the close of escrow and delivery of the deed.

3.2.6

j. Toxic and Hazardous Wastes.

- i) This term will apply to any illegal types or concentrations of toxic or hazardous materials as defined by applicable Federal, State and County statutes, regulations and ordinances.
- ii) Buyer may procure, at the sole cost and expense of Buyer, a Phase I or Phase II Environmental Report for the benefit of Buyer. Within ten (10) days after the delivery of the report to Buyer, Buyer shall notify Seller in writing of any objection to any condition therein. If Buyer makes a timely objection and the condition is not eliminated within thirty (30) days of the Seller's receipt of the objection, this Agreement shall be terminated, unless Buyer waives the objection. Buyer shall, concurrently with the notice of objection, agree to extend the close of escrow for a period of thirty (30) days, in order to allow Seller to remedy said condition.
- iii) Seller agrees that in the event that illegal types or concentrations of toxic or hazardous materials are subsequently discovered after close of escrow and that Seller is shown to be the source or cause of placing or releasing said materials on the Property, then Seller shall clean up and remove such materials.

k. As-Is Condition. Seller expressly understands that the Buyer's offer to purchase property is based on the current state of the property. Seller acknowledges that the Buyer is purchasing the property in the condition which it is now, and therefore obligates the Seller to continue to diligently maintain the property so as to keep it in the same condition throughout the escrow period. Seller and Buyer agree that the property purchase is based on the current "as is" condition. Buyer agrees that, as of the close of escrow, it will be acquiring the Property in an "as is" condition with all faults and conditions then existing on the property, including any hazardous substances or hazardous wastes that may be located on, under or around the Property, whether known or unknown, and Buyer assumes all responsibility for such faults and conditions. Buyer further acknowledges that as of the close of escrow, it is Buyer's responsibility to become fully aware of all zoning regulations, other governmental requirements, site and physical conditions, and other matters affecting the use and condition of the property.

10. OFFER VOID. This Agreement is Void unless acceptance hereof is signed by and the signed copy delivered to Buyer in person or by fax (916-414-4492) with the original to follow by U.S. mail to Mercy Housing California 3120 Freeboard Dr, Suite 202, West Sacramento, CA 95691 Attn: Nilda Valmores by 5:00 p.m. on February 5, 2003.

11. INDEMNIFICATION. Each of the parties hereto represents that it has dealt with no broker or finder in connection with this sale, and insofar as they know, no brokers or other persons are entitled to any commission or finder's fee in connection with this sale. Buyer and Seller each agree to indemnify and hold harmless one another against any loss, liability, damage, cost, claim or expense incurred by reason of any brokerage commission or finder's fee alleged to be payable because of any act, omission or statement of the indemnifying party.

12. COUNTERPARTS. This Agreement and any attached consents or exhibits requiring signatures may be executed in counterparts, and all counterparts constitute but one and the same document.

3.2.1

MERCY HOUSING CALIFORNIA

By: _____

Date: _____

OFFER ACCEPTED BY SELLER:

By: _____

Date: _____

PLACER TITLE COMPANY

By: _____
Escrow Officer

Date: _____

3.2.8

WESTERN PLACER UNIFIED SCHOOL DISTRICT FINANCING CORPORATION MEETING

FACT SHEET

SUBJECT:

Approval of October 1, 2002
Minutes of the WPUSD Financing
Corporation

AGENDA ITEM AREA:

Approval of Minutes

REQUESTED BY:

Corporation Board of
Directors

ENCLOSURES:

Minutes

MEETING DATE:

February 4, 1003

BACKGROUND:

The Western Placer Unified School District Financing Corporation Board of Directors will consider approval of the minutes of the October 1, 2002 Western Placer Unified School District Financing Corporation Meeting.

RECOMMENDATION:

It is recommended the minutes be approved as submitted.

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3.3

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
FINANCING CORPORATION BOARD OF DIRECTOR'S MEETING
October 1, 2002
Minutes**

Board of Directors Present

Earl Mentze, President
Paul Long, Vice President
Karen Roberts, Clerk
Marcia Harris, Member
Nels V. Tahti, Member

MEMBERS ABSENT

None

OTHERS IN ATTENDANCE

Roger R. Yohe, Superintendent
Jay Stewart, Asst. Superintendent, Business Services
Scott Leaman, Asst. Superintendent, Instructional Services
Eva McGuire, Secretary to the Superintendent

As President of the Board of Directors of the Western Placer Unified School District Financing Corporation, Mr. Mentze called the meeting to order at 8:51 p.m.

- 1.1 (A) ADOPTION OF THE MINUTES OF JUNE 18, 2002
MEETING - Yohe**
The Western Placer Unified School District Financing Corporation Board of Directors considered approval of the minutes of the June 18, 2002 Western Placer Unified School District Corporation Meeting.
On a motion by Mrs. Roberts, second by Mrs. Harris and passed by unanimous vote, the Board of Directors approved the minutes of June 18, 2002.
- 11.2 (D/A) APPROVAL OF A JOINT OPPORTUNITY TO APPLY FOR
STATE FINANCING TO FUND LOW INCOME FAMILY
HOUSING – Yohe**
The City and school district have an opportunity to apply for state financing to fund low-income family housing. The application is due October 30th. The Community Development Department of Mercy Housing California will assist us with the application process. A discussion needs to occur in reference to including all, a portion or none of our property located west of Lincoln High School.

3.3.1

Regular Meeting of the Board of Directors of the
Western Placer Unified School District Financing Corporation
October 1, 2002
Minutes

2

Lengthy discussion took place regarding this item. Mrs. Harris stated she was not interested in moving forward on this, even though it is a wonderful program for students. Mr. Tahti felt more information was needed concerning the grant.

A motion was made by Mrs. Roberts, seconded by Mr. Long to proceed with the grant application as seen in the Director's packet. **Both Mrs. Roberts and Mr. Long withdrew the motion and second following continued discussion.**

It was noted this is a potential investment for the Corporation, which would benefit the students of Western Placer, it would allow a project on the books to continue the construction technology class.

Also noted was that Pulte Homes at Twelve Bridges and maybe Lincoln Crossing would be willing to give the district a lot for the students to build on, however the logistics to get students to and from the site is not good.

The risk of this venture is manageable, the opportunity is greater than the risk. The district owns 6 lots, they could be developed, using student labor and then sold. The question is how to continue the Construction Technology class another year.

A motion was made by Mrs. Roberts, seconded by Mr. Long, and passed by a 3-2 vote to proceed with the grant application. The motion was amended by both Mrs. Roberts, and Mr. Long, to include the wordingup to six (6) lots.

Ayes: Long, Roberts, Mentze
Noes: Harris, Tahti

2. ADJOURNMENT OF CORPORATION MEETING

With no further business, the meeting was adjourned at 9:40 p.m.

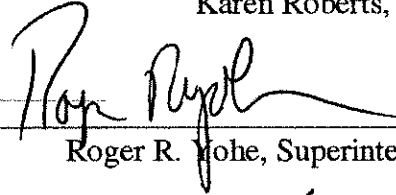
3.3.2

Regular Meeting of the Board of Directors of the
Western Placer Unified School District Financing Corporation
October 1, 2002
Minutes

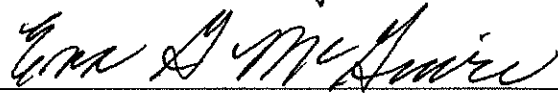
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Earl Mentze, President

Karen Roberts, Clerk



Roger R. Hohe, Superintendent



Eva McGuire, Secretary to Superintendent

ADOPTED:

YES:

NOES:

ABSENT:

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3.3.3

SPECIAL ORDER OF BUSINESS

CONSENT

AGENDA

ITEMS

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

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

SUBJECT:
Approval of Minutes

AGENDA ITEM AREA:
CONSENT AGENDA

REQUESTED BY:
Roger R. Yohe,
Superintendent

ENCLOSURES:
Minutes

MEETING DATE:
February 4, 2003

BACKGROUND:

The Board of Trustees will consider approval of the minutes of the regular meetings of January 7, 2003 and January 21, 2003.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the minutes of January 7 and 21, 2003 as submitted.

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5.1

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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

COMPLIANCE CHECK LIST

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

Personnel Sign-Off by B. Noyes ____
Program Sign Off by S. Leaman ____

SBLT Involvement ____
Initial

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

SUBJECT:

Approval of Warrants

AGENDA ITEM AREA:

CONSENT AGENDA

REQUESTED BY:

Trudy Wilson,
Director of Business

ENCLOSURES:

Board Members Only

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board of Trustees will consider approval of the warrants paid since January 7, 2003.

SUPERINTENDENT'S RECOMMENDATION:

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

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5.2

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

AGENDA ITEM:

Report of Disclosure Requirements for Quarterly
Reports of Investments.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

February 04, 2003

BACKGROUND:

Government Code 53646, added by SB 564, imposed new disclosure requirements on all government agencies. This bill was authored by Senator Johnston (D-Stockton) in direct response to the investment practices of school districts, county office of education and community colleges revealed by the bankruptcy of Orange County. This statute requires that if a local agency has placed all of its investments in the Local Agency Investment Fund or in a Federal Deposit Insurance Corporation insured accounts in a bank or savings and loan association, in a county investment pool or any combination of these, the chief financial officer need only supply the most recent statement of statements received by the local agency from these institutions.

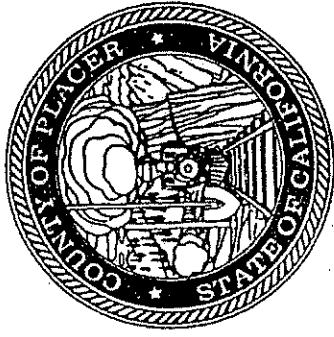
The District maintains its entire reserve in the County of Placer investment pool. Therefore, to meet the requirements of SB 564, the County of Placer Treasurer's Investment Reports are submitted to the District's Board of Trustees on a quarterly basis for their review.

SUPERINTENDENT'S RECOMMENDATION:

Report only.

5.4

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer



COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of OCTOBER 31, 2002

5.4.1

PREFACE

Placer County Treasurer's Investment Report

October 31, 2002

Market values are only relevant if the investment is sold prior to maturity. Profit or loss would be realized only if the specific investment were to be sold.

The following report reflects the change from cash to accrual basis effective March 31, 2000. The current book value of the Placer County Treasurer's Investment Portfolio reflects this change.

For the purpose of clarity the following glossary of investment terms has been provided.

Book Value is the purchase price of a security plus amortization of any premium or discount. This may be more or less than face value, depending upon whether the security was purchased at a premium or at a discount.

Face Value is the principal amount of a security and the amount of principal that will be paid at maturity.

Market Value is the value at which a security can be sold at the time it is priced or the need to sell arises.

Government Code 53646 Compliance Report

The following information is a monthly update of funds on deposit in the Placer County Treasury pursuant to California Government code Section 53646. Further details of individual investments are included in the Treasurer's Monthly Investment Report. All investment transactions and decisions have been made with full compliance with California Government Code and Placer County's Statement of Investment Policy.

Individual securities are priced at the end of each month. The source of pricing is Bank of New York.

The Weighted Average Maturity of the investments with the Treasury is 538 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$200,602,549.69 in cash and investments maturing in the next 180 days.

5.4.2



PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Summary
October 31, 2002

Placer County

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	19,937,140.37	20,364,082.50	20,000,000.00	3.19	701	401	3.503	3.552
Federal Agency Coupons	298,969,610.80	302,928,469.44	298,120,000.00	47.81	1,037	781	3.445	3.493
Medium Term Notes	168,648,455.27	172,549,152.65	166,253,000.00	26.97	958	540	4.685	4.750
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	1.36	501	284	3.597	3.646
Small Business Administration Loans	3,236.85	3,236.85	3,236.85	0.00	263	140	5.178	5.250
Commercial Paper Disc. -Amortizing	124,343,787.51	124,341,952.94	124,400,000.00	19.88	22	9	1.813	1.838
Federal Agency Disc. -Amortizing	4,973,658.33	4,982,000.00	5,000,000.00	0.80	362	87	2.247	2.278
Investments	625,375,889.13	633,668,874.38	622,276,236.85	100.00%	791	538	3.449	3.497

Cash								
Passbook/Checking (not included in yield calculations)	20,598,729.48	20,598,729.48			1	1	0.000	0.000
Total Cash and Investments	645,974,618.61	654,267,603.86	642,874,966.33		791	538	3.449	3.497

Total Earnings October 31 Month Ending Fiscal Year To Date
Current Year 1,862,743.16 7,642,747.06

Average Daily Balance 638,919,441.78 634,832,854.62
Effective Rate of Return 3.43% 3.57%

Arla J. Huckaby
ARLA J. HUCKABY, INVESTMENT OFFICER 11-18-02

Portfolio AMOR
AC
PM (PRFcpM1) SymRept V5.02e



PLACER COUNTY 2002/2003
Investment Purchases Report
Sorted by Purchase Date
October 1, 2002 - October 31, 2002

CUSIP	Investment #	Fund	Inv. Type	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
36380MK20	02100	1010	ACP GALCAP	30,000,000.00	10/01/2002	10/02 - At Maturity	29,998,441.67		1.870	10/02/2002	1.896	0.00
36380MK38	02101	1010	ACP GALCAP	40,000,000.00	10/02/2002	10/03 - At Maturity	39,998,000.00		1.800	10/03/2002	1.825	0.00
36380MK46	02102	1010	ACP GALCAP	39,500,000.00	10/03/2002	10/04 - At Maturity	39,498,088.89		1.760	10/04/2002	1.785	0.00
31359MKW2	02104	1010	FAC FNMA	5,000,000.00	10/04/2002	03/15 - 09/15	5,137,650.00	9,236.11	3.500	09/15/2004	2.050	5,141,584.33
3136F2FW3	02105	1010	FAC FNMA	5,000,000.00	10/04/2002	03/09 - 09/09	5,039,062.50	11,111.11	3.200	09/09/2005	2.919	5,047,025.29
36380MK79	02103	1010	ACP GALCAP	32,000,000.00	10/04/2002	10/07 - At Maturity	31,995,380.00		1.740	10/07/2002	1.764	0.00
82656UK80	02106	1010	ACP SIGMA	31,000,000.00	10/07/2002	10/08 - At Maturity	30,998,493.06		1.750	10/08/2002	1.774	0.00
01389MKB5	02108	1010	ACP ACLFIN	19,000,000.00	10/08/2002	10/11 - At Maturity	18,997,260.83		1.730	10/11/2002	1.754	0.00
3136F2BD9	02109	1010	FAC FNMA	10,000,000.00	10/08/2002	02/16 - 08/16	10,181,250.00	47,666.67	3.300	08/16/2005	2.636	10,222,676.03
82656UK98	02107	1010	ACP SIGMA	40,000,000.00	10/08/2002	10/09 - At Maturity	39,998,088.89		1.720	10/09/2002	1.744	0.00
07712ULD7	02111	1010	ACP BEETVN	10,000,000.00	10/09/2002	11/13 - At Maturity	9,982,694.44		1.780	11/13/2002	1.808	9,994,066.67
41068LKA3	02110	1010	ACP HANFUN	10,000,000.00	10/09/2002	10/10 - At Maturity	30,998,493.06		1.750	10/10/2002	1.774	0.00
41068LKB1	02112	1010	ACP HANFUN	36,500,000.00	10/10/2002	10/11 - At Maturity	36,498,225.69		1.750	10/11/2002	1.774	0.00
30601WKMO	02114	1010	ACP FAIRVY	10,000,000.00	10/11/2002	10/21 - At Maturity	9,995,027.78		1.790	10/21/2002	1.816	0.00
31359MKW2	02115	1010	FAC FNMA	10,000,000.00	10/11/2002	03/15 - 09/15	10,276,200.00	25,277.78	3.500	09/15/2004	2.021	10,295,460.49
82656UKF4	02113	1010	ACP SIGMA	40,000,000.00	10/11/2002	10/15 - At Maturity	39,992,266.67		1.740	10/15/2002	1.765	0.00
36380MKG9	02116	1010	ACP GALCAP	45,000,000.00	10/15/2002	10/16 - At Maturity	44,997,675.00		1.860	10/16/2002	1.886	0.00
172967BM2	02118	1010	MTN CITIGP	7,300,000.00	10/16/2002	12/30 - 06/30	7,521,482.00	97,865.63	4.125	06/30/2005	2.978	7,615,936.72
5705X5KH3	02117	1010	ACP MKTS	45,000,000.00	10/16/2002	10/17 - At Maturity	44,987,762.50		1.790	10/17/2002	1.815	0.00
27003LKJ1	02119	1010	ACP EAGLE	42,000,000.00	10/17/2002	10/18 - At Maturity	41,997,935.00		1.770	10/18/2002	1.795	0.00
82656UKM9	02120	1010	ACP SIGMA	39,000,000.00	10/18/2002	10/21 - At Maturity	38,994,410.00		1.720	10/21/2002	1.744	0.00
92646LL2	02121	1010	ACP VICTOR	10,000,000.00	10/18/2002	11/20 - At Maturity	9,983,408.33		1.810	11/20/2002	1.838	9,990,447.22
3136F2MY1	02123	1010	FAC FNMA	10,000,000.00	10/18/2002	11/20 - At Maturity	10,000,000.00		3.125	10/21/2005	3.125	10,000,000.00
85520MKN2	02122	1010	ACP SBIRD	42,000,000.00	10/21/2002	04/21 - 10/21	41,997,946.67		1.760	10/22/2002	1.785	0.00
82656UKP2	02124	1010	ACP SIGMA	44,000,000.00	10/22/2002	10/23 - At Maturity	43,997,897.78		1.720	10/23/2002	1.744	0.00
03218SL81	02126	1010	ACP AMSTEL	10,000,000.00	10/23/2002	11/08 - At Maturity	9,992,177.78		1.760	11/08/2002	1.786	9,996,577.78
90262DKQ7	02125	1010	ACP UBSF	44,000,000.00	10/24/2002	10/24 - At Maturity	43,997,897.78		1.720	10/24/2002	1.744	0.00
90262DKR5	02127	1010	ACP UBSF	46,000,000.00	10/24/2002	10/25 - At Maturity	45,997,763.89		1.750	10/25/2002	1.774	0.00
53127UKU3	02128	1010	ACP LIBST	45,000,000.00	10/25/2002	10/26 - At Maturity	44,993,400.00		1.760	10/26/2002	1.785	0.00
5705X5L74	02129	1010	ACP MKTS	15,000,000.00	10/25/2002	11/07 - At Maturity	14,990,358.33		1.780	11/07/2002	1.806	14,995,550.00
27003LKV4	02130	1010	ACP EAGLE	48,000,000.00	10/29/2002	10/29 - At Maturity	47,997,613.33		1.790	10/29/2002	1.815	0.00
82656UKV9	02131	1010	ACP SIGMA	25,000,000.00	10/29/2002	10/29 - At Maturity	24,998,763.89		1.760	10/29/2002	1.805	0.00
56274MLR1	02134	1010	ACP MANASF	15,000,000.00	10/29/2002	11/25 - At Maturity	14,979,525.00		1.820	11/25/2002	1.848	14,981,800.00

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PLACER COL... Y 2002/2003
Investment Purchases Report
October 1, 2002 - October 31, 2002

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CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
85520MKW2	02133	1010	ACP	SBIRD	25,000,000.00	10/29/2002	10/30 - At Maturity	24,998,722.22		1.840	10/30/2002	1.866	0.00
90262DKW4	02132	1010	ACP	UBSF	50,000,000.00	10/29/2002	10/30 - At Maturity	49,997,486.11		1.810	10/30/2002	1.835	0.00
03221KX9	02136	1010	ACP	AFC4	25,000,000.00	10/30/2002	10/31 - At Maturity	24,998,743.06		1.810	10/31/2002	1.835	0.00
313397M65	02135	1010	AFD	FMCDN	31,000,000.00	10/30/2002	10/31 - At Maturity	30,998,544.72		1.690	10/31/2002	1.714	0.00
90262DL60	02137	1010	ACP	UBSF	20,000,000.00	10/30/2002	11/06 - At Maturity	19,993,116.67		1.770	11/06/2002	1.795	19,995,083.34
172967BA8	02139	1010	MTN	CITGP	10,000,000.00	10/31/2002	12/01 - 06/01	10,981,600.00	281,250.00	6.750	12/01/2005	3.367	11,262,850.00
82656UL14	02140	1010	ACP	SIGMA	10,000,000.00	10/31/2002	11/01 - At Maturity	9,999,475.00		1.890	11/01/2002	1.916	10,000,000.00
9026X1L13	02138	1010	ACP	UBSAM	19,400,000.00	10/31/2002	11/01 - At Maturity	19,398,981.50		1.890	11/01/2002	1.916	19,400,000.00
Total Purchases					1,111,700,000.00			1,113,389,270.04	472,407.30				168,939,057.87

Investment Type Codes:

ABA	Bankers Acceptance	GN2	Small Business Administration Loans
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	TRC	U.S. Treasury - Coupons
AFD	Federal Agency Discounts	ATD	U.S. Treasury-Discounts
LA5	Local Agency Inv Fund		

5.4.5

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
October 31, 2002

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Funds											
99-31-000	00000LAIF	LOCAL AGENCY INV FUND	0.00		0.00	0.00	0.00	2.750	2.712	1	
Subtotal and Average			0.00		0.00	0.00	0.00		0.000	0	
U.S. Treasury Coupons											
9128276V9	01008	U. S. TREASURY COUPON		07/05/2001	5,000,831.77	5,059,375.00	5,000,000.00	4.250	4.147	150	03/31/2003
9128277M8	01273	U. S. TREASURY COUPON		03/04/2002	4,988,533.79	5,101,562.50	5,000,000.00	3.000	3.136	485	02/29/2004
9128277M8	01277	U. S. TREASURY COUPON		03/06/2002	4,982,753.23	5,101,562.50	5,000,000.00	3.000	3.226	485	02/29/2004
9128277M8	01283	U. S. TREASURY COUPON		03/12/2002	4,985,021.58	5,101,562.50	5,000,000.00	3.000	3.501	485	02/29/2004
Subtotal and Average			19,935,253.72		19,937,140.37	20,364,062.50	20,000,000.00		3.503	401	
Federal Agency Coupons											
3134A1N71	00368	FED HOME LOAN MORT CORP		04/10/2001	5,007,696.82	5,007,812.50	5,000,000.00	6.340	4.427	11	11/12/2002
3133MD6M0	00362	FEDERAL HOME LOAN BANK		04/06/2001	5,005,365.87	5,050,000.00	5,000,000.00	5.000	4.535	105	02/14/2003
3133MD6M0	00376	FEDERAL HOME LOAN BANK		04/12/2001	5,005,842.37	5,050,000.00	5,000,000.00	5.000	4.500	105	02/14/2003
3133M5ZL7	98158	FEDERAL HOME LOAN BANK		10/28/1998	5,000,000.00	5,084,375.00	5,000,000.00	5.025	4.956	178	04/28/2003
3133MGV37	01088	FEDERAL HOME LOAN BANK		10/05/2001	5,042,006.57	5,100,000.00	5,000,000.00	4.125	2.979	287	08/15/2003
3133M5QB9	01003	FEDERAL HOME LOAN BANK		07/02/2001	5,017,937.20	5,156,250.00	5,000,000.00	5.125	4.620	318	09/15/2003
3133MJV20	01141	FEDERAL HOME LOAN BANK		11/20/2001	9,935,515.14	10,096,875.00	10,000,000.00	2.500	3.104	378	11/14/2003
3133MKFC6	01223	FEDERAL HOME LOAN BANK		01/16/2002	5,010,988.92	5,084,375.00	5,000,000.00	3.125	2.869	378	11/14/2003
31359MEG4	00375	FEDERAL NATIONAL MORT. ASSOC.		04/12/2001	5,000,880.47	5,167,187.50	5,000,000.00	4.750	4.665	378	11/14/2003
31359MLR2	01197	FEDERAL NATIONAL MORT. ASSOC.		11/26/2001	9,998,628.49	10,165,625.00	10,000,000.00	3.125	3.095	379	11/15/2003
3133MKHU4	00344	FEDERAL HOME LOAN BANK		12/26/2001	3,120,000.00	3,180,450.00	3,120,000.00	3.370	3.510	420	12/26/2003
31364GNQ8	01261	FEDERAL NATIONAL MORT. ASSOC.		03/28/2001	5,027,178.55	5,225,150.00	5,000,000.00	5.500	4.932	433	01/08/2004
3136F1GX2	01258	FEDERAL NATIONAL MORT. ASSOC.		02/22/2002	10,000,000.00	10,037,500.00	10,000,000.00	3.250	3.205	448	01/23/2004
312924Y6	01258	FED HOME LOAN MORT CORP		02/20/2002	9,997,964.41	10,203,125.00	10,000,000.00	3.400	3.369	476	02/20/2004
312924TX1	01164	FED HOME LOAN MORT CORP		12/06/2001	4,974,310.66	5,095,050.00	5,000,000.00	3.250	3.549	566	05/20/2004
31359MLQ4	02012	FEDERAL NATIONAL MORT. ASSOC.		07/12/2002	10,042,382.40	10,050,008.33	10,000,000.00	3.180	3.084	572	05/26/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,989,627.86	10,056,250.00	10,000,000.00	2.250	2.278	651	08/13/2004
31359MKW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,995,909.81	10,060,625.00	10,000,000.00	2.250	2.267	651	08/13/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,995,564.94	5,151,562.50	5,000,000.00	3.500	3.500	684	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,141,584.33	5,160,798.61	5,000,000.00	3.500	2.022	684	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,295,460.49	10,328,402.78	10,000,000.00	3.500	1.993	684	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,069,528.30	10,328,125.00	10,000,000.00	3.625	3.201	714	10/15/2004
31359MLG6	01245	FEDERAL NATIONAL MORT. ASSOC.		02/01/2002	4,969,341.47	5,098,437.50	5,000,000.00	3.600	3.872	728	10/29/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,988,318.87	5,134,375.00	5,000,000.00	3.375	3.449	745	11/15/2004
312925W55	02060	FED HOME LOAN MORT CORP		08/23/2002	10,000,000.00	9,997,400.00	10,000,000.00	2.020	2.020	845	02/23/2005
31359MME0	01268	FEDERAL NATIONAL MORT. ASSOC.		02/28/2002	10,000,000.00	10,081,250.00	10,000,000.00	4.100	4.045	850	02/28/2005

Portfolio AMOR

AC

PM (PRFCPM2) SymRept V5.02e

5.4.6

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
October 31, 2002

Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
312925NG1	02043	FED HOME LOAN MORT CORP		08/14/2002	5,104,738.67	5,105,131.94	5,000,000.00	4.300	3.619	942	05/31/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,021,844.94	10,191,250.00	10,000,000.00	3.000	2.915	1,018	08/15/2005
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,222,876.03	10,187,866.67	10,000,000.00	3.300	2.600	1,019	08/16/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,335.65	5,073,437.50	5,000,000.00	3.000	2.964	1,040	09/06/2005
3136F2FW3	02105	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,047,025.29	5,054,861.11	5,000,000.00	3.200	2.879	1,043	09/09/2005
3136F2MY1	02123	FEDERAL NATIONAL MORT. ASSOC.		10/21/2002	10,000,000.00	10,021,875.00	10,000,000.00	3.125	3.082	1,085	10/21/2005
3133MHZ98	01103	FEDERAL HOME LOAN BANK		10/24/2001	5,000,000.00	5,096,875.00	5,000,000.00	4.195	4.138	1,088	10/24/2005
3133MCT62	02061	FEDERAL HOME LOAN BANK		01/23/2001	5,000,000.00	5,040,625.00	5,000,000.00	5.830	5.750	1,179	01/23/2006
3129236Z3	01043	FED HOME LOAN MORT CORP		08/13/2001	10,000,000.00	10,078,125.00	10,000,000.00	5.000	4.931	1,197	02/10/2006
312925S35	02068	FED HOME LOAN MORT CORP		08/28/2002	10,000,000.00	10,110,937.50	10,000,000.00	3.500	3.452	1,215	02/28/2006
3129252C3	02073	FED HOME LOAN MORT CORP		09/03/2002	5,000,000.00	5,058,300.00	5,000,000.00	3.500	3.452	1,218	03/03/2006
312923XE0	00392	FED HOME LOAN MORT CORP		04/25/2001	4,990,203.13	5,082,750.00	5,000,000.00	5.650	5.637	1,271	04/25/2006
3136F2GC6	02076	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,168,750.00	10,000,000.00	3.750	3.699	1,404	09/05/2006
3136F2EX2	02077	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,140,625.00	10,000,000.00	3.550	3.501	1,404	09/05/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,956,773.15	10,356,250.00	10,000,000.00	4.125	4.186	1,484	11/24/2006
Subtotal and Average					298,969,610.80	302,928,469.44	298,120,000.00		3.445	781	

Medium Term Notes

724477AN4	00148	PITNEY BOWES CREDIT CORP		10/30/2000	4,989,142.01	5,035,700.00	5,000,000.00	5.650	6.707	75	01/15/2003
38962GRU0	00447	GENERAL ELECTRIC CAPITAL CORP		06/22/2001	5,010,363.86	5,041,850.00	5,000,000.00	5.160	4.251	94	02/03/2003
59018YAW1	00216	MERRILL LYNCH		12/20/2000	5,011,322.96	5,068,750.00	5,000,000.00	7.180	6.204	102	02/11/2003
22237LFD9	00359	COUNTRYWIDE HOME LOAN		04/05/2001	5,017,348.97	5,068,550.00	5,000,000.00	6.450	5.227	118	02/27/2003
45974VXH6	00312	INTERNATIONAL LEASE FINANCE		03/02/2001	5,602,478.12	5,636,064.00	5,600,000.00	5.340	5.143	118	02/27/2003
14912LP62	00324	CATERPILLAR FIN SERV CORP		03/13/2001	5,008,830.67	5,098,400.00	5,000,000.00	5.720	5.293	189	05/09/2003
638585AR0	00217	BANK OF AMERICA		12/20/2000	5,013,678.33	5,138,650.00	5,000,000.00	7.000	6.352	195	05/15/2003
79549BCL9	00214	SALOMON SMITH BARNEY HLD		12/19/2000	4,805,420.50	4,922,024.90	4,810,000.00	6.250	6.352	195	05/15/2003
06605TAG7	02053	FLEETBOSTON FINANCIAL CORP		08/19/2002	9,997,442.25	10,007,300.00	10,000,000.00	2.010	2.047	255	07/14/2003
375766AC6	00220	GILLETTE CO		12/21/2000	2,500,818.66	2,582,200.00	2,500,000.00	6.250	6.115	287	08/15/2003
94974BAN0	01174	WELLS FARGO & CO.		12/12/2001	5,036,053.40	5,093,550.00	5,000,000.00	4.250	3.255	318	09/15/2003
742718BK4	00385	PROCTER & GAMBLE CO		04/19/2001	4,248,178.79	4,361,391.20	4,240,000.00	5.250	4.942	332	09/29/2003
45974VVL9	00218	INTERNATIONAL LEASE FINANCE		12/20/2000	4,960,830.08	5,093,650.00	5,000,000.00	5.500	6.362	365	11/01/2003
046003JS9	00221	ASSOCIATES CORP NA		12/18/2000	4,966,131.05	5,204,687.50	5,000,000.00	5.750	6.411	365	11/01/2003
892332AG2	00372	ASSOCIATES CORP NA		12/21/2000	4,978,155.34	5,204,687.50	5,000,000.00	5.750	6.145	377	11/13/2003
617446DE6	00277	TOYOTA MOTOR CREDIT		04/11/2001	5,034,665.45	5,186,300.00	5,000,000.00	5.625	4.833	445	01/20/2004
617446DE6	00313	MORGAN STANLEY-DEAN WHITTER		02/02/2001	4,993,032.72	5,195,250.00	5,000,000.00	5.625	5.671	445	01/20/2004
		MORGAN STANLEY-DEAN WHITTER		03/02/2001	5,006,238.20	5,195,250.00	5,000,000.00	5.625	5.435	445	01/20/2004

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**PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
October 31, 2002**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Medium Term Notes											
669383CQ2	00275	WELLS FARGO FINANCIAL		02/01/2001	4,902,446.75	5,131,675.92	4,903,000.00	6.000	5.928	457	02/01/2004
94975CAE7	01123	WELLS FARGO FINANCIAL		11/07/2001	5,150,320.31	5,246,550.00	5,000,000.00	5.450	3.306	549	05/03/2004
45974VXT0	01299	INTERNATIONAL LEASE FINANCE		03/26/2002	5,028,167.59	5,110,850.00	5,000,000.00	5.350	4.865	551	05/05/2004
00138PAA7	01309	AIG FUNDING INC		04/04/2002	5,066,954.76	5,216,050.00	5,000,000.00	5.200	4.212	556	05/10/2004
59018YKB6	01108	MERRILL LYNCH		10/26/2001	5,100,430.77	5,214,100.00	5,000,000.00	5.350	3.974	592	06/15/2004
07274RCM4	01292	BAYERISCHE LANDESBK NY		03/19/2002	5,072,020.39	5,230,000.00	5,000,000.00	5.000	4.054	627	07/20/2004
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,998,998.11	5,181,450.00	5,000,000.00	4.050	4.005	760	11/30/2004
36962GX85	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,986,118.66	5,174,550.00	5,000,000.00	4.250	4.323	819	01/28/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,615,936.72	7,640,371.63	7,300,000.00	4.125	2.937	972	06/30/2005
172967BA8	02139	CITIGROUP INC		10/31/2002	11,316,850.00	11,316,850.00	10,000,000.00	6.750	3.321	1,126	12/01/2005
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,185,977.97	7,385,156.25	6,900,000.00	6.150	4.655	1,182	01/26/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,091,330.47	5,296,093.75	5,000,000.00	5.000	4.421	1,444	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,006,771.41	5,271,200.00	5,000,000.00	4.750	4.646	1,444	10/15/2006
Subtotal and Average					168,648,455.27	172,549,152.65	166,253,000.00		4.585	540	

Collateralized CDs

CD01237	01237	PLACER SIERRA SAVINGS BANK		01/28/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.090	241	06/30/2003
CD01208	01208	PLACER SIERRA SAVINGS BANK		01/02/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	243	07/02/2003
CD01230	01230	PLACER SIERRA SAVINGS BANK		01/18/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	259	07/18/2003
CD	02033	PLACER SIERRA SAVINGS BANK		08/01/2002	2,000,000.00	2,000,000.00	2,000,000.00	2.470	2.470	274	08/02/2003
CD01264	01264	RIVER CITY BANK		02/25/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	297	08/25/2003
CD01284	01284	ROSEVILLE FIRST NATIONAL BANK		03/12/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	315	09/12/2003
CD01300	01300	RIVER CITY BANK		03/26/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	326	09/23/2003
CD01342	01342	AUBURN COMMUNITY BANK		04/29/2002	500,000.00	500,000.00	500,000.00	2.960	2.960	362	10/29/2003
Subtotal and Average					8,500,000.00	8,500,000.00	8,500,000.00		3.597	284	

Small Business Administration Loans

SBA83052D	83052D	WHITE, RICHARD & KAREN		07/01/2002	3,236.85	3,236.85	3,236.85	5.250	5.178	140	03/21/2003
Subtotal and Average					3,236.85	3,236.85	3,236.85		5.178	140	

Commercial Paper Disc. - Amortizing

82656UL14	02140	SIGMA FINANCE		10/31/2002	10,000,000.00	9,999,376.00	10,000,000.00	1.890	1.890	0	11/01/2002
9026X1L13	02138	UBS AMERICAS INC		10/31/2002	19,400,000.00	19,398,789.44	19,400,000.00	1.890	1.890	0	11/01/2002
39789ML46	02094	GREYHAWK FUNDING LLC		07/02/2002	4,999,262.50	4,999,262.50	5,000,000.00	1.770	1.781	3	11/04/2002
90262DL60	02137	UBS FINANCE, INC - DELAWARE		10/30/2002	19,995,083.34	19,995,083.34	20,000,000.00	1.770	1.771	5	11/06/2002
5705XSL74	02129	MARKET ST. FUNDING CORP		10/25/2002	14,995,550.00	14,995,550.00	15,000,000.00	1.780	1.781	6	11/07/2002
03216SL81	02126	AMSTEL FUNDING		10/23/2002	9,996,577.78	9,996,577.78	10,000,000.00	1.760	1.761	7	11/08/2002

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PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
October 31, 2002

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Commercial Paper Disc. -Amortizing											
07712ULD7	02111	BEETHOVEN FUNDING CORP		10/09/2002	9,994,066.67	9,994,066.67	10,000,000.00	1.780	1.783	12	11/13/2002
07712ULK1R	02098	BEETHOVEN FUNDING CORP		09/27/2002	9,991,000.00	9,991,000.00	10,000,000.00	1.800	1.805	18	11/19/2002
92646LLL2	02121	VICTORY RECEIVABLES		10/18/2002	9,990,447.22	9,990,447.22	10,000,000.00	1.810	1.813	19	11/20/2002
56274MLR1	02134	MANHATTAN ASSET FUNDING		10/29/2002	14,981,800.00	14,981,799.99	15,000,000.00	1.820	1.822	24	11/25/2002
		Subtotal and Average	107,956,433.43		124,343,787.51	124,341,952.94	124,400,000.00		1.813	9	
Federal Agency Disc. -Amortizing											
863872BC0	01242	STUDENT LOAN MKTG ASSOC DISC		01/30/2002	4,973,658.33	4,982,000.00	5,000,000.00	2.180	2.247	87	01/27/2003
		Subtotal and Average	5,969,116.67		4,973,658.33	4,982,000.00	5,000,000.00		2.247	87	
		Total Investments and Average	617,295,980.61		625,375,889.13	633,668,874.38	622,276,236.85		3.449	538	

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PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Cash
October 31, 2002

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM	Days to 360 Maturity
Cash Accounts										
00000		PLACER COUNTY CASH			19,268,217.81	19,268,217.81			0.000	1
00000	VAULT	PLACER COUNTY CASH			1,330,511.67	1,330,511.67			0.000	1
		Cash Subtotal and Average Balance	21,623,461.17		20,598,729.48	Cash Account Total				
		Total Cash and Investments	638,919,441.78		645,974,618.61	654,267,603.86	642,874,966.33		3.449	538

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Run Date: 11/18/2002 - 15:33

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Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer



COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of NOVEMBER 30, 2002

5.4.11

2976 Richardson Drive • Auburn, California 95603
Tax Collector (530) 889-4120 • Business Licenses (530) 889-4131 • Treasurer (530) 889-4140 • Bonds (530) 889-4143

PREFACE

Placer County Treasurer's Investment Report

November 30, 2002

Market values are only relevant if the investment is sold prior to maturity. Profit or loss would be realized only if the specific investment were to be sold.

The following report reflects the change from cash to accrual basis effective March 31, 2000. The current book value of the Placer County Treasurer's Investment Portfolio reflects this change.

For the purpose of clarity the following glossary of investment terms has been provided.

Book Value is the purchase price of a security plus amortization of any premium or discount. This may be more or less than face value, depending upon whether the security was purchased at a premium or at a discount.

Face Value is the principal amount of a security and the amount of principal that will be paid at maturity.

Market Value is the value at which a security can be sold at the time it is priced or the need to sell arises.

Government Code 53646 Compliance Report

The following information is a monthly update of funds on deposit in the Placer County Treasury pursuant to California Government code Section 53646. Further details of individual investments are included in the Treasurer's Monthly Investment Report. All investment transactions and decisions have been made with full compliance with California Government Code and Placer County's Statement of Investment Policy.

Individual securities are priced at the end of each month. The source of pricing is Bank of New York.

The Weighted Average Maturity of the investments with the Treasury is 651 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$219,652,755.50 in cash and investments maturing in the next 180 days.

5.4.12



Placer County

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Summary
November 30, 2002

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	19,940,913.70	20,298,437.50	20,000,000.00	3.35	701	371	3.503	3.552
Federal Agency Coupons	323,384,019.69	326,467,629.86	322,620,000.00	54.37	1,123	871	3.480	3.528
Medium Term Notes	178,004,535.80	181,343,967.63	175,648,000.00	29.93	963	538	4.594	4.658
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	1.43	501	254	3.597	3.646
Small Business Administration Loans	3,236.85	3,236.85	3,236.85	0.00	263	110	5.178	5.250
Commercial Paper Disc. -Amortizing	59,996,277.78	59,996,276.00	60,000,000.00	10.09	12	2	1.354	1.373
Federal Agency Disc. -Amortizing	4,982,741.67	4,990,500.00	5,000,000.00	0.84	362	57	2.247	2.278
Investments	594,811,725.49	601,600,047.84	591,771,236.85	100.00%	934	651	3.591	3.641

Cash								
Passbook/Checking (not included in yield calculations)	37,239,518.65	37,239,518.65	37,239,518.65		1	1	0.000	0.000
Total Cash and Investments	632,051,244.14	638,839,566.49	629,010,755.50		934	651	3.591	3.641

Total Earnings	November 30 Month Ending	Fiscal Year To Date
Current Year	1,799,647.75	9,442,394.81

Average Daily Balance	644,717,719.53	636,875,781.19
Effective Rate of Return	3.40%	3.54%

Arla J. Huckaby
ARLA J. HUCKABY, INVESTMENT OFFICER
12-10-02

5-4-13

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Placer County

PLACER COUNTY 2002/2003
Investment Purchases Report
Sorted by Purchase Date
November 1, 2002 - November 30, 2002

CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
9026X1L7	02141	1010	ACP	UBSAM	30,000,000.00	11/01/2002	11/04 - At Maturity	29,995,475.00		1.810	11/04/2002	1.835	0.00
89673SL54	02142	1010	ACP	TRIPLE	38,000,000.00	11/04/2002	11/05 - At Maturity	37,998,173.89		1.730	11/05/2002	1.754	0.00
0717K3L65	02143	1010	ACP	BAVF	33,000,000.00	11/05/2002	11/06 - At Maturity	32,998,423.33		1.720	11/06/2002	1.744	0.00
27003LL76	02144	1010	ACP	EAGLE	34,000,000.00	11/06/2002	11/07 - At Maturity	33,998,507.78		1.580	11/07/2002	1.602	0.00
92648LL73	02145	1010	ACP	VICTOR	20,000,000.00	11/06/2002	11/07 - At Maturity	19,999,133.33		1.560	11/07/2002	1.582	0.00
3128X0GG8	02147	1010	FAC	FHLMC	10,000,000.00	11/07/2002	05/07 - 11/07	10,000,000.00		4.100	11/07/2002	4.100	10,000,000.00
5705X5M40	02148	1010	ACP	MKTS	20,000,000.00	11/07/2002	12/04 - At Maturity	19,980,200.00		1.320	12/04/2002	1.340	19,997,800.00
85520ML84	02146	1010	ACP	SBIRD	42,000,000.00	11/07/2002	11/08 - At Maturity	41,998,471.67		1.310	11/08/2002	1.328	0.00
27003LLC5	02149	1010	ACP	EAGLE	35,000,000.00	11/08/2002	11/12 - At Maturity	34,995,138.89		1.250	11/12/2002	1.268	0.00
86562MLR5	02150	1010	ACP	TRF	15,421,000.00	11/08/2002	11/25 - At Maturity	15,411,678.86		1.280	11/25/2002	1.299	0.00
85520MLD3	02151	1010	ACP	SBIRD	40,000,000.00	11/12/2002	11/13 - At Maturity	39,998,555.56		1.300	11/13/2002	1.318	0.00
0075N3LE8	02152	1010	ACP	ADVASS	46,500,000.00	11/13/2002	11/14 - At Maturity	46,498,282.08		1.330	11/14/2002	1.349	0.00
3133MTDG0	02155	1010	FAC	FHLB	4,500,000.00	11/14/2002	05/14 - 11/14	4,502,812.50		4.430	11/14/2002	4.416	4,502,546.87
3136F2RT7	02154	1010	FAC	FNMA	10,000,000.00	11/14/2002	05/14 - 11/14	10,000,000.00		4.000	11/14/2002	4.000	10,000,000.00
90262DLF0	02153	1010	ACP	UBSF	34,500,000.00	11/14/2002	11/15 - At Maturity	34,498,821.25		1.230	11/15/2002	1.247	0.00
03218SLJ7	02156	1010	ACP	AMSTEL	34,500,000.00	11/15/2002	11/18 - At Maturity	34,496,061.25		1.370	11/18/2002	1.389	0.00
36380MLK9	02157	1010	ACP	GALCAP	38,500,000.00	11/18/2002	11/19 - At Maturity	38,498,599.03		1.310	11/19/2002	1.328	0.00
36380MLL7	02158	1010	ACP	GALCAP	47,000,000.00	11/19/2002	11/20 - At Maturity	46,998,433.33		1.200	11/20/2002	1.217	0.00
36380MLM5	02159	1010	ACP	GALCAP	47,000,000.00	11/20/2002	11/21 - At Maturity	46,998,446.39		1.190	11/21/2002	1.207	0.00
36962GZM9	02160	1010	MTN	GE CAP	9,395,000.00	11/20/2002	04/03 - 10/03	9,392,181.50	37,454.73	2.990	10/03/2005	3.000	9,429,666.24
3128X0GL7	02162	1010	FAC	FHLMC	5,000,000.00	11/21/2002	05/21 - 11/21	5,000,000.00		3.500	11/21/2008	3.500	5,000,000.00
36380MLN3	02161	1010	ACP	GALCAP	43,000,000.00	11/22/2002	11/22 - At Maturity	42,998,495.00		1.260	11/22/2002	1.278	0.00
5705X5LR0	02163	1010	ACP	MKTS	41,500,000.00	11/22/2002	11/25 - At Maturity	41,495,677.08		1.250	11/25/2002	1.267	0.00
3133MTFN3	02165	1010	FAC	FHLB	10,000,000.00	11/25/2002	05/25 - 11/25	10,000,000.00		3.230	11/25/2005	3.230	10,000,000.00
36380MLS2	02164	1010	ACP	GALCAP	34,000,000.00	11/25/2002	11/26 - At Maturity	33,998,800.56		1.270	11/26/2002	1.288	0.00
36380MLT0	02166	1010	ACP	GALCAP	39,000,000.00	11/26/2002	11/27 - At Maturity	38,998,570.00		1.320	11/27/2002	1.338	0.00
36380MM28	02167	1010	ACP	GALCAP	40,000,000.00	11/27/2002	12/02 - At Maturity	39,992,388.89		1.370	12/02/2002	1.389	39,998,477.78
Total Purchases									801,816,000.00				
									801,741,327.17				108,928,490.89
									37,454.73				

Investment Type Codes:

ABA	Bankers Acceptance	GN2	Small Business Administration Loans
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	TRC	U.S. Treasury - Coupons
AFD	Federal Agency Discounts	ATD	U.S. Treasury-Discounts
LA5	Local Agency Inv Fund		

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**PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
November 30, 2002**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Funds											
99-31-000	00000LAIF	LOCAL AGENCY INV FUND			0.00	0.00	0.00	2.301	2.269	1	
Subtotal and Average			0.00		0.00	0.00			0.000	0	
U.S. Treasury Coupons											
9128276V9	01008	U. S. TREASURY COUPON		07/05/2001	5,000,665.42	5,050,000.00	5,000,000.00	4.250	4.147	120	03/31/2003
9128277M8	01273	U. S. TREASURY COUPON		03/04/2002	4,989,243.04	5,082,812.50	5,000,000.00	3.000	3.136	455	02/29/2004
9128277M8	01277	U. S. TREASURY COUPON		03/06/2002	4,983,820.04	5,082,812.50	5,000,000.00	3.000	3.226	455	02/29/2004
9128277M8	01283	U. S. TREASURY COUPON		03/12/2002	4,967,185.20	5,082,812.50	5,000,000.00	3.000	3.501	455	02/29/2004
Subtotal and Average			19,939,089.93		19,940,913.70	20,298,437.50	20,000,000.00		3.503	371	
Federal Agency Coupons											
3133MD6M0	00362	FEDERAL HOME LOAN BANK		04/06/2001	5,003,802.99	5,035,937.50	5,000,000.00	5.000	4.535	75	02/14/2003
3133MD6M0	00376	FEDERAL HOME LOAN BANK		04/12/2001	5,004,140.71	5,035,937.50	5,000,000.00	5.000	4.500	75	02/14/2003
3133M5ZL7	98158	FEDERAL HOME LOAN BANK		10/28/1998	5,000,000.00	5,073,437.50	5,000,000.00	5.025	4.956	148	04/28/2003
3133MGV37	01088	FEDERAL HOME LOAN BANK		10/05/2001	5,037,569.25	5,092,187.50	5,000,000.00	4.125	2.979	257	08/15/2003
3133M5QB9	01003	FEDERAL HOME LOAN BANK		07/02/2001	5,016,223.46	5,140,625.00	5,000,000.00	5.125	4.620	288	09/15/2003
3133MJVZ0	01141	FEDERAL HOME LOAN BANK		11/20/2001	9,940,701.59	10,081,250.00	10,000,000.00	2.500	3.104	348	11/14/2003
3133MKFC6	01223	FEDERAL HOME LOAN BANK		01/16/2002	5,010,086.70	5,068,750.00	5,000,000.00	3.125	2.869	348	11/14/2003
31359MEG4	00375	FEDERAL NATIONAL MORT. ASSOC.		04/12/2001	5,000,809.66	5,146,875.00	5,000,000.00	4.750	4.665	348	11/14/2003
31359MLR2	01147	FEDERAL NATIONAL MORT. ASSOC.		12/26/2001	9,998,738.50	10,143,750.00	10,000,000.00	3.125	3.095	349	11/15/2003
3133MKHU4	01197	FEDERAL HOME LOAN BANK		12/26/2001	3,120,000.00	3,173,625.00	3,120,000.00	3.370	3.510	390	12/26/2003
31364GNO8	00344	FEDERAL NATIONAL MORT. ASSOC.		03/28/2001	5,025,269.05	5,202,550.00	5,000,000.00	5.500	4.932	403	01/08/2004
3136F1GX2	01261	FEDERAL NATIONAL MORT. ASSOC.		02/22/2002	10,000,000.00	10,021,875.00	10,000,000.00	3.250	3.205	418	01/23/2004
3129244Y6	01258	FED HOME LOAN MORT CORP		02/20/2002	9,988,094.62	10,175,100.00	10,000,000.00	3.400	3.369	446	02/20/2004
312924TX1	01164	FED HOME LOAN MORT CORP		12/06/2001	4,975,689.34	5,072,000.00	5,000,000.00	3.250	3.549	536	05/20/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,990,112.53	10,006,250.00	10,000,000.00	2.250	2.278	621	08/13/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,996,305.38	10,010,625.00	10,000,000.00	2.250	2.267	621	08/13/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,995,762.34	5,117,187.50	5,000,000.00	3.500	3.500	654	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,135,693.46	5,126,423.61	5,000,000.00	3.500	2.022	654	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,283,434.55	10,259,652.78	10,000,000.00	3.500	1.993	654	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,066,565.45	10,259,375.00	10,000,000.00	3.500	3.201	684	10/15/2004
31359MLG6	01245	FEDERAL NATIONAL MORT. ASSOC.		02/01/2002	4,970,622.47	5,100,000.00	5,000,000.00	3.625	3.872	698	10/15/2004
3133MJUJ7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,988,796.30	5,104,687.50	5,000,000.00	3.375	3.449	715	11/15/2004
312925W55	02060	FED HOME LOAN MORT CORP		08/23/2002	10,000,000.00	9,997,400.00	10,000,000.00	1.674	1.685	815	02/23/2005
31359MME0	01268	FEDERAL NATIONAL MORT. ASSOC.		02/28/2002	10,000,000.00	10,085,625.00	10,000,000.00	4.100	4.045	820	02/28/2005
312925NG1	02043	FED HOME LOAN MORT CORP		08/14/2002	5,096,048.11	5,102,006.94	5,000,000.00	4.300	3.619	912	05/31/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,021,491.01	10,072,500.00	10,000,000.00	3.000	2.915	988	08/15/2005

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PLACER COUNTY 2002/2003 Portfolio Management Portfolio Details - Investments November 30, 2002

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,214,536.06	10,144,541.67	10,000,000.00	3.300	2.600	989	08/16/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/05/2002	4,999,355.09	5,039,062.50	5,000,000.00	3.000	2.964	1,010	09/06/2005
3136F2PW3	02105	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,043,527.15	5,050,173.61	5,000,000.00	3.200	2.879	1,013	09/09/2005
3136F2MY1	02123	FEDERAL NATIONAL MORT. ASSOC.		10/21/2002	10,000,000.00	10,015,625.00	10,000,000.00	3.125	3.082	1,055	10/21/2005
3133MHZ98	01103	FEDERAL HOME LOAN BANK		10/24/2001	5,000,000.00	5,098,437.50	5,000,000.00	4.195	4.138	1,058	10/24/2005
3133MTFN3	02165	FEDERAL HOME LOAN BANK		11/25/2002	10,000,000.00	10,021,875.00	10,000,000.00	3.230	3.186	1,090	11/25/2005
3133MCT62	00261	FEDERAL HOME LOAN BANK		01/23/2001	5,000,000.00	5,026,562.50	5,000,000.00	5.830	5.750	1,149	01/23/2006
3129236Z3	01043	FED HOME LOAN MORT CORP		08/13/2001	10,000,000.00	10,056,250.00	10,000,000.00	5.000	4.931	1,167	02/10/2006
312925S35	02068	FED HOME LOAN MORT CORP		08/28/2002	10,000,000.00	10,086,900.00	10,000,000.00	3.500	3.452	1,185	02/28/2006
3129252C3	02073	FED HOME LOAN MORT CORP		09/03/2002	5,000,000.00	5,047,300.00	5,000,000.00	3.500	3.452	1,188	03/03/2006
312923XE0	00392	FED HOME LOAN MORT CORP		04/25/2001	4,990,437.50	5,071,600.00	5,000,000.00	5.650	5.637	1,241	04/25/2006
3136F2GC6	02076	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,121,875.00	10,000,000.00	3.750	3.699	1,374	09/05/2006
3136F2EX2	02077	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,071,875.00	10,000,000.00	3.550	3.501	1,374	09/05/2006
3128X0GL7	02162	FED HOME LOAN MORT CORP		11/21/2002	5,000,000.00	5,013,350.00	5,000,000.00	3.500	3.452	1,451	11/21/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,957,659.55	10,231,250.00	10,000,000.00	4.125	4.186	1,454	11/24/2006
3128X0GG8	02147	FED HOME LOAN MORT CORP		11/07/2002	10,000,000.00	10,065,700.00	10,000,000.00	4.100	4.044	1,802	11/07/2007
3133MTDG0	02155	FEDERAL HOME LOAN BANK		11/14/2002	4,502,546.87	4,521,093.75	4,500,000.00	4.430	4.355	1,809	11/14/2007
3136F2RT7	02154	FEDERAL NATIONAL MORT. ASSOC.		11/14/2002	10,000,000.00	10,090,625.00	10,000,000.00	4.000	3.945	1,809	11/14/2007
Subtotal and Average					323,384,019.69	326,467,629.86	322,620,000.00		3.480	871	

Medium Term Notes											
724477AN4	00148	PITNEY BOWES CREDIT CORP		10/30/2000	4,993,543.90	5,022,500.00	5,000,000.00	5.650	6.707	45	01/15/2003
36962GRU0	00447	GENERAL ELECTRIC CAPITAL CORP		06/22/2001	5,006,984.34	5,030,500.00	5,000,000.00	5.180	4.251	64	02/03/2003
59018YAW1	00216	MERRILL LYNCH		12/20/2000	5,007,926.07	5,050,750.00	5,000,000.00	7.180	6.204	72	02/11/2003
22237LFD9	00359	COUNTRYWIDE HOME LOAN		04/05/2001	5,012,862.17	5,053,600.00	5,000,000.00	6.450	5.227	88	02/27/2003
45974VXH6	00312	INTERNATIONAL LEASE FINANCE		03/02/2001	5,601,837.22	5,646,032.00	5,600,000.00	5.340	5.143	88	02/27/2003
14912LP62	00324	CATERPILLAR FIN SERV CORP		03/13/2001	5,007,421.52	5,088,250.00	5,000,000.00	7.720	5.293	159	05/09/2003
638585AR0	00217	BANK OF AMERICA		12/20/2000	5,011,563.13	5,121,500.00	5,000,000.00	7.000	6.352	165	05/15/2003
79549BCL9	00214	SALOMON SMITH BARNEY HLD		12/19/2000	4,806,128.67	4,908,220.20	4,810,000.00	6.250	6.352	165	05/15/2003
06605TAG7	02053	FLEETBOSTON FINANCIAL CORP		08/19/2002	9,997,743.16	10,009,100.00	10,000,000.00	2.010	2.047	225	07/14/2003
375766AC6	00220	GILLETTE CO		12/21/2000	2,500,732.18	2,574,525.00	2,500,000.00	6.250	6.115	257	08/15/2003
94974BAN0	01174	WELLS FARGO & CO.		12/12/2001	5,032,244.94	5,086,100.00	5,000,000.00	4.250	3.255	257	08/15/2003
742718BK4	00385	PROCTER & GAMBLE CO		04/19/2001	4,247,397.38	4,350,367.20	4,240,000.00	5.250	4.942	288	09/15/2003
45974VVL9	00218	INTERNATIONAL LEASE FINANCE		12/20/2000	4,964,412.69	5,127,850.00	5,000,000.00	5.500	6.362	302	09/29/2003
046003JS9	00211	ASSOCIATES CORP NA		12/18/2000	4,968,953.46	5,180,050.00	5,000,000.00	5.750	6.411	335	11/01/2003
046003JS9	00221	ASSOCIATES CORP NA		12/21/2000	4,979,975.73	5,180,050.00	5,000,000.00	5.750	6.145	335	11/01/2003

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**PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
November 30, 2002**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Medium Term Notes											
892332AG2	00372	TOYOTA MOTOR CREDIT		04/11/2001	5,031,859.85	5,169,200.00	5,000,000.00	5.625	4.833	347	11/13/2003
617446DE6	00277	MORGAN STANLEY-DEAN WHITTER		02/02/2001	4,993,508.85	5,192,800.00	5,000,000.00	5.625	5.671	415	01/20/2004
617446DE6	00313	MORGAN STANLEY-DEAN WHITTER		03/02/2001	5,005,811.90	5,192,800.00	5,000,000.00	5.625	5.435	415	01/20/2004
669383CQ2	00275	WELLS FARGO FINANCIAL		02/01/2001	4,902,483.63	5,110,347.87	4,903,000.00	6.000	5.928	427	02/01/2004
94975CAE7	01123	WELLS FARGO FINANCIAL		11/07/2001	5,142,000.00	5,220,800.00	5,000,000.00	5.450	3.306	519	05/03/2004
45974VXT0	01299	INTERNATIONAL LEASE FINANCE		03/26/2002	5,026,614.23	5,132,000.00	5,000,000.00	5.350	4.885	521	05/05/2004
00138PAA7	01309	AIG FUNDING INC		04/04/2002	5,063,296.03	5,193,900.00	5,000,000.00	5.200	4.212	526	05/10/2004
59018YKB6	01108	MERRILL LYNCH		10/26/2001	5,095,271.65	5,199,800.00	5,000,000.00	5.350	3.974	562	06/15/2004
07274RCM4	01292	BAYERISCHE LANDESBK NY		03/19/2002	5,068,529.90	5,197,450.00	5,000,000.00	5.000	4.054	597	07/20/2004
89233PNC7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,038.24	5,146,200.00	5,000,000.00	4.050	4.005	730	11/30/2004
36962GXB5	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,986,634.69	5,178,800.00	5,000,000.00	4.250	4.323	789	01/28/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,609,114.89	7,602,703.63	7,300,000.00	4.125	2.937	942	06/30/2005
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,429,666.24	9,376,084.73	9,395,000.00	2.990	2.959	1,037	10/03/2005
172967BA8	02139	CITIGROUP INC		10/31/2002	11,236,320.27	11,219,250.00	10,000,000.00	6.750	3.321	1,096	12/01/2005
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,178,613.73	7,346,637.00	6,900,000.00	6.150	4.655	1,152	01/26/2006
079860AC8	01130	BELLSOUTH CORPORATION		11/13/2001	5,089,406.38	5,229,950.00	5,000,000.00	5.000	4.421	1,414	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,006,628.76	5,205,850.00	5,000,000.00	4.750	4.646	1,414	10/15/2006
Subtotal and Average					178,004,535.80	181,343,967.63	175,648,000.00		4.594	538	

Collateralized CDs

CD01237	01237	PLACER SIERRA SAVINGS BANK		01/28/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.090	211	06/30/2003
CD01208	01208	PLACER SIERRA SAVINGS BANK		01/02/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	213	07/02/2003
CD01230	01230	PLACER SIERRA SAVINGS BANK		01/18/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	229	07/18/2003
CD	02033	PLACER SIERRA SAVINGS BANK		08/01/2002	2,000,000.00	2,000,000.00	2,000,000.00	2.470	2.470	244	08/02/2003
CD01264	01264	RIVER CITY BANK		02/25/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	267	08/25/2003
CD01284	01284	ROSEVILLE FIRST NATIONAL BANK		03/12/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	285	09/12/2003
CD01300	01300	RIVER CITY BANK		03/26/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	296	09/23/2003
CD01342	01342	AUBURN COMMUNITY BANK		04/29/2002	500,000.00	500,000.00	500,000.00	2.960	2.960	332	10/29/2003
Subtotal and Average					8,500,000.00	8,500,000.00	8,500,000.00		3.597	254	

Small Business Administration Loans

SBA83052D	83052D	WHITE, RICHARD & KAREN		07/01/2002	3,236.85	3,236.85	3,236.85	5.250	5.178	110	03/21/2003
Subtotal and Average					3,236.85	3,236.85	3,236.85		5.178	110	

Commercial Paper Disc. -Amortizing

36380MM28	02167	GALLEON CAPITAL		11/27/2002	39,998,477.78	39,998,476.00	40,000,000.00	1.370	1.370	1	12/02/2002
5705X5M40	02148	MARKET ST. FUNDING CORP		11/07/2002	19,997,800.00	19,997,800.00	20,000,000.00	1.320	1.321	3	12/04/2002

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PLACER COUNTY 2002/2003
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Portfolio Details - Investments
November 30, 2002

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Disc. -Amortizing			100,695,185.32		59,996,277.78	59,996,276.00	60,000,000.00		1.354	2	
863872BC0	01242	STUDENT LOAN MKTG ASSOC DISC		01/30/2002	4,982,741.67	4,990,500.00	5,000,000.00	2.180	2.247	57	01/27/2003
		Subtotal and Average	4,978,351.39		4,982,741.67	4,990,500.00	5,000,000.00		2.247	57	
		Total Investments and Average	620,172,647.58		594,811,725.49	601,600,047.84	591,771,236.85		3.591	651	

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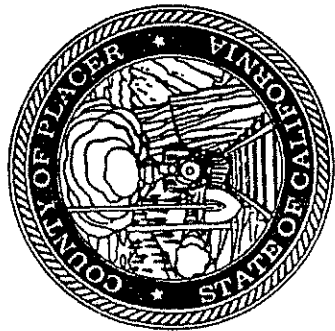
PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Cash
November 30, 2002

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity
Cash Accounts										
	00000	PLACER COUNTY CASH			36,396,254.44	36,396,254.44			0.000	1
	00000VAULT	PLACER COUNTY CASH			843,264.21	843,264.21			0.000	1
	Cash Subtotal and Average Balance		24,545,071.95		37,239,518.65	Cash Account Total				1
	Total Cash and Investments		644,717,719.53		632,051,244.14	638,839,566.49	629,010,755.50		3.591	651

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Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer



COUNTY OF PLACER

TREASURER'S INVESTMENT REPORT

For the Month of DECEMBER 31, 2002

5.4-20

2976 Richardson Drive • Auburn, California 95603
Tax Collector (530) 889-4120 • Business Licenses (530) 889-4131 • Treasurer (530) 889-4140 • Bonds (530) 889-4143

PREFACE

Placer County Treasurer's Investment Report

December 31, 2002

Market values are only relevant if the investment is sold prior to maturity. Profit or loss would be realized only if the specific investment were to be sold.

The following report reflects the change from cash to accrual basis effective March 31, 2000. The current book value of the Placer County Treasurer's Investment Portfolio reflects this change.

For the purpose of clarity the following glossary of investment terms has been provided.

Book Value is the purchase price of a security plus amortization of any premium or discount. This may be more or less than face value, depending upon whether the security was purchased at a premium or at a discount.

Face Value is the principal amount of a security and the amount of principal that will be paid at maturity.

Market Value is the value at which a security can be sold at the time it is priced or the need to sell arises.

Government Code 53646 Compliance Report

The following information is a monthly update of funds on deposit in the Placer County Treasury pursuant to California Government code Section 53646. Further details of individual investments are included in the Treasurer's Monthly Investment Report. All investment transactions and decisions have been made with full compliance with California Government Code and Placer County's Statement of Investment Policy.

Individual securities are priced at the end of each month. The source of pricing is Bank of New York.

The Weighted Average Maturity of the investments with the Treasury is 640 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$224,008,920.20 in cash and investments maturing in the next 180 days.

5.4.21



Placer County

PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Summary
December 31, 2002

Investments	Book Value	Market Value	Par Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	19,944,812.79	20,337,500.00	20,000,000.00	2.75	701	340	3.503	3.551
Federal Agency Coupons	398,344,643.77	403,378,160.42	397,620,000.00	54.92	1,142	909	3.389	3.436
Medium Term Notes	177,551,926.37	181,729,752.07	175,648,000.00	24.48	963	506	4.598	4.661
Collateralized CDs	8,500,000.00	8,500,000.00	8,500,000.00	1.17	501	223	3.597	3.646
Small Business Administration Loans	2,063.93	2,063.93	2,063.93	0.00	263	79	5.178	5.250
Commercial Paper Disc. -Amortizing	115,931,140.08	115,931,140.04	116,083,000.00	15.98	44	34	1.303	1.321
Federal Agency Disc. -Amortizing	4,992,127.78	4,996,000.00	5,000,000.00	0.69	362	26	2.247	2.278
Investments	725,266,714.72	734,874,616.46	722,853,063.93	100.00%	897	640	3.349	3.395

Cash								
Passbook/Checking (not included in yield calculations)	41,513,856.27	41,513,856.27	41,513,856.27		1	1	0.000	0.000
Total Cash and Investments	766,780,570.99	776,388,472.73	764,366,920.20		897	640	3.349	3.395

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	1,949,942.67	11,390,445.81

Average Daily Balance	726,008,346.77	651,805,605.73
Effective Rate of Return	3.16%	3.47%

Arla J. Huckaby
ARLA J. HUCKABY, INVESTMENT OFFICER

5.4.22

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PLACER COUNTY 2002/2003
Investment Purchases Report
Sorted by Purchase Date
December 1, 2002 - December 31, 2002

Placer County

CUSIP	Investment #	Fund	Inv. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value
07712UM38	02168	1010	ACP	BEETVN	40,000,000.00	12/02/2002	12/03 - At Maturity	39,998,522.22		1.330	12/03/2002	1.349	0.00
27003LM34	02169	1010	ACP	EAGLE	17,000,000.00	12/02/2002	12/03 - At Maturity	16,999,376.67		1.320	12/03/2002	1.338	0.00
07712UMB0	02171	1010	ACP	BEETVN	17,000,000.00	12/03/2002	12/11 - At Maturity	16,995,088.89		1.300	12/11/2002	1.318	0.00
27003LM42	02170	1010	ACP	EAGLE	42,000,000.00	12/03/2002	12/04 - At Maturity	41,998,518.33		1.270	12/04/2002	1.288	0.00
90262DM51	02172	1010	ACP	UBSF	45,000,000.00	12/04/2002	12/05 - At Maturity	44,998,487.50		1.210	12/05/2002	1.227	0.00
90262DMB8	02173	1010	ACP	UBSF	20,000,000.00	12/04/2002	12/11 - At Maturity	19,995,177.78		1.240	12/11/2002	1.258	0.00
27003LM67	02174	1010	ACP	EAGLE	45,000,000.00	12/05/2002	12/06 - At Maturity	44,998,412.50		1.270	12/06/2002	1.288	0.00
3133MTU22	02175	1010	FAC	FHLB	5,000,000.00	12/05/2002	03/05 - 09/05	4,996,875.00		3.280	09/05/2006	3.297	4,996,935.19
07712UNH6	02177	1010	FAC	BEETVN	5,000,000.00	12/06/2002	01/17 - At Maturity	4,991,541.67		1.450	01/17/2003	1.473	4,996,777.78
3136F2UB2	02178	1010	FAC	FNMA	10,000,000.00	12/06/2002	06/06 - 12/06	9,993,750.00		3.050	06/06/2006	3.069	9,994,618.06
85520MM91	02176	1010	ACP	SBIRD	48,000,000.00	12/06/2002	12/09 - At Maturity	47,994,920.00		1.270	12/09/2002	1.288	0.00
07712UP50	02180	1010	ACP	BEETVN	15,000,000.00	12/09/2002	02/05 - At Maturity	14,966,166.67		1.400	02/05/2003	1.423	14,979,583.34
07712UQ34	02181	1010	ACP	BEETVN	15,000,000.00	12/09/2002	03/03 - At Maturity	14,951,000.00		1.400	03/03/2003	1.424	14,964,416.67
27003LMA8	02179	1010	ACP	EAGLE	44,679,000.00	12/09/2002	12/10 - At Maturity	44,677,411.41		1.280	12/10/2002	1.298	0.00
36380MMB8	02182	1010	ACP	GALCAP	27,550,000.00	12/10/2002	12/11 - At Maturity	27,549,012.79		1.290	12/11/2002	1.308	0.00
82656UMB1	02183	1010	ACP	SIGMA	28,000,000.00	12/10/2002	12/11 - At Maturity	27,999,027.78	7,625.00	1.250	12/11/2002	1.267	0.00
3136F2VG0	02188	1010	FAC	FNMA	15,000,000.00	12/11/2002	06/05 - 12/05	15,009,375.00		3.050	06/05/2006	3.031	15,016,470.34
36380MMC6	02184	1010	ACP	GALCAP	33,000,000.00	12/11/2002	12/12 - At Maturity	32,998,845.00		1.260	12/12/2002	1.278	0.00
41068LM17	02187	1010	ACP	HANFVN	15,000,000.00	12/11/2002	12/20 - At Maturity	14,995,012.50		1.330	12/20/2002	1.349	0.00
87123MTB6	02186	1010	ACP	SYDNEY	14,083,000.00	12/11/2002	06/11 - At Maturity	13,983,323.66		1.400	06/11/2003	1.430	13,994,824.78
92646LMJ6	02185	1010	ACP	VICTOR	15,872,000.00	12/11/2002	12/18 - At Maturity	15,867,895.32		1.330	12/18/2002	1.349	0.00
18885KMD6	02189	1010	ACP	CLIPPR	36,000,000.00	12/12/2002	12/13 - At Maturity	35,998,720.00		1.280	12/13/2002	1.298	0.00
3136F2WC8	02190	1010	FAC	FNMA	10,000,000.00	12/12/2002	06/12 - 12/12	10,000,000.00		3.500	06/12/2006	3.500	10,000,000.00
82656UMG0	02191	1010	ACP	SIGMA	46,000,000.00	12/13/2002	12/16 - At Maturity	45,995,093.33		1.280	12/16/2002	1.298	0.00
07712UMH7	02192	1010	ACP	BEETVN	35,000,000.00	12/16/2002	12/17 - At Maturity	34,998,677.78		1.360	12/17/2002	1.379	0.00
3136F2YZ5	02194	1010	FAC	FNMA	10,000,000.00	12/16/2002	06/16 - 12/16	10,000,000.00		2.700	09/16/2005	2.701	10,000,000.00
85520MMH3	02193	1010	ACP	SBIRD	15,000,000.00	12/16/2002	12/17 - At Maturity	14,999,437.50		1.350	12/17/2002	1.369	0.00
90262DMJ1	02195	1010	ACP	UBSF	49,000,000.00	12/17/2002	12/18 - At Maturity	48,998,298.61		1.250	12/18/2002	1.267	0.00
37056KMW7	02197	1010	ACP	GENRE	20,000,000.00	12/18/2002	12/30 - At Maturity	19,991,666.67		1.250	12/30/2002	1.268	0.00
41068LMK9	02196	1010	ACP	HANFVN	48,500,000.00	12/18/2002	12/19 - At Maturity	48,498,208.19		1.330	12/19/2002	1.349	0.00
08945MML7	02198	1010	ACP	BARTON	25,000,000.00	12/19/2002	12/20 - At Maturity	24,998,125.00		1.260	12/20/2002	1.278	0.00
36380MML6	02199	1010	ACP	GALCAP	22,000,000.00	12/19/2002	12/20 - At Maturity	21,999,230.00		1.260	12/20/2002	1.278	0.00
3128XOSM2	02201	1010	FAC	FHLMC	15,000,000.00	12/20/2002	06/20 - 12/20	15,000,000.00		3.200	06/20/2006	3.200	15,000,000.00

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PLACER COUNTY 2002/2003
Investment Purchases Report
December 1, 2002 - December 31, 2002

CUSIP	Investment #	Fund	Inv. Type	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
36380MMP7	02200	1010	ACP	45,500,000.00	12/20/2002	12/23 - At Maturity	45,495,108.75		1.290	12/23/2002	1.308	0.00
90262DMQ5	02202	1010	ACP	41,000,000.00	12/23/2002	12/24 - At Maturity	40,998,553.61		1.270	12/24/2002	1.288	0.00
90262DMS1	02203	1010	ACP	38,000,000.00	12/24/2002	12/26 - At Maturity	37,997,297.78		1.280	12/26/2002	1.298	0.00
90262DMT9	02204	1010	ACP	37,500,000.00	12/26/2002	12/27 - At Maturity	37,498,677.08		1.270	12/27/2002	1.288	0.00
3136F2XZ6	02206	1010	FAC	10,000,000.00	12/27/2002	06/24 - 12/24	10,040,625.00		3.000	12/24/2005	2.858	10,040,322.39
90262DMW2	02205	1010	ACP	40,000,000.00	12/27/2002	12/30 - At Maturity	39,995,700.00		1.290	12/30/2002	1.308	0.00
37056KMX5	02207	1010	ACP	46,500,000.00	12/30/2002	12/31 - At Maturity	46,498,307.92		1.310	12/31/2002	1.328	0.00
90262DN68	02208	1010	ACP	15,000,000.00	12/30/2002	01/06 - At Maturity	14,996,179.17		1.310	01/06/2003	1.329	14,997,270.84
90262DN27	02209	1010	ACP	50,000,000.00	12/31/2002	01/02 - At Maturity	49,996,666.67		1.200	01/02/2003	1.217	49,998,333.33
90262DN27	02210	1010	ACP	2,000,000.00	12/31/2002	01/02 - At Maturity	1,999,866.67		1.200	01/02/2003	1.217	1,999,933.34
Total Purchases							1,173,953,180.42	7,625.00				
							1,174,164,000.00					

Investment Type Codes:

ABA	Bankers Acceptance	GN2	Small Business Administration Loans
BCD	Collateralized Certificates of Deposit	MTN	Medium Term Notes
ACP	Commercial Paper	NCB	Negotiable Certificates of Deposit
FAC	Federal Agency Coupons	TRC	U.S. Treasury - Coupons
AFD	Federal Agency Discounts	ATD	U.S. Treasury-Discounts
LA5	Local Agency Inv Fund		

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**PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
December 31, 2002**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Funds											
99-31-000	00000LAIF	LOCAL AGENCY INV FUND			0.00	0.00	0.00	2.301	2.269	1	
		Subtotal and Average	0.00		0.00	0.00	0.00		0.000	0	
U.S. Treasury Coupons											
9128276V9	01008	U. S. TREASURY COUPON		07/05/2001	5,000,493.52	5,037,500.00	5,000,000.00	4.250	4.147	89	03/31/2003
9128277M8	01273	U. S. TREASURY COUPON		03/04/2002	4,989,975.93	5,100,000.00	5,000,000.00	3.000	3.136	424	02/29/2004
9128277M8	01277	U. S. TREASURY COUPON		03/06/2002	4,984,922.41	5,100,000.00	5,000,000.00	3.000	3.226	424	02/29/2004
9128277M8	01283	U. S. TREASURY COUPON		03/12/2002	4,969,420.93	5,100,000.00	5,000,000.00	3.000	3.501	424	02/29/2004
		Subtotal and Average	19,942,926.13		19,944,812.79	20,337,500.00	20,000,000.00		3.503	340	
Federal Agency Coupons											
3133MD6M0	00362	FEDERAL HOME LOAN BANK		04/06/2001	5,002,240.12	5,021,875.00	5,000,000.00	5.000	4.535	44	02/14/2003
3133MD6M0	00376	FEDERAL HOME LOAN BANK		04/12/2001	5,002,439.05	5,021,875.00	5,000,000.00	5.000	4.500	44	02/14/2003
3133M5ZL7	98158	FEDERAL HOME LOAN BANK		10/28/1998	5,000,000.00	5,059,375.00	5,000,000.00	5.025	4.956	117	04/28/2003
3133MGV37	01088	FEDERAL HOME LOAN BANK		10/05/2001	5,033,131.94	5,087,500.00	5,000,000.00	4.125	2.979	226	08/15/2003
3133M5OB9	01003	FEDERAL HOME LOAN BANK		07/02/2001	5,014,569.71	5,134,375.00	5,000,000.00	5.125	4.620	257	09/15/2003
3133MJVZ0	01141	FEDERAL HOME LOAN BANK		11/20/2001	9,945,888.04	10,103,125.00	10,000,000.00	2.500	3.104	317	11/14/2003
3133MKFC6	01223	FEDERAL HOME LOAN BANK		01/16/2002	5,009,204.48	5,078,125.00	5,000,000.00	3.125	2.869	317	11/14/2003
31359MEG4	00375	FEDERAL NATIONAL MORT. ASSOC.		04/12/2001	5,000,738.84	5,148,437.50	5,000,000.00	4.750	4.665	317	11/14/2003
31359MLR2	01147	FEDERAL NATIONAL MORT. ASSOC.		11/26/2001	9,998,848.52	10,159,375.00	10,000,000.00	3.125	3.095	318	11/15/2003
3133MKHU4	01197	FEDERAL HOME LOAN BANK		12/26/2001	3,120,000.00	3,182,400.00	3,120,000.00	3.370	3.510	359	12/26/2003
31364GNQ8	00344	FEDERAL NATIONAL MORT. ASSOC.		03/28/2001	5,023,359.55	5,209,050.00	5,000,000.00	5.500	4.932	372	01/09/2004
31366FGX2	01261	FEDERAL NATIONAL MORT. ASSOC.		02/22/2002	10,000,000.00	10,009,375.00	10,000,000.00	3.250	3.205	387	01/23/2004
3129244Y6	01258	FED HOME LOAN MORT CORP		02/20/2002	9,996,224.83	10,217,300.00	10,000,000.00	3.400	3.369	415	02/20/2004
312924TX1	01164	FED HOME LOAN MORT CORP		12/06/2001	4,977,068.01	5,105,100.00	5,000,000.00	3.250	3.549	505	05/20/2004
3133MQUW2	02046	FEDERAL HOME LOAN BANK		08/15/2002	9,990,597.21	10,093,750.00	10,000,000.00	2.250	2.278	590	08/13/2004
3133MQUW2	02058	FEDERAL HOME LOAN BANK		08/22/2002	9,996,700.95	10,098,125.00	10,000,000.00	2.250	2.267	590	08/13/2004
31359MKW2	01104	FEDERAL NATIONAL MORT. ASSOC.		10/24/2001	4,995,959.75	5,154,887.50	5,000,000.00	3.500	3.500	623	09/15/2004
31359MKW2	02104	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,129,802.59	5,163,923.61	5,000,000.00	3.500	2.022	623	09/15/2004
31359MKW2	02115	FEDERAL NATIONAL MORT. ASSOC.		10/11/2002	10,271,408.62	10,334,652.78	10,000,000.00	3.500	1.993	623	09/15/2004
3133MJ2A7	01117	FEDERAL HOME LOAN BANK		11/05/2001	10,063,602.59	10,343,750.00	10,000,000.00	3.625	3.201	653	10/15/2004
31359MLG6	01245	FEDERAL NATIONAL MORT. ASSOC.		02/01/2002	4,971,903.47	5,096,875.00	5,000,000.00	3.600	3.872	667	10/29/2004
3133MJUS7	01135	FEDERAL HOME LOAN BANK		11/15/2001	4,989,273.73	5,142,187.50	5,000,000.00	3.375	3.449	684	11/15/2004
312925W55	02060	FED HOME LOAN MORT CORP		08/23/2002	10,000,000.00	10,003,600.00	10,000,000.00	1.674	1.685	784	02/23/2005
31359MME0	01268	FEDERAL NATIONAL MORT. ASSOC.		02/28/2002	10,000,000.00	10,046,875.00	10,000,000.00	4.100	4.045	789	02/28/2005
312925NG1	02043	FED HOME LOAN MORT CORP		08/14/2002	5,043,163.11	5,051,562.50	5,000,000.00	4.300	3.619	881	05/31/2005
3133MQST2	02065	FEDERAL HOME LOAN BANK		08/27/2002	10,021,137.08	10,231,875.00	10,000,000.00	3.000	2.915	957	08/15/2005

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Run Date: 01/07/2003 - 11:55

**PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
December 31, 2002**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Federal Agency Coupons											
3136F2BD9	02109	FEDERAL NATIONAL MORT. ASSOC.		10/08/2002	10,206,396.09	10,228,916.67	10,000,000.00	3.300	2.600	958	08/16/2005
31331QAX5	02079	FEDERAL FARM CREDIT BANK		09/06/2002	4,999,374.54	5,110,937.50	5,000,000.00	3.000	2.964	979	09/06/2005
3136F2FW3	02105	FEDERAL NATIONAL MORT. ASSOC.		10/04/2002	5,040,029.02	5,059,548.61	5,000,000.00	3.200	2.879	982	09/09/2005
3136F2YZ5	02194	FEDERAL NATIONAL MORT. ASSOC.		12/16/2002	10,000,000.00	10,037,500.00	10,000,000.00	2.700	2.864	989	09/16/2005
3136F2MY1	02123	FEDERAL NATIONAL MORT. ASSOC.		10/21/2002	10,000,000.00	10,006,250.00	10,000,000.00	3.125	3.082	1,024	10/21/2005
3133MHZ98	01103	FEDERAL HOME LOAN BANK		10/24/2001	5,000,000.00	5,095,312.50	5,000,000.00	4.195	4.138	1,027	10/24/2005
3133MTFN3	02165	FEDERAL HOME LOAN BANK		11/25/2002	10,000,000.00	10,018,750.00	10,000,000.00	3.230	3.186	1,059	11/25/2005
3136F2XZ6	02206	FEDERAL NATIONAL MORT. ASSOC.		12/27/2002	10,040,322.39	10,121,875.00	10,000,000.00	3.000	2.819	1,088	12/24/2005
3133MCT62	00261	FEDERAL HOME LOAN BANK		01/23/2001	5,000,000.00	5,010,937.50	5,000,000.00	5.830	5.750	1,118	01/23/2006
3129236Z3	01043	FED HOME LOAN MORT CORP		08/13/2001	10,000,000.00	10,031,250.00	10,000,000.00	5.000	4.931	1,136	02/10/2006
312925S35	02068	FED HOME LOAN MORT CORP		08/28/2002	10,000,000.00	10,108,300.00	10,000,000.00	3.500	3.452	1,154	02/28/2006
312925ZC3	02073	FED HOME LOAN MORT CORP		09/03/2002	5,000,000.00	5,057,100.00	5,000,000.00	3.500	3.452	1,157	03/03/2006
312923XE0	00392	FED HOME LOAN MORT CORP		04/25/2001	4,990,671.88	5,057,450.00	5,000,000.00	5.650	5.637	1,210	04/25/2006
3136F2VGO	02188	FEDERAL NATIONAL MORT. ASSOC.		12/11/2002	15,016,470.34	15,190,437.50	15,000,000.00	3.050	2.989	1,251	06/05/2006
3136F2UB2	02178	FEDERAL NATIONAL MORT. ASSOC.		12/06/2002	9,994,618.06	10,062,500.00	10,000,000.00	3.050	3.027	1,252	06/06/2006
3136F2WC8	02190	FEDERAL NATIONAL MORT. ASSOC.		12/12/2002	10,000,000.00	10,037,500.00	10,000,000.00	3.500	3.452	1,258	06/12/2006
3128XGSM2	02201	FED HOME LOAN MORT CORP		12/20/2002	15,000,000.00	15,108,450.00	15,000,000.00	3.200	3.156	1,266	06/20/2006
3133MTU22	02175	FEDERAL HOME LOAN BANK		12/05/2002	4,996,935.19	5,015,625.00	5,000,000.00	3.280	3.252	1,343	09/05/2006
3136F2GC6	02076	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,162,500.00	10,000,000.00	3.750	3.699	1,343	09/05/2006
3136F2EX2	02077	FEDERAL NATIONAL MORT. ASSOC.		09/05/2002	10,000,000.00	10,146,875.00	10,000,000.00	3.550	3.501	1,343	09/05/2006
3128XGGL7	02162	FED HOME LOAN MORT CORP		11/21/2002	5,000,000.00	5,085,850.00	5,000,000.00	3.500	3.452	1,420	11/21/2006
312924VB6	01145	FED HOME LOAN MORT CORP		11/26/2001	9,958,545.95	10,406,250.00	10,000,000.00	4.125	4.186	1,423	11/24/2006
3128XGCG8	02147	FED HOME LOAN MORT CORP		11/07/2002	10,000,000.00	10,200,300.00	10,000,000.00	4.100	4.044	1,771	11/07/2007
3133MTDGO	02155	FEDERAL HOME LOAN BANK		11/14/2002	4,502,078.12	4,515,468.75	4,500,000.00	4.430	4.355	1,778	11/14/2007
3136F2RT7	02154	FEDERAL NATIONAL MORT. ASSOC.		11/14/2002	10,000,000.00	10,203,125.00	10,000,000.00	4.000	3.945	1,778	11/14/2007
Subtotal and Average						403,378,160.42	397,620,000.00		3.389	909	
Medium Term Notes											
724477AN4	00148	PITNEY BOWES CREDIT CORP		10/30/2000	4,997,945.79	5,005,000.00	5,000,000.00	5.650	6.707	14	01/15/2003
3696ZGRU0	00447	GENERAL ELECTRIC CAPITAL CORP		06/22/2001	5,003,604.82	5,014,100.00	5,000,000.00	5.160	4.251	33	02/03/2003
59018YAW1	00216	MERRILL LYNCH		12/20/2000	5,004,529.18	5,027,343.75	5,000,000.00	7.180	6.204	41	02/11/2003
22237LFD9	00359	COUNTRYWIDE HOME LOAN		04/05/2001	5,008,375.37	5,033,350.00	5,000,000.00	6.450	5.227	57	02/27/2003
45974VXH6	00312	INTERNATIONAL LEASE FINANCE		03/02/2001	5,601,196.33	5,628,728.00	5,600,000.00	5.340	5.143	57	02/27/2003
14912LP62	00324	CATERPILLAR FIN SERV CORP		03/13/2001	5,006,012.37	5,071,550.00	5,000,000.00	5.720	5.293	128	05/09/2003
638585AR0	00217	BANK OF AMERICA		12/20/2000	5,009,447.92	5,098,300.00	5,000,000.00	7.000	6.352	134	05/15/2003
79549BCL9	00214	SALOMON SMITH BARNEY HLD		12/19/2000	4,806,836.84	4,890,230.80	4,810,000.00	6.250	6.352	134	05/15/2003

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5.4.26

**PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
December 31, 2002**

Page 4

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Medium Term Notes											
06605TAG7	02053	FLEETBOSTON FINANCIAL CORP		08/19/2002	9,998,054.10	10,005,500.00	10,000,000.00	2.010	2.047	194	07/14/2003
375766AC6	00220	GILLETTE CO		12/21/2000	2,500,645.70	2,567,950.00	2,500,000.00	6.250	6.115	226	08/15/2003
94974BAN0	01174	WELLS FARGO & CO.		12/12/2001	5,028,436.48	5,081,550.00	5,000,000.00	4.250	3.255	226	08/15/2003
742718BK4	00385	PROCTER & GAMBLE CO		04/19/2001	4,246,615.97	4,344,134.40	4,240,000.00	5.250	4.942	257	09/15/2003
45974VVL9	00218	INTERNATIONAL LEASE FINANCE		12/20/2000	4,967,995.31	5,123,350.00	5,000,000.00	5.500	6.362	271	09/29/2003
046000JS9	00211	ASSOCIATES CORP NA		12/18/2000	4,971,775.87	5,175,200.00	5,000,000.00	5.750	6.411	304	11/01/2003
046000JS9	00221	ASSOCIATES CORP NA		12/21/2000	4,981,796.12	5,175,200.00	5,000,000.00	5.750	6.145	304	11/01/2003
892332AG2	00372	TOYOTA MOTOR CREDIT		04/11/2001	5,029,074.25	5,165,850.00	5,000,000.00	5.625	4.833	316	11/13/2003
617446DE6	00277	MORGAN STANLEY-DEAN WHITTER		02/02/2001	4,993,984.97	5,201,400.00	5,000,000.00	5.625	5.671	384	01/20/2004
617446DE6	00313	MORGAN STANLEY-DEAN WHITTER		03/02/2001	5,005,385.60	5,201,400.00	5,000,000.00	5.625	5.435	384	01/20/2004
669383CQ2	00275	WELLS FARGO FINANCIAL		02/01/2001	4,902,520.52	5,112,260.04	4,903,000.00	6.000	5.928	396	02/01/2004
94975CAE7	01123	WELLS FARGO FINANCIAL		11/07/2001	5,133,679.69	5,231,600.00	5,000,000.00	5.450	3.306	488	05/03/2004
45974VXT0	01299	INTERNATIONAL LEASE FINANCE		03/26/2002	5,025,060.87	5,157,650.00	5,000,000.00	5.350	4.885	490	05/05/2004
00138PAA7	01309	AIG FUNDING INC		04/04/2002	5,059,637.30	5,211,000.00	5,000,000.00	5.200	4.212	495	05/10/2004
59018YKB6	01108	MERRILL LYNCH		10/26/2001	5,030,112.54	5,218,600.00	5,000,000.00	5.350	3.974	531	06/15/2004
07274RCM4	01292	BAYERISCHE LANDESBK NY		03/19/2002	5,065,039.42	5,238,650.00	5,000,000.00	5.000	4.054	566	07/20/2004
89233PNG7	01146	TOYOTA MOTOR CREDIT		11/26/2001	4,999,078.37	5,182,200.00	5,000,000.00	4.050	4.005	699	11/30/2004
36962GX85	01291	GENERAL ELECTRIC CAPITAL CORP		03/19/2002	4,987,150.73	5,222,300.00	5,000,000.00	4.250	4.323	758	01/28/2005
172967BM2	02118	CITIGROUP INC		10/16/2002	7,504,427.43	7,605,687.50	7,300,000.00	4.125	2.937	911	06/30/2005
36962GZM9	02160	GENERAL ELECTRIC CAPITAL CORP		11/20/2002	9,429,748.10	9,524,807.58	9,395,000.00	2.990	2.959	1,006	10/03/2005
172967BA8	02139	CITIGROUP INC		10/31/2002	10,928,540.54	11,119,700.00	10,000,000.00	6.750	3.321	1,065	12/01/2005
59018YDN8	01122	MERRILL LYNCH		11/07/2001	7,171,249.49	7,465,110.00	6,900,000.00	6.150	4.655	1,121	01/26/2006
079860AC6	01130	BELLSOUTH CORPORATION		11/13/2001	5,087,482.28	5,338,700.00	5,000,000.00	5.000	4.421	1,383	10/15/2006
060505AJ3	01125	BANK OF AMERICA		11/08/2001	5,006,486.10	5,291,350.00	5,000,000.00	4.750	4.646	1,383	10/15/2006
Subtotal and Average					177,551,925.37	181,729,752.07	175,648,000.00		4.598	506	
Collateralized CDs											
CD01237	01237	PLACER SIERRA SAVINGS BANK		01/28/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.090	180	06/30/2003
CD01208	01208	PLACER SIERRA SAVINGS BANK		01/02/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	182	07/02/2003
CD01230	01230	PLACER SIERRA SAVINGS BANK		01/18/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.030	4.030	198	07/18/2003
CD	02033	PLACER SIERRA SAVINGS BANK		08/01/2002	2,000,000.00	2,000,000.00	2,000,000.00	2.470	2.470	213	08/02/2003
CD01264	01264	RIVER CITY BANK		02/25/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	236	08/25/2003
CD01284	01284	ROSEVILLE FIRST NATIONAL BANK		03/12/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	254	09/12/2003
CD01300	01300	RIVER CITY BANK		03/26/2002	1,000,000.00	1,000,000.00	1,000,000.00	4.000	4.000	265	09/23/2003
CD01342	01342	AUBURN COMMUNITY BANK		04/29/2002	500,000.00	500,000.00	500,000.00	2.960	2.960	301	10/29/2003
Subtotal and Average					8,500,000.00	8,500,000.00	8,500,000.00		3.597	223	

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**PLACER COUNTY 2002/2003
Portfolio Management
Portfolio Details - Investments
December 31, 2002**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
Small Business Administration Loans											
SBA83052D	83052D	WHITE, RICHARD & KAREN		07/01/2002	2,063.93	2,063.93	2,063.93	5.250	5.178	79	03/21/2003
		Subtotal and Average	3,199.01		2,063.93	2,063.93			5.178	79	
Commercial Paper Disc. -Amortizing											
90262DN27	02209	UBS FINANCE, INC - DELAWARE		12/31/2002	49,998,333.33	48,998,333.30	50,000,000.00	1.200	1.200	1	01/02/2003
90262DN27	02210	UBS FINANCE, INC - DELAWARE		12/31/2002	1,999,933.34	1,999,933.34	2,000,000.00	1.200	1.200	1	01/02/2003
90262DN68	02208	UBS FINANCE, INC - DELAWARE		12/30/2002	14,997,270.84	14,997,270.84	15,000,000.00	1.310	1.310	5	01/08/2003
07712UNH6	02177	BEETHOVEN FUNDING CORP		12/06/2002	4,996,777.78	4,996,777.78	5,000,000.00	1.450	1.452	16	01/17/2003
07712UP50	02180	BEETHOVEN FUNDING CORP		12/09/2002	14,979,583.34	14,979,583.34	15,000,000.00	1.400	1.403	35	02/05/2003
07712UQ34	02181	BEETHOVEN FUNDING CORP		12/09/2002	14,964,416.67	14,964,416.67	15,000,000.00	1.400	1.405	61	03/03/2003
87123MTB6	02186	SYDNEY CAPITAL CORPORATION		12/11/2002	13,994,824.77	13,994,824.77	14,083,000.00	1.400	1.410	161	06/11/2003
		Subtotal and Average	108,007,635.29		115,931,140.08	115,931,140.04	116,083,000.00		1.303	34	
Federal Agency Disc. -Amortizing											
863872BC0	01242	STUDENT LOAN MKTG ASSOC DISC		01/30/2002	4,992,127.78	4,996,000.00	5,000,000.00	2.180	2.247	26	01/27/2003
		Subtotal and Average	4,987,586.11		4,992,127.78	4,996,000.00	5,000,000.00		2.247	26	
		Total Investments and Average	684,392,146.29		725,266,714.72	734,874,616.46	722,853,063.93		3.349	640	

5-4-28

PLACER COUNTY 2002/2003

Portfolio Management

Portfolio Details - Cash

December 31, 2002

Page 6

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Book Value	Market Value	Par Value	Stated Rate	YTM	Days to 360 Maturity
Cash Accounts										
	00000	PLACER COUNTY CASH			40,936,131.13	40,936,131.13			0.000	1
	00000VAULT	PLACER COUNTY CASH			577,725.14	577,725.14			0.000	1
	Cash Subtotal and Average Balance		41,616,200.48		41,513,856.27	Cash Account Total				1
	Total Cash and Investments		726,008,346.77		766,780,570.99	776,388,472.73	764,366,920.20		3.349	640

5-4-79

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

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

AGENDA ITEM:

Ratify the Proposal from Morton & Pitalo, Inc. for
Topographical Survey Services for the Foscett Ranch
Elementary School and Park Site.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

February 04, 2003

BACKGROUND:

The attached proposal allows Morton & Pitalo, Inc. perform a topographical survey of the 40 acre Foscett Ranch school/park site. Due to time constraints, the District is acting as the lead agency for this project, and will be reimbursed by the City of Lincoln on a per-acre basis. The District will own approximately 16.518 acres of the project. The total cost of the service is \$5,300.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the proposal from Morton & Pitalo, Inc. for topographical survey services for the Foscett Ranch Elementary School and Park Site.

5.5



January 7, 2003
VIA Facsimile: (530) 888-7336

Western Placer Unified School District
c/o NTD Architects
200 Auburn-Folsom Road, Suite 200
Auburn, CA 95603

Attention: Schiller Cassell

SUBJECT: Request for Proposal For Surveying Services – Topographical Survey
Foskett Ranch Elementary School
City of Lincoln Regional Park and Corporation Yard

Dear Schillar,

Pursuant to your request we can produce a supplemental topographic survey for the subject property for a lump sum of \$5300.00.

The survey will comply with the mapping requirements stated in your Topographic Survey Checklist dated December 19, 2002.

The survey will be completed in approximately 15 business days, weather and site accessibility permitting. Work will commence upon the receipt of the following:

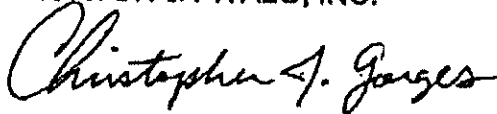
1. Your authorization to proceed.

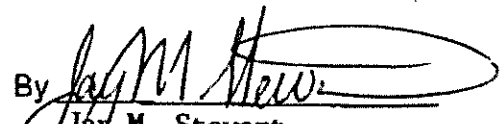
Schillar, we are looking forward to working with you on this project. If you have any questions, please do not hesitate to call.

Yours truly,

ACCEPTED

MORTON & PITALO, INC.


Christopher J. Gorges, P.L.S.

By 
Jay M. Stewart
Assistant Superintendent
Business 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.
BOARD OF TRUSTEES/GLOBAL DISTRICT GOALS
1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students.
2. Foster a safe, caring environment where individual differences are valued and respected.
3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
4. Promote the involvement of the community, parents, local government, business, service organizations etc. as partners in the education of the students.

AGENDA ITEM:

Ratify the Proposal from Warren Consulting Engineers, Inc.
For Civil Engineering Services for Mass Grading Design
of the Foscett Ranch Elementary School and Park Site.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

February 04, 2003

BACKGROUND:

The attached proposal allows Warren Consulting Engineers to design the mass grading for the 40 acre Foscett Ranch school/park site. Due to time constraints, the District is acting as the lead agency for this project, and will be reimbursed by the City of Lincoln on a per-acre basis. The District will own approximately 16.518 acres of the project. The total cost of the service is \$40,000.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees ratify the proposal from Warren Consulting Engineers, Inc. for civil engineering services for mass grading design of the Foscett Ranch elementary school and park site.

5.6

In accordance with the **AGREEMENT** dated: 22 November 2002

BETWEEN: Mr. Jay Stewart
Western Unified School District
810 J Street, Lincoln, CA 95648

and: NTD/EDGE-Design Builders
27368 Via Industria, Suite 101, Temecula, CA 92590

for the Project(s):

Foskett Ranch Elementary School II

Mass Grading Design-- NTD #2002-0201 (01)

☒ authorization is (requested) (given) ☒ to proceed with Additional Services
☐ to proceed with revised scope of Basic Services
☐ to incur Reimbursable Expenses

OR

☐ notification is made ☐ of the need to proceed with Contingent Additional Services
☐ of the need for other services

AS FOLLOWS:

Provide Civil Engineering for mass grading design of the Foskett Ranch Elementary School Site and City of Lincoln Park Site consisting of approximately 40 acres per attached Warren Consulting Engineers, Inc. proposal dated 12/31/02.

Compensation:

☒ Time & Materials: Per attached Consultant Proposal plus Architect's hourly rate schedule in accordance with the Base Contract for Supplemental Services.

Time:

Start Date: 01/07/03

Completion: OPEN

Prompt written notice is required if the services indicated are not needed.

SUBMITTED BY:

AUTHORIZATION IS GIVEN or NOTIFICATION IS
ACKNOWLEDGED BY:

(Printed Name and title)

(DATE)

(Printed Name and title)

(DATE)


Jay M. Stewart, Asst. Supt.

(Printed Name and title)

1/28/03
(DATE)

27368 Via Industria,
Suite 101
Temecula, California
92590

909.296.0776
FAX 909.296.0775

5.6.1



WARREN CONSULTING ENGINEERS, INC.

December 31, 2002

Fax No. 530-888-7336

160 Blue Ravine Road

Suite C

Folsom

California

95630

H. Schiller Cassell III
NTD Architects
200 Auburn-Folsom Road, Suite 200
Auburn, California 95603

**RE: PROPOSAL FOR CIVIL ENGINEERING SERVICES FOR MASS
GRADING DESIGN OF FOSKETT RANCH ELEMENTARY SCHOOL
SITE AND PARK SITE 40 ACRES ±**

Dear Schiller:

We are pleased to submit for your review and consideration our proposal for civil engineering services for the above referenced project. The scope of work consists of:

Phone
(916) 985-1870

Fax
(916) 985-1877

E-mail
wce@wceinc.com

1. SCHEMATIC AND DESIGN DEVELOPMENT

- A. Review existing conditions.
- B. Prepare preliminary grading plans.
- C. Attend design team meetings.
- D. Prepare preliminary cost estimate.

2. CONSTRUCTION DOCUMENTS

- A. Based on information provided by off-site engineer, park and school district. Prepare construction drawings for one bid set. The construction drawings will consist of:

- 1) Horizontal control plan
- 2) Engineered fill plan
- 3) Grading plans
- 4) Erosion control plan (to be used as a guide by contractor for the development of the Storm Water Pollution Prevention Plan)
- 5) Details and sections

5.6.2

December 31, 2002

**PROPOSAL FOR CIVIL ENGINEERING SERVICES FOR MASS
GRADING DESIGN OF FOSKETT RANCH ELEMENTARY SCHOOL SITE
AND PARK SITE 40 ACRES ±**

Page 2

B. Prepare project specifications for civil work items.

C. Attend design team meetings.

D. Prepare cost estimate.

3. BIDDING

A. Answer questions during bidding and prepare addenda items as needed.

4. CONSTRUCTION ADMINISTRATION

A. Review shop drawings and submittals.

B. Answer construction questions and RFI's. Prepare clarifications and/or revisions as needed.

C. Make site visits, four are anticipated.

D. Make final inspection and prepare punch list.

The fee for the above scope of work is:

Schematic and Design Development	\$10,000.00
Construction Documents	\$20,000.00
Bidding	\$ 2,000.00
Construction Administration	<u>\$ 8,000.00</u>
Total	\$40,000.00

Items not included in this proposal are:

1. Topographic and boundary surveys.

2. Soils investigation and testing.

3. Environmental process applications, permits, hearings, etc.

5.6.3

December 31, 2002

**PROPOSAL FOR CIVIL ENGINEERING SERVICES FOR MASS GRADING
DESIGN OF FOSKETT RANCH ELEMENTARY SCHOOL SITE AND PARK
SITE 40±**

Page 3

4. Off-Site Improvements.
5. Storm Water Pollution Prevention Plan
6. Reimbursable expense, i.e. mileage, blueprinting, etc.

It is our understanding that the owner would like to begin construction of this project in April. To have our documents complete and approved by this date it will be critical that certain items be resolved and/or supplied to our office by the end of January.

1. Grade elevations for Venture Drive adjacent to the site.
2. Site layout and grading needs for all effected parcels.
3. Minimum flood elevations determined.

Billing will be on a monthly basis for work completed within that calendar month. Payment shall be made within 30 days of receiving the billing statement.

If this proposal is acceptable, please sign and return one copy.

Sincerely,

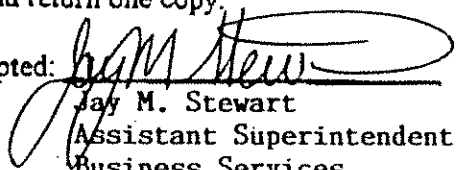


Martin J. Gee

MJG/cjl

02P.161

Accepted:



Jay M. Stewart
Assistant Superintendent
Business Services

Date: 1/28/03

5.6.4

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

AGENDA ITEM:

Approve Resolution No. 02/03.19 of Intention to Annex Territory to Community Facilities District No. 1 and to Levy a Special Tax to Pay for Certain Public Facilities.

SUBJECT AREA:

Consent Agenda

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

February 04, 2003

BACKGROUND:

This resolution authorizes the annexation of 129 lots form within the 3-D Specific Development Plan into the Community Facilities District No. 1.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution No. 02/03.19 of intention to annex territory to Community Facilities District No. 1 and to levy a special tax to pay for certain public facilities.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 02/03.19

**A RESOLUTION OF INTENTION TO ANNEX TERRITORY
TO COMMUNITY FACILITIES DISTRICT NO. 1
AND TO LEVY A SPECIAL TAX TO PAY FOR
CERTAIN PUBLIC FACILITIES**

WHEREAS, pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), the Board of Trustees (the "Board") of the Western Placer Unified School District (the "District"), on December 9, 1991, approved Resolution No. 91/92.23 forming the Western Placer Unified School District Community Facilities District No. 1 ("CFD No. 1");

WHEREAS, the Board called a special election for January 7, 1992, at which the questions of levying a special tax, establishing an appropriations limit and incurring bonded indebtedness with respect to CFD No. 1 were submitted to the qualified electors within CFD No. 1;

WHEREAS, on January 7, 1992, the Board adopted Resolution No. 91/92.28 determining the results of the special election and finding that more than two-thirds (2/3) of all votes cast at the special election were cast in favor of the propositions presented, and such propositions passed; and

WHEREAS, the Board has determined, because of the proposed development of certain property within the District, to initiate proceedings for the annexation of such property to CFD No. 1 in accordance with the Act;

NOW, THEREFORE, THE BOARD HEREBY FINDS, DETERMINES, and ORDERS as follows:

Section 1. Description of Territory to be Annexed. Public convenience and necessity require, and this Board proposes and intends, that the Board annex certain territory to CFD No. 1. The territory to be annexed is described in a map entitled "Annexation Map #2003-1, Western Placer Unified School District, Community Facilities District No. 1991-1" which is on file with the Clerk of the Board. The Secretary of the Board is hereby authorized and directed to endorse the certificates set forth on the map and to record the map in accordance with the provisions of Section 3111 of the Streets and Highways Code of the State of California.

Section 2. Description of Territory Included in Existing CFD No. 1. The boundaries of the territory currently included in CFD No. 1 are described in maps entitled, "Annexation Map #2002-1, Western Placer Unified School District, Community Facilities District No. 1991-1," recorded at Book 2 of Maps of Assessment and Community Facilities District at page 13-4, "Annexation Map #1999-1 of the Community Facilities District No. 1991-1," recorded at Book 2 of Maps of Assessment and Community Facilities Districts at Page 13 in the office of the County Recorder of Placer County, and "Amended Map of District Boundaries, Community Facilities District No. 1, Western Placer Unified School District, County of Placer, State of California," approved by the Board in Resolution No. 91/92.14 and recorded on November 25, 1991, in Book 2 of Maps of Assessment and Community Facilities Districts at page 13 in the office of the County Recorder of Placer County.

Section 3. Specification of Types of Public Facilities Provided. The types of public school facilities to be provided in the territory proposed to be annexed to CFD No. 1 are the same as those provided in the existing CFD No. 1 and are more particularly described in Exhibit A hereto (the "Facilities"). The cost of the Facilities includes the cost of planning, designing, inspecting, and constructing the Facilities, including the cost of environmental evaluations thereof; all costs associated with the creation of CFD No. 1 and annexation of territory to CFD No. 1, the subsequent issuance of bonds, the determination of the amount of any taxes, and the collection of taxes; all costs otherwise incurred in order to carry out the authorized purposes of CFD No. 1; and any other expenses incidental to the construction, completion, and inspection of the Facilities.

Section 4. Determination Regarding Demands for Facilities. In accordance with Government Code Section 53326(b), the Board finds and determines that the proposed public facilities are necessary to meet increased demands put upon the District as the result of new development occurring within the territory proposed to be annexed to CFD No. 1.

Section 5. Plan for Sharing Facilities in Common with Existing CFD No. 1. The public facilities that are financed and provided from taxes collected in CFD No. 1 will be used by residents of the current CFD No. 1 and residents of the territory proposed to be annexed (or shared between them) in accordance with the District's current attendance policies.

Section 6. Specification of Special Taxes to be Levied: Alteration of the Special Tax Levied in the Existing Community Facilities District. Except where funds are otherwise available, a special tax sufficient to pay for all facilities to be provided in or for the territory to be annexed, including the payment of principal and interest on bonds proposed to be issued to finance such facilities, and secured by a continuing lien against all nonexempt real property in CFD No. 1, will be annually levied within the territory proposed to be annexed to CFD No. 1. The rate, method of apportionment, and manner of collection of such special tax is set forth in Exhibit B hereto in sufficient detail to allow each landowner or resident within the territory proposed to be annexed to CFD No. 1 to estimate the maximum annual amount that such person will be required to pay. The Board proposes to alter the special tax rate levied within the existing CFD No. 1 to the same rate set forth in Exhibit B hereto as a result of the proposed annexation. The maximum tax currently in effect in the existing CFD No. 1 will not be increased as a result of this alteration.

Section 7. Tax Subject to Election. The levy of the special tax shall be subject to the approval of the qualified electors of the territory proposed to be annexed to CFD No. 1 at a special election to be held in the District for such purpose.

Section 8. Property Acquired by Public Entity Not Exempt. Pursuant to Government Code Section 53317.3, a special tax shall be levied against all property that is not expressly exempt from the special tax and that is later acquired by a public entity.

Section 9. Taxation of Property Acquired by Eminent Domain. Pursuant to Government Code Section 53317.5, any special tax levied against property that is acquired by a public entity through eminent domain proceedings shall be treated as if it were a special annual assessment.

Section 10. Inclusion of Lands Devoted to Agricultural Uses. Pursuant to Government Code Section 53325.6, land within CFD No. 1 that is devoted primarily to agricultural, timber or livestock uses and being used for the commercial production of agricultural, timber or livestock products will be benefited by the public facilities proposed to be provided within CFD No. 1.

Section 11. Levy of Special Tax on Possessory Interest Held by Non-Exempt Persons. Pursuant to Government Code Section 53340.1, the special tax shall be levied against all leasehold or possessory interests in property owned by a public entity, if such leasehold or possessory interest is held by a non-exempt person or entity.

Section 12. Notice of Hearing. NOTICE IS HEREBY GIVEN THAT Tuesday, March 18, 2003, at the hour of 7:00 p.m., or as soon thereafter as the matter may be heard, in the regular meeting place of the Board, Lincoln Community Center, 2010 First Street, Lincoln, California, are fixed as the time and place when and where the Board will hold a public hearing to consider the annexation of such territory to CFD No. 1. At the hearing, the testimony of all interested persons or taxpayers for or against the annexation of territory to CFD No. 1 or the levying of special taxes within the territory proposed to be annexed will be heard. Any protests may be made orally or in writing, except that any protests pertaining to the regularity or sufficiency of the proceedings shall be in writing and shall clearly set forth the irregularities and defects to which objection is made. All written protests shall be filed with the Secretary of the Board before the time fixed for the hearing, and any written protests may be withdrawn, in writing, at any time prior to the conclusion of the hearing.

Section 13. Publication of Notice of Hearing. The Secretary of the Board shall publish a notice of the hearing once in Lincoln News Messenger, a newspaper of general circulation in the territory proposed to be annexed to CFD No. 1. Publication shall be completed at least seven (7) days prior to the hearing.

Section 14. Content of Notice. Notice of the hearing shall be headed "Notice of Public Hearing," and shall contain:

- (a) The text or a summary of this Resolution;
- (b) The time and place of the hearing;
- (c) A statement that at the hearing the testimony of all interested persons or taxpayers for or against the annexation of territory to CFD No. 1 or the levying of special taxes within the territory proposed to be annexed will be heard;
- (d) A description and summary of the effect of protests made by registered voters or landowners against the annexation of territory to CFD No. 1, or the levying of special taxes within the territory to be annexed; and
- (e) A description of the proposed voting procedure.

Section 15. Transmittal of Resolution to City and County. In accordance with Government Code Section 53315.6, the Secretary of the Board is hereby authorized and directed to transmit a certified copy of this Resolution to the City Council of the City of Lincoln and to the Board of Supervisors of the County of Placer.

Section 16. Effective Date. This Resolution shall take effect immediately upon its passage.

APPROVED, PASSED, AND ADOPTED on this 4th day of February 2003 by the following vote of the Board of Trustees of the Western Placer Unified School District:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

By: _____
President of the Board of Trustees
Western Placer Unified School District

ATTEST:

Clerk of the Board of Trustees
Western Placer Unified School District

EXHIBIT A

DESCRIPTION OF PUBLIC SCHOOL FACILITIES

The types of facilities to be financed by CFD No. 1, to the extent financing is available, shall be as follows: the purchase, construction, expansion, improvement, and rehabilitation of any real and tangible property, including existing and new elementary and secondary schools sites, structures, and equipment and any other governmental facilities, such as administrative offices and equipment, that the Board is authorized by law to contribute revenue to, or construct, own, or operate, whether or not said facilities meet the building and cost area standards of the State Allocation Board, and provided that said facilities have a useful life of five years or longer.

The Board contemplates that the following specific facilities will be financed in whole or in part by bond proceeds but reserves its discretion to change this configuration to accommodate new development as it actually occurs:

1. The expansion of Glen Edwards School to a full sixth, seventh and eighth grade facility, including but not limited to the renovation of classrooms, the construction of multipurpose rooms and areas, and the construction of lockers and locker areas;
2. The construction and reconstruction necessary to increase the capacity of Lincoln High School to 1,200 students or such additional capacity as can be accommodated on the site to provide interim facilities when conditions of overcrowding exist;
3. The acquisition and construction of relocatable classrooms and support facilities for one elementary school (the "Starter School");
4. The acquisition of sites for and construction of eight elementary schools;
5. The acquisition of sites for and construction of two middle schools;
6. The acquisition of a site and construction of one high school for 1,600 students; and
7. The acquisition and construction of support facilities and equipment to meet the needs of students generated by any subdivision in CFD No. 1, including buses, bus storage facilities, maintenance facilities, warehouses, administrative offices and continuation schools.

5.7.4

EXHIBIT B - THE SPECIAL TAX FORMULA

WESTERN PLACER UNIFIED SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICT NO. 1
RATE AND METHOD OF APPORTIONMENT1. DEFINITIONS

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, (Chapter 2.5, Part 1, Division 2, Title 5 of the California Government Code).

"Administrative Expenses" means the actual or estimated costs incurred by the District to determine, levy and collect the Special Taxes, including but not limited to salaries of District employees and the fees of consultants, corporate bond-paying agents, attorneys, fiscal agents, and bond trustees; the costs of collecting the Special Taxes; preparation of required reports; and any other costs required to administer the CFD.

"Annual Costs" means for each Fiscal Year, the total of (1) Debt Service for the calendar year commencing January 1 of such Fiscal Year through December 31 of the following Fiscal Year as well as any Debt Service not previously accounted for in the first six months of the Fiscal Year; (2) Administrative Expenses for the Fiscal Year; (3) any amounts needed to replenish bond reserve and sinking funds for bonds issued by the CFD to the level required under documents pursuant to which such bonds were issued; (4) an amount equal to actual or estimated delinquencies in Special Taxes for the First Fiscal Year in which the tax is levied and thereafter for the amount equal to the amount of delinquencies in payments of Special Taxes levied in the previous Fiscal Year; and (5) any pay-as-you-go expenses for Facilities for the Fiscal Year, including reasonable reserve and sinking funds for pay-as-you-go expenses and reimbursements to Landowners for formation costs.

"Annual Special Tax" means the Special Tax subject to levy on a Taxable Parcel on an annual basis.

"Annual Tax Revenues" means the amount of Annual Special Taxes to be levied each Fiscal Year to pay the Annual Costs.

"Auditor" means the Auditor for the County or his or her designee.

"Base Year" means the Fiscal Year starting July 1, 1993.

"Board" means the Board of Trustees of the Western Placer Unified School District when acting as the legislative body for the CFD under the Act.

"CFD" means Community Facilities District No. 1, Western Placer Unified School District, County of Placer, California.

"City" means the City of Lincoln, California.

"Classification Date" means the date ten days prior to the beginning of each Fiscal Year.

"County" means the County of Placer, California.

"Debt Service" means the total amount of principal, interest, reserve fund payments and sinking fund payments due for any bonds of the CFD.

"Developed Dwelling Units" means dwelling units for which building permits for Single-Family or Multi-Family residential use, or similar authorizations for Mobilehomes, have been issued by the City, the County, or any agency responsible for issuing similar authorizations for Mobilehomes.

"Developed Parcel" means a lot or Parcel in the CFD for which a building permit, use permit or a similar authorization for Mobilehomes has been issued for construction of any residential use. Once classified as a Developed Parcel, no Parcel shall be removed from the developed classification until the obligation to pay the Special Tax has been satisfied. The Board may reclassify Developed Parcels based on actual use when the reclassification would increase the Special Tax.

"District" means the Western Placer Unified School District.

"Dwelling Units" means (1) for Developed Parcels, the number of dwelling units indicated on the building permit, use permit, or similar authorizations for Mobilehomes; and (2) for Final Map Parcels, one unit per Single-Family Residential Parcel, or ten units per acre per Multi-Family Residential Parcel.

"Escalation Factor" means the construction cost index from the Engineering News Record, or any successor index selected by the Board, applied as a per Fiscal Year increase, compounded after the Base Year not to exceed a maximum of seven percent per year, to increase the Maximum One-Time Special Tax and the Maximum Annual Special Tax rates.

"Facilities" means those facilities described in Exhibit A to the MOU.

"Final Map Parcel" means a lot or Parcel shown on a recorded final map that is intended to be developed for any residential use and for which a building permit or use permit has not been issued.

"Fiscal Year" means the period beginning July 1 and ending the following June 30.

"Maximum Annual Special Tax" means the greatest amount of Annual Special Tax that can be levied on a Developed Parcel or a Final Map Parcel in any Fiscal Year.

"Maximum One-Time Special Tax" means the greatest amount of one-time Special Tax that can be collected with respect to a Developed Parcel in any Fiscal Year.

"Mobilehome" means a manufactured home or a mobilehome as defined in Sections 18007, 18008, and 18214 of the Health and Safety Code and which is to be used for residential purposes.

"MOU" means the Memorandum of Understanding, dated as of August 6, 1991, between the Landowner or Landowners and the District, and any amendments thereto.

"Multi-family Residential Parcel" means a Parcel with zoning permitting 11 or more residential units per acre.

"One-Time Special Tax" means a Special Tax Category 1, 2, or 3 subject to collection in the Fiscal Year that a Parcel becomes a Developed Parcel.

"Parcel" means a Parcel of land in the CFD designated on a map of the Placer County Assessor current as of the Classification Date and which has been assigned a discrete identifying number.

"Parcel Classification" means the placement of each Parcel into its respective classification as such Parcel existed on the Classification Date.

"Single-family Residential Parcel" means a Parcel with zoning permitting up to and including 10 residential units per acre.

"Special Tax(es)" mean(s) any tax levied or collected under the Act in the CFD.

"Special Tax Category" means a category prescribing the method of payment of the Special Tax. These payment methods are: One-Time Special Tax (Category 1), a combination of 50% One-Time Special Tax and 50% Annual Special Tax (Category 2), a combination of 30% One-Time Special Tax and 70% Annual Special Tax (Category 3), and Final Map Parcels Annual Special Tax (Category 4). These categories are shown on Attachment 1 which is attached hereto and incorporated herein.

"Subdivision" shall have the same meaning as used in Section 53341.5 of the Act.

"Superintendent" means the Superintendent of the District or his or her designee.

"Tax Collection Schedule" means a document to be prepared annually by the Superintendent for use by the Auditor in collecting the Annual Special Taxes each Fiscal Year.

"Taxable Parcel" means any Final Map Parcel or Developed Parcel that is not exempt from Special Taxes as a Tax-Exempt Parcel or as an Undeveloped Parcel.

"Tax-Exempt Parcel" means any Parcel that is exempt from Special Taxes under the Act. Taxable Parcels that are acquired by a public entity after the CFD is formed shall remain subject to the applicable Special Tax pursuant to Sections 53317.3 and 53317.5 of the Act.

"Undeveloped Parcel" means a Parcel with residential zoning within the boundaries of the CFD which is not classified as a Final Map Parcel or Developed Parcel. No Undeveloped Parcel shall be levied a Special Tax until such time as it becomes a Taxable Parcel.

2. BASIS OF SPECIAL TAX LEVY

A Special Tax applicable to each Taxable Parcel included within the boundaries of the CFD shall be levied and collected annually according to the tax rate and apportionment set forth in the initial ordinance and annual resolution of the Board adopted pursuant to the procedures set forth in the Act and in accordance with the terms and conditions set forth herein.

3. DETERMINATION AND CLASSIFICATION OF PARCELS SUBJECT TO SPECIAL TAX

The Special Tax shall be levied on Taxable Parcels within the CFD determined as of the Classification Date. As a general rule, the land use code assigned to the Parcel by the Assessor of Placer County will be used to determine Parcel Classification. If the land use code assigned by the Assessor is questioned by the Superintendent or the taxpayer, the District may assign an appropriate code based on its review of the status of the property. Such review may include reference to development agreements, recorded final maps, building permits issued, and other changes in development status.

The Superintendent shall prepare a list of the Parcels subject to the Special Tax using the records of the County Assessor and other relevant records examined or maintained by the District. Upon direction of the Board, and prior to the adoption of an ordinance or resolution levying the tax, and in any event on or before the date specified in the Act for adopting such ordinances and resolutions, the Superintendent shall use the definitions contained herein to classify Parcels as follows:

- a. Each Parcel is to be classified as a Tax-Exempt Parcel or a Taxable Parcel;
- b. Each Taxable Parcel is to be classified as a Developed Parcel or a Final Map parcel;
- c. Each Developed Parcel is to be classified as a Single- or Multi-Family Residential Parcel and is to be assigned an appropriate number of Dwelling Units;
- d. Each Single- and Multi-Family Residential Final Map Parcel is to be classified as being part of a Final Map Parcel and assigned an appropriate number of single-family and multi-family Dwelling Units.

4. ESCALATION FACTOR

The Maximum Annual Special Tax and the Maximum One-Time Special Tax shall be adjusted at the beginning of each Fiscal Year by the Escalation Factor not to exceed 7% percent in any one year. This adjustment shall be a percentage equal to the inflation rate for the prior year for construction costs as determined by the Superintendent. The Superintendent's determination shall be based upon the Engineering News Record, Construction Cost Index as of the December 1 prior to the Classification Date. The index source may be changed by the Board at any publicly noticed meeting. The Maximum Special Tax rate for a Taxable Parcel shall become fixed for the duration of the CFD in the Fiscal Year a Parcel becomes a Developed Parcel.

5. ELECTION OF SPECIAL TAX CATEGORY AND ASSIGNMENT OF MAXIMUM SPECIAL TAX RATES

a. The Election of A Special Tax Category 1, 2, or 3.

Within ten (10) calendar days after filing a final map, an application for a use permit, the close of escrow for a Mobilehome or the approval for occupancy of a Mobilehome, whichever occurs first, the owner or owners of record of the Parcel at the time of filing the election described herein shall file with the Superintendent an election as to which Special Tax Category shall be applicable to the Parcel, or in the case of a final map, to all of the Parcels in the Subdivision. The Special Tax Categories to which this election applies are Categories 1, 2, and 3.

If a timely election is not received by the Superintendent, the election of Special Tax Category 3 shall have been deemed to have been made.

In the discretion of the Board, an election may be changed before the Classification Date for the Fiscal Year in which the election was made, if such a change would not adversely effect the purposes for which the CFD was established. Elections received by the Superintendent after the Classification Date for the Fiscal Year and before July 1 of the Fiscal Year, shall be treated as elections made in the following Fiscal Year.

When an election is received, the Superintendent shall provide the person filing the election with a certificate of election stating the date the election was received and the Special Tax Category elected. The certificate of election shall state the name or names of the owners of record at the time of the election, the assessor's parcel numbers, and if available, the common street address, for the Parcels to which the election applies and such other information at the Superintendent deems desirable. The Superintendent shall retain a copy of the certificate of election at the District's office.

b. Assignment of Maximum Special Tax Rates.

The Maximum Annual Special Tax rates and the Maximum One-Time Special Tax Rates shall not exceed the rates per Dwelling Unit in the Base Year as shown in Attachment 1 hereto and as adjusted annually by the Escalation Factor. The Maximum Annual Special Tax rate and the Maximum One-Time Special Tax rates for a Developed Parcel becomes fixed for the duration of the CFD in the Fiscal Year a Parcel becomes a Developed Parcel. Parcels becoming Developed Parcels after the Classification Date for the Fiscal Year and before July 1 of the Fiscal Year, shall be treated as having become Developed Parcels in the following Fiscal Year.

The Maximum Annual Special Tax rates for Final Map Parcels shall not exceed the rates per Dwelling Unit in the Base Year as shown in Attachment 1 hereto and as adjusted annually by the Escalation Factor.

c. Duty to Maintain Records.

The Superintendent shall maintain records for each Parcel showing the date a Parcel became developed, the number and type of dwelling units in the Parcel, the Maximum Annual Special Tax rate for each unit, and the amount, if any, of the Maximum One-Time Special Tax rate paid with respect to each Dwelling Unit in the Parcel.

The Superintendent shall also maintain records showing the date and amount of each Annual and One-Time Special Tax payment per Dwelling Unit so that it may be determined when a unit has paid the tax for thirty (30) years and is no longer subject to the Special Tax pursuant to Section 8 hereof.

6. COLLECTION OF ONE-TIME SPECIAL TAX

The One-Time Special Tax (Categories 1, 2, and 3) must be paid prior to obtaining Developed Parcel status. Payment shall be made to the Superintendent by cashier's check or certified check payable to the CFD, and the Superintendent shall issue a receipt for payment of the One-Time Special Tax showing the date and amount of payment per Dwelling Unit per Parcel. Failure to pay in a timely manner shall mean that the Parcel is subject to the 30% One-Time Special Tax and 70% Annual Special Tax Category 3. If the 30% One-Time Special Tax is not paid in a timely manner, the Superintendent shall include the amount of the 30% One-Time Special Tax on the next Tax Collection Schedule, and the tax shall be levied and collected as an Annual Special Tax for the applicable Fiscal Year. Parcels to which an election of Special Tax Category 1 applies will not be subject to the Annual Special Tax if the One-Time Special Tax has been collected on or before the Classification Date. Parcels to which an election of Tax Category 2 applies will only be subject to the 50% Annual Special Tax Category 2 if the 50% One-Time Special Tax has been collected on or before the Classification Date. Otherwise, such Parcels shall be subject to the Annual Special Tax applicable to Final Map Parcels, or if they have obtained developed status without timely payment of the One-Time Special Tax to the Special Tax Category 3.

7. APPORTIONMENT, LEVY AND COLLECTION OF ANNUAL SPECIAL TAXES

The Annual Special Tax rate applicable to each Taxable Parcel in the CFD on the Classification Date shall be established annually by the Board as follows:

- a. The Superintendent shall calculate the Annual Costs.
- b. The Superintendent shall calculate the projected Maximum Annual Special Tax revenues available from Developed Parcels by multiplying the applicable Maximum Annual Special Tax rate Parcel by the applicable number of Dwelling Units on each Developed Parcel.
- c. If the total of the amount of revenue calculated in Step b is greater than the Annual Costs, the Superintendent shall reduce the Annual Special Tax rates applicable to Developed Parcels by equal proportions until the Annual Special Tax on Developed Parcels produces Annual Tax Revenue equal to the Annual Costs.
- d. If the total of amount of revenue calculated in Step b is less than the Annual Costs, the Superintendent shall calculate the Annual Special Tax rates applicable to Dwelling Units designated in Final Map Parcels within the CFD by equal proportions until the Annual Special Tax on Developed Parcels and Final Map Parcels produces Annual Tax Revenues equal to the Annual Costs. In this step, the Special Tax rate applicable to Final Map Parcels will be levied as necessary until the tax on Final Map Parcels and Developed Parcels produces Annual Tax Revenues equal to the Annual Costs or until the Maximum Annual Special Tax rate applicable to Dwelling Units designated on Final Map Parcels is reached.

The Superintendent shall prepare the Tax Collection Schedule for each Parcel based on the above method of apportionment and present it to the Board so that the Board may levy the Annual Special Taxes. After the Board has levied the Annual Special Taxes, the Superintendent shall deliver the Tax Collection Schedule, as approved by the Board, send it to the Auditor, requesting that the Annual Special Taxes be placed on the secured property tax rolls for the current Fiscal Year. The Tax Collection Schedule shall be delivered not later than the date required by the Auditor and the Act for such inclusion.

The Superintendent shall make reasonable efforts to correctly assign the Annual Special Tax rates and calculate the annual tax liability for each Taxable Parcel. It shall be the burden of the taxpayer to correct any errors in the determination of the rate and classification of the Parcels and Dwelling Units subject to the Special Tax.

8. TERMINATION OF THE SPECIAL TAX

a. Payment of Annual Tax for Thirty Years.

Until a Notice of Cessation or Addendum dissolving the CFD is filed as described below, the Superintendent shall delete from the Tax Collection Schedule all Parcels for which the Annual Special Taxes have been paid for more than thirty (30) full Fiscal Years on a cumulative basis.

b. Termination Per Parcel Paying One-Time Special Tax.

In the event the Special Tax Category 1 has been prepaid and permanently satisfied with respect to a Parcel, the Board shall record a Notice of Cancellation of Special Tax Lien as to that Parcel pursuant to Section 53344 of the Act. The Notice of Cancellation of Special Tax lien shall identify with particularity the Special Tax which has been prepaid and permanently satisfied, the book and page number in the records of the county recorder where the Notice of Special Tax Lien being canceled is recorded, shall contain the legal description and assessor's parcel number of the particular Parcel of land subject to the lien, and shall contain the name of the owner of record of the Parcel. The Board may specify a charge payable by the owner of record for the preparation and recordation of this notice.

c. Dissolution of CFD and Recording Addendum to Notice of Special Tax Lien.

The Board may, by ordinance, dissolve the CFD by making all of the determinations required by Section 53338.5 of the Act. These determinations are that the CFD is not obligated to pay any outstanding debt and the authorization for the CFD to levy the Special Tax has ceased.

Upon dissolving the CFD, the Board shall cause an addendum to be recorded to the Notice of Special Tax Lien recorded pursuant to Section 3114.5 of the Streets and Highways Code which shall state that the CFD and all associated liens, if any, have been dissolved. The District shall be liable for any outstanding debt discovered to exist after the dissolution of the CFD.

9. APPEALS AND INTERPRETATION PROCEDURE

Any taxpayer subject to the Special Taxes claiming that the amount or application of the Special Taxes has not been properly computed may file a notice with the Superintendent appealing the levy or collection of the Special Taxes. The Superintendent will promptly review the appeal and, if necessary, meet with the applicant and decide the appeal. If the findings of the Superintendent verify that the tax should be modified or changed, the Tax Collection Schedule shall be corrected if necessary and if applicable, a refund shall be granted in accordance with Section 10 hereof. Any dispute over the decision of the Superintendent shall be referred to the Board and the decision of the Board with respect to the Special Tax shall be final.

Interpretation may be made by resolution of the Board for purposes of clarifying any vagueness or uncertainty as it relates to the application of the Special Tax rate, the application of the method of apportionment, the classification of Parcels, or any definition applicable to the CFD.

10. CLAIM FOR REFUND

All claims for refund of Special Taxes collected on behalf of the CFD shall be filed with the Superintendent not later than one year after the date the Special Tax has been paid to the County or to the Superintendent on behalf of the CFD in cases where the tax is not collected by the County. The claimant shall file the claim within this time period and the claim shall be finally acted upon by the Board as a prerequisite to the claimant bringing suit thereon. Pursuant to Government Code section 935(b) the claim shall be subject to the provisions of Government Code sections 945.6 and 946.

The Board acting on its own behalf and on behalf of the CFD shall respond to a timely claim within the time period required and in the manner specified by Government Code section 912.4 and 912.6. Should said sections be amended or repealed, they shall apply according to their terms in effect on July 1, 1990.

The procedure described herein shall be the exclusive procedure for claimants seeking a refund of Special Taxes.

11. COLLECTION OF SPECIAL TAX

The Annual Special Tax shall be collected each year upon the applicable Assessor's Parcels in the CFD in the same manner as ordinary ad valorem property taxes are collected and any One-Time Special Tax shall be paid in accordance with Section 5 and 6 hereof; provided, however, that the CFD may collect Special Taxes at a different time or in a different manner if necessary to meet its financial obligations. All Annual Special Taxes shall be subject to the same penalties and lien priorities in the case of delinquency as is provided for ad valorem taxes. The Board shall cause the actions required above to be done for each Fiscal Year in a timely manner to assure that the schedule of the Special Taxes to be collected are received by the Auditor of the County of Placer for inclusion with billings for such ad valorem taxes for the applicable Fiscal Year. The Special Tax shall be levied and collected only so long as it is needed to finance the purchase, construction, expansion, improvement or rehabilitation of the Facilities and authorized costs and expenses. In the event of a delinquency, the CFD will pursue foreclosure in a timely manner.

12. ANNEXATION OF TERRITORY

Any territory to be annexed to the CFD shall, in addition to payment of Special Taxes at the rates set forth above, be subject to payment of any costs incurred by the CFD and District in conducting the annexation process and such additional tax within the territory to be annexed as may be necessary to compensate for the interest and principal previously paid by the existing community facilities district; provided that in no event shall the additional tax authorized herein be allowed to exceed the Maximum Annual Special Tax and the Maximum One-Time Special Tax applicable to the Parcels being annexed.

ATTACHMENT I TO EXHIBIT B
Western Placer Unified School District
Base Year Maximum Special Tax Rates by
Special Tax Category
(1993-1994 Base Year) (1)

SPECIAL TAX CATEGORY - DEVELOPED PARCELS (2)

1. ONE-TIME TAX ONLY

Unit Type: (5)	Single Family	Multi-Family
One-Time Special Tax (4)	See Calculation #1	
Annual Special Tax (5)	\$.00	\$.00

Calculation #1

Number of Square Feet of Home⁽⁶⁾ x \$3.63 = Total Mitigation Fee

2. ANNUAL TAX & 50% ONE-TIME TAX

Unit Type: (5)	Single Family	Multi-Family
One-Time Special Tax (4)	See Calculation #2a	
Annual Special Tax (5)	See Calculation #2b	

Calculation #2a

Sq. Ft. of Home⁽⁶⁾ x \$3.63 (= Mitigation Fee) - 50% = One-Time Tax

Calculation #2b

Total Mitigation Fee - 50% x .124 = Annual Tax

3. ANNUAL TAX & 30% ONE-TIME TAX

Unit Type: (5)	Single Family	Multi-Family
One-Time Special Tax (4)	See Calculation 3a	
Annual Special Tax (5)	See Calculation 3b	

Calculation 3a

Sq. Ft. of Home⁽⁶⁾ x \$3.63 (= Mitigation Fee) - 30% = One-Time Tax

Calculation 3b

Total Mitigation Fee - 30% x .124 = Annual Tax

SPECIAL TAX CATEGORY - FINAL MAP PARCELS (3)**4. ANNUAL TAX ONLY**

Unit Type: (5)	Single Family	Multi-Family
One-Time Special Tax (4)	\$.00	\$.00
Annual Special Tax (5)	See Calculation #4	

Calculation #4

Sq. Ft. of Home⁽⁶⁾ x \$3.63 (= Mitigation Fee) x .124 = Annual Tax

Notes: These notes are brief summaries and must be read in the context of Exhibit B.

- (1) Tax rates will be escalated annually after the Base Year. This adjustment shall be a percentage equal to the inflation rate for the prior year based on the "Engineering News Record" construction cost index or a successor index. The Maximum Special Tax rates for Developed Parcels is frozen at the time the Parcel becomes developed.
- (2) The Special Tax Category payment method on Developed Parcels must be elected, e.g. within ten (10) days of recording a subdivision's final map. However, the Developed parcel's annual or One-Time Special Tax rates are not levied until the building permit or use permit stage, whichever occurs first. Failure to make a timely election means the Parcel will be subject to the Annual Tax (Category 3).
- (3) Final Map Parcels are subject to an annual tax rate per Dwelling Unit only if the Maximum Annual Special Tax revenue from all Developed Parcels does not cover the Annual Costs.
- (4) The One-time Special Tax Category 1 and 2 is to be paid prior to issuance of a building permit or use permit. Failure to pay means the Parcel will be subject to the Annual Special Tax Category 3.
- (5) The tax is levied and collected per Dwelling Unit, not per Parcel.
- (6) The square footage of any house is capped at 2200 sq. ft. for this calculation.

5.7.13

CERTIFICATION

I, _____, Clerk of the Board of Trustees of the Western Placer Unified School District, Placer County, State of California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly approved and adopted by the Board at a regular meeting thereof held on February 4, 2003, of which meeting all the members of the Board had due notice at which a majority thereof were present. At the meeting the resolution was adopted by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

The agenda for the meeting was posted at least seventy-two (72) hours before the meeting at the offices of the District at 810 J Street, Lincoln, California, a location freely accessible to members of the public, and a brief description of the resolution appeared on the agenda.

I have carefully compared the foregoing copy of the resolution with the original minutes of the meeting on file and of record in my office, and the foregoing is a full, true, and correct copy of the original resolution adopted at the meeting and entered in the minutes.

Date: _____, 2003

Clerk of the Board of Trustees
Western Placer Unified School District

5.7.14

REPORTS AND COMMUNICATION

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEE MEETING
FACT SHEET

SUBJECT:

Program Focus Issue:
Curricular Report 2002-03

AGENDA ITEM AREA:

Reports

REQUESTED BY:

Scott Leaman,
Assistant Superintendent

ENCLOSURES:

Yes

MEETING DATE:

February 4, 2003

BACKGROUND:

The Board annually receives a report from the Office of Instructional Services describing global program issues.

ADMINISTRATION'S RECOMMENDATION:

No action is required on this item.

7.5.2
N

Western Placer Unified School District

Curricular Programs Report 2002-03

NOTE: The following represents global descriptions of programs. Additional changes in program may be necessary due to district and site budget decisions.

Scott Leaman
Office of Educational Services
February 4, 2003

7.5.2
A.1

Overarching Activities

- Continue alignment of curriculum to State standards in the five core areas through articulation and additional materials
- Establish and support district assessment systems
- Manage state-mandated assessment programs
- Support schools with state accountability issues
- Implement 21st Century Learning, After School, Arts Work, and Preschool grants
- Implement language arts programs.

Academic Program

"Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential."

7.5.2
8.2
1

Language Arts

"Develop a well articulated K-12 language arts program"

Continue

- Class size reductions (K-3, 9)
- Miller-Unruh
- Curriculum Based Measurement
- Summer school Focus



Focus

- Standards-based assessment
- Implement supplemental language arts materials/programs
- CAHSEE
- K-12 articulation meetings

Math

"Develop a well articulated K-12 math program"

Continue

- Class size reductions (K-3, 9)
- Summer School focus



Focus

- Standards-based assessment
- Implement supplemental math materials/programs
- CAHSEE
- Staff development needs
- K-12 articulation meetings

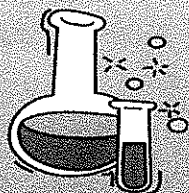
7.5.2
0.3
2

Science

“Develop a well articulated K-12 science program”

Continue

- Current K-12 Science system
- Elementary Science Specialists



Focus

- Planning for Outdoor Learning Environment
- LEAF grant
- Science Articulation

Social Science

“Develop a well articulated K-12 Social science program”

Continue

- Current K-12 Social Science system



Focus

- Analyze results from State Standards-based tests
- Inclusion in STAR testing

7.5.2
a.4³

Visual and Performing Arts

"Develop a well articulated K-12 Visual and performing arts program"

Continue

- Current Visual and Performing Arts program
- Elementary Music Specialist
- Arts Plan
- Graduation Requirement

Focus

- Arts Work grants
- Expansion of program
- In-service
- Standards-based assessments



Support Programs

GATE

Current

- GATE field trips
- GATE identification
- Multi-age GATE class

Focus

- Continued refinement of program
- GEMS participation
- GATE Consultant
- 2003-04 GATE Plan

Special Education

Current

- IEP Coaching
- 11% of students enrolled
- Intern program

Focus

- Curriculum Based Measurement
- Social promotion impact
- Explore new programs for unique populations
- Staffing

7.5.2
a.6 5

English Learners

Current

- District program
- Material support
- First Street Elementary English Learner
- Newcomer class

Focus

- California English Language Development Test (CELDT)
- Resignation criteria update
- In-service needs

Student Services

Current

- Lighthouse Community Resource Center
- Healthy Start Grant
- Family Preservation Grant

Focus

- Preschool grant
- 21st Century Learning Grant
- After School Grants

2.5.2
a.7 6

No Child Left Behind

Current

- Alignment of current programs to new areas

Focus

- New Title programs
- Personnel issues
- State alignment of current accountability system (API)

Other

- Continue library improvement
- New site plan
- Sierra College/WPUSD Program
- Staff development with Peer Assistance and Review program
- Impact of categorical budget cuts

7.5.2
A.8 7

INFORMATION

DISCUSSION

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

AGENDA ITEM:

Approve the Developer Agreement Between the Western Placer Unified School District and the Beazer Homes Holding Corp.

SUBJECT AREA:

Discussion/Action

REQUESTED BY:

Jay M. Stewart 
Assistant Superintendent, Business Services

ENCLOSURES:

Yes

BOARD MEETING DATE:

February 04, 2003

BACKGROUND:

The attached developer agreement authorizes the District to annex 129 lots from within the Three D Specific Development Plan. It is anticipated that 129 homes will yield approximately 40 K-5 students, 19 6-8 students, and 21 9-12 students.

The Developer has chosen the Option 3 special tax category which equates to 30% of the fee paid at the time building permits are pulled, and the remaining balance converted to an annual tax paid over thirty years.

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the Developer Agreement between the Western Placer Unified School District and Beazer Homes Holding Corp.

8.1

WESTERN PLACER UNIFIED SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICT NO. 1

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU"), entered into as of the later of the two dates of execution shown below, is by and between the Western Placer Unified School District (the "District") and the landowner who has executed this MOU (the "Landowner").

RECITALS

This MOU is made with reference to the following facts and intentions:

- A. It is the intent of the parties to this MOU, which includes the attached Exhibit A (Description of Facilities), Exhibit B (Special Tax Formula), Exhibit C (Memorandum of Agreement), and Exhibit D (Waiver and Consent), to provide a method to finance school facilities made necessary in whole or in part by the development of the real property belonging to the Landowner and described on the signature page hereto ("Landowner's property").
- B. To accomplish the purpose of financing school facilities, the parties seek to undertake proceedings under the Mello-Roos Community Facilities Act of 1982, as amended (Government Code Sections 53311 et seq., the "Act"), to annex Landowner's property to the Western Placer Unified School District Community Facilities District No. 1 ("CFD No. 1"), including the holding of required hearings, the adoption of all resolutions, the conduct of an election to authorize the levy of a special tax (the "Special Tax"), and all other actions necessary to annex Landowner's property on CFD No. 1 and levy the Special Tax on such property.
- C. The parties recognize that current levels of state and local funding for school facilities are insufficient to meet the needs of the District for new school facilities caused by the impact of new development in the District and that the Landowner needs new school facilities to serve her/his/its development. The parties intend to fund school facilities for the District required by development within CFD No. 1 with a combination of state funds and local funding through the Special Tax and proceeds of bonds issued under the Act and secured by the Special Tax (the "Bonds"). The parties intend that the Special Tax will fund at least seventy-five percent (75%) of the costs and incidental expenses of the purchase, construction, expansion, rehabilitation, improvement, and acquisition of the facilities described in Exhibit A attached hereto. The parties further anticipate that additional territory will be annexed to CFD No. 1 and the parties recognize that, while it is their intent to fund 75% of said costs and expenses over the projected twenty-year build-out of the properties proposed to be included within CFD No. 1, the District may fund 100% of the costs and expenses of specific facilities and specific issued of Bonds with any combination of the Special Tax and Bond proceeds as the Governing Board of the District (the "Board") deems reasonable. The District will use reasonable efforts to obtain state funding for such portion of the facilities described in Exhibit A as are eligible for state funding.

D. The Landowner executing the MOU has voluntarily agreed to subject his/her/its land to the Special Tax and such taxes shall be made binding on Landowner's assignees and successors in interest irrespective of whether additional territory is annexed to CFD No. 1.

E. The Special Tax will be levied in CFD No. 1 in accordance with the special tax formula set forth in Exhibit B attached hereto and hereby made a part hereof. The Special Tax shall be levied against all Taxable Property (as that term is defined in Exhibit B) within CFD No. 1.

F. The Board may authorize the issuance of Bonds to be repaid from the annual levy and collection of the Special Tax. The proceeds of the Special Tax and Bonds will be used to finance the purchase, construction, expansion, rehabilitation, improvement, and acquisition of the types of public school facilities described in Exhibit A attached hereto and incorporated herein to serve properties within the boundaries of the District and CFD No. 1 as specified by the Board from time to time.

G. The District acknowledges that the execution of this MOU and the fulfillment of its terms will satisfy any condition placed on the development of Landowner's property by the City of Lincoln or Placer County that Landowner participate in the District's facilities financing plan. Upon execution of this MOU and recordation of a Memorandum of Agreement in the form attached hereto as Exhibit C (whereby this MOU is made of record), the District shall notify the City of Lincoln of Placer County (as appropriate) that the Landowner has satisfied such development.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. Recitals. The foregoing recitals are true and correct and are hereby adopted as part of this MOU.

2. Waiver. The Landowner shall execute and file with the Clerk of the Board a Waiver and Consent in the form attached hereto as Exhibit D consenting to the acceleration of the election timetable and waiving other procedural requirements in connection with the formation of CFD No. 1, the annexation of Landowner's property to CFD No. 1, and the election.

3. Special Tax Rates; Election of Special Tax Category. The rates at which the Special Tax is collected from properties in CFD No. 1, exclusive of any other general or special taxes, shall not exceed the maximum rates set forth in Exhibit B. The Landowner hereby elects the Special Tax Category indicated on the signature page of this MOU to be applicable to Landowner's property.

4. Use of Special Tax Revenue. Revenue derived from the Special Tax shall be used for the purchase, construction, expansion, rehabilitation, improvement, and acquisition of school facilities to be located within the District to serve the properties within the boundaries of the District and the CFD No. 1. Such revenue shall be used to pay all costs necessary to administer and pay debt service on the Bonds, to accumulate funds for future debt service, to establish or replenish any necessary reserve and sinking funds, to pay directly for any authorized facilities, to pay any rebatable arbitrage and to pay any other costs or expenses of CFD No. 1 authorized by the Act. The District will use its best efforts to use the proceeds of the Special Tax and Bonds for school facilities that will primarily serve the developments of the Landowners in CFD No. 1.

5. Exemption From Residential Development Fees. Upon annexation of Landowner's property to CFD No. 1 and during the period of time the Special Tax is levied on such property (or, if the tax is prepaid, the period of time the Special Tax would have been levied), it shall be exempt from the payment of the development fees imposed on residential projects for the provision of school facilities that are currently levied by the District in accordance with the provisions of Government Code section 53080 et seq. From the date of this MOU until the date the Board adopts a resolution that the requisite two-thirds of votes cast in an election held pursuant to Government Code Section 53339.7 are in favor of levying the Special Tax within the area proposed to be annexed to CFD No. 1, the District will continue to collect development fees at the time of issuance of building permits with respect to residential projects on Landowner's property. If the requisite votes are obtained, the District shall refund to Landowner the amount of such development fees (if any) that exceeds the one-time tax component of the Landowner's Special Tax liability. If at the special election the Landowner fails to vote in favor of the annexation of Landowner's property to CFD No. 1, and if as a result of such failure Landowner's property is not annexed to CFD No. 1, Landowner agrees to pay to the District as a school facilities impact fee, and shall pay immediately following the day of the election, an amount equal to the Special Tax Category 1 One-Time Special Tax (and earlier payment of development fees being credited against such liability).

6. Commercial/Industrial Development Fees. The District shall be entitled to collect the maximum development fee allowed by law for any commercial or industrial projects on Landowner's property.

7. Bonds. The Board intends to authorize the issuance of Bonds under the Act to be repaid from the annual levy and collection of the Special Tax. The proceeds of the Bonds may be used to finance the school facilities described in Exhibit A. Such facilities may in whole or in part serve the dwelling units within the boundaries of CFD No. 1 and may be located anywhere in the District.

8. Development Agreements. The Landowner agrees that any development agreement, tentative subdivision map, final subdivision map, and parcel map with the City of Lincoln or County of Placer for development within CFD No. 1 shall be consistent with this MOU.

9. Successors Bound: Covenants Run with the Land. All of the covenants, stipulations and agreements contained in this MOU made by or on behalf of, or for the benefit or burden of, the parties hereto shall be binding upon and shall inure to the benefit or burden of the assigns, successors in interest, and successors in title of the respective parties. Further, the provisions and terms of this MOU shall be a covenant that applies to and runs with the land within the meaning of Civil Code Section 1468. This MOU is recited to be of benefit to the land in that, upon its execution, the District will certify compliance with any school facilities mitigation condition imposed by the City of Lincoln or Placer County, thereby allowing Landowner to record a final subdivision map. Further, this MOU creates an equitable servitude that will bind all successors and assigns of the parties hereto under principles of equity. Landowner shall give notice of this MOU in all deeds, leases, contracts of sale, or other instruments conveying any interest in Landowner's property.

10. Amendment. This MOU shall be amended only by a written instrument executed on behalf of the District and the Landowner. Nothing in this MOU shall be interpreted as limiting the authority of the Board to make changes, annex territory to CFD No. 1, or establish other community facilities districts as authorized by the Act.

11. Severability. If any provision of this MOU shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining portions hereof shall not in any way be affected or impaired thereby, except where enforcement is inconsistent with the parties' intent.

12. Entire Agreement. This MOU supersedes and cancels any and all other agreements, either oral or written, between the parties with respect to the subject matter herein and dated prior hereto.

13. Governing Law. This MOU shall be governed by and construed in accordance with the laws of the State of California.

14. Execution in Counterparts. This MOU may be executed in several counterparts each of which shall be an original and all of which shall constitute but one and the same agreement.

15. Recording the Memorandum. The Landowner agrees to execute, simultaneously with the execution of this MOU, a Memorandum of Agreement to be recorded in the real property records by the District. The Memorandum of Agreement shall give notice that the Landowner's property is subject to this MOU.

NOW THEREFORE, the parties hereto have executed this Memorandum of Understanding on the date(s) set forth below.

Date: January 21, 2002 WESTERN PLACER UNIFIED SCHOOL DISTRICT

Signed By:

Ron Ryth
Superintendent

NOTE: This MOU will not become effective until the Landowner also executes the Memorandum of Agreement (Exhibit C) in the presence of a notary and the Consent and Waiver (Exhibit D) [not notarized] and returns them to the District.

Date: 1/17, 2003 BEAZER HOMES HOLDINGS CORP
[Type or print name(s) in which record title is held]

Signed By:

Stan Samiec

If title is held other than by individual(s), type or print name of person signing on behalf of landowner and his/her authority to sign (e.g., general partner or president of owner.

Land Acquisition/Land
Development HEAD.

Special Tax Category Elected (check one):

Special Tax Category 1:

Special Tax Category 2:

Special Tax Category 3: X

Assessors' Parcel Nos.:

Acreage of each parcel:

Name of Subdivision:

021-330-014

33 acres

3D Lincoln

8.1.5

EXHIBIT A

DESCRIPTION OF PUBLIC SCHOOL FACILITIES

The types of facilities to be financed by CFD No. 1, to the extent financing is available, shall be as follows: the purchase, construction, expansion, improvement, and rehabilitation of any real and tangible property, including existing and new elementary and secondary school sites, structures, and equipment and any other governmental facilities, such as administrative offices and equipment, that the Board is authorized by law to contribute revenue to, or construct, own, or operate, whether or not said facilities meet the building and cost area standards of the State Allocation Board, and provided that said facilities have a useful life of five years or longer.

The Board contemplates that the following specific facilities will be financed in whole or in part by bond proceeds but reserves its discretion to change this configuration to accommodate new development as it actually occurs:

1. The construction and reconstruction necessary to increase the capacity of the Glen Edwards Middle School facility, including but not limited to the purchase of relocatable classrooms, the construction of multipurpose rooms and areas, and the construction of lockers and locker areas;
2. The construction and reconstruction necessary to increase the capacity of the Lincoln High School facility to 1,200 students or such additional capacity as can be accommodated on the site to provide interim facilities when conditions or overcrowding exist;
3. The acquisition and construction of relocatable classrooms and support facilities for one elementary school (the "Starter School");
4. The acquisition of sites for and construction of six elementary schools;
5. The acquisition of sites and construction of two middle schools;
6. The acquisition of a site and construction of one high school for 1,600 students; and
7. The acquisition and construction of support facilities and equipment to meet the needs of students generated by any subdivision in CFD No. 1, including buses, bus storage facilities, maintenance facilities, warehouses, administrative offices and continuation schools.

EXHIBIT B - THE SPECIAL TAX FORMULA

WESTERN PLACER UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICT NO. 1 RATE, METHOD OF APPORTIONMENT, AND MANNER OF COLLECTION OF SPECIAL TAX

1. DEFINITIONS

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, (Chapter 2.5, Part 1, Division 2, Title 5 of the California Government Code).

"Administrative Expenses" means the actual or estimated costs incurred by the District to determine, levy and collect the Special Taxes, including but not limited to salaries of District employees and the fees of consultants, corporate bond-paying agents, attorneys, fiscal agents, and bond trustees; the costs of collecting the Special Taxes; preparation of required reports; and any other costs required to administer the CFD.

"Annual Costs" means for each Fiscal Year, the total of (1) Debt Service for the calendar year commencing January 1 of such Fiscal Year through December 31 of the following Fiscal Year as well as any Debt Service not previously accounted for in the first six months of the Fiscal Year; (2) Administrative Expenses for the Fiscal Year; (3) any amounts needed to replenish bond reserve and sinking funds for bonds issued by the CFD to the level required under documents pursuant to which such bonds were issued; (4) an amount equal to actual or estimated delinquencies in Special Taxes for the First Fiscal Year in which the tax is levied and thereafter for the amount equal to the amount of delinquencies in payments of Special Taxes levied in the previous Fiscal Year; and (5) any pay-as-you-go expenses for Facilities for the Fiscal Year, including reasonable reserve and sinking funds for pay-as-you-go expenses and reimbursements to Landowners for formation costs.

"Annual Special Tax" means the Special Tax subject to levy on a Taxable parcel on an annual basis.

"Annual Tax Revenues" means the amount of Annual Special Taxes to be levied each Fiscal Year to pay the Annual Costs.

"Auditor" means the Auditor for the County or his or her designee.

"Base Year" means the Fiscal Year starting July 1, 1990.

"Board" means the Board of Trustees of the Western Placer Unified School District when acting as the legislative body for the CFD under the Act.

"CFD" means the Community Facilities District No. 1, Western Placer Unified School District, County of Placer, California.

"City" means the City of Lincoln, California.

"Classification Date" means the date ten days prior to the beginning of each Fiscal Year.

"County" means the County of Placer, California.

"Debt Service" means the total amount of principal, interest, reserve fund payments and sinking fund payments due for any bonds of the CFD.

"Developed Dwelling Units" means dwelling units for which building permits for Single-Family or Multi-Family residential use, or similar authorizations for Mobile Homes, have been issued by the City, the County, or any agency responsible for issuing similar authorizations for Mobile Homes.

"Developed Parcel" means a lot or Parcel in the CFD for which a building permit, use permit or a similar authorization for Mobile Homes has been issued for construction of any residential use. Once classified as a Developed Parcel, no Parcel shall be removed from the developed classification until the obligation to pay the Special Tax has been satisfied. The Board may reclassify Developed Parcels based on actual use when the reclassification would increase the Special Tax.

"District" means the Western Placer Unified School District.

"Dwelling Units" means (1) for Developed Parcels, the number of dwelling units indicated on the building permit, use permit, or similar authorizations for Mobile Homes; and (2) for Final Map Parcels, one unit per Single-Family Residential Parcel, or ten units per acre per Multi-Family Residential Parcel.

"Escalation Factor" means the construction cost index from the Engineering News Record, or any successor index selected by the Board, applied as a per Fiscal Year increase, compounded after the Base Year not to exceed a maximum of seven percent per year, to increase the Maximum One-Time Special Tax and the Maximum Annual Special Tax rates.

"Facilities" means those facilities described in Exhibit A to the MOU.

"Final Map Parcel" means a lot or Parcel shown on a recorded final map that is intended to be developed for any residential use and for which a building permit or use permit has not been issued.

"Fiscal Year" means the period beginning July 1 and ending the following June 30.

"Maximum Annual Special Tax" means the greatest amount of Annual Special Tax that can be levied on a Developed Parcel or a Final Map Parcel in any Fiscal Year.

"Maximum One-Time Special Tax" means the greatest amount of one-time Special Tax that can be levied on a Developed Parcel or a Final Map Parcel in any Fiscal Year.

"Mobile Home" means a manufactured home or mobile home as defined in Sections 18007, 18008, and 18214 of the Health and Safety Code and which is to be used for residential purposes.

"MOU" means the Memorandum of Understanding, dated as of August 6, 1991, between the Landowner or Landowners and the District, and any amendments thereto.

"Multi-family Residential Parcel" means a Parcel with zoning permitting 11 or more residential units per acre.

"One-Time Special Tax" means a Special Tax Category 1, 2, or 3 subject to collection in the Fiscal Year that a Parcel becomes a Developed Parcel.

"Parcel" means a Parcel of land in the CFD designated on a map of the Placer County Assessor current as of the Classification Date and which has been assigned a discrete identifying number.

"Parcel Classification" means the placement of each Parcel into its respective classification as such Parcel existed on the Classification Date.

"Single-family Residential Parcel" means a Parcel with zoning permitting up to and including 10 residential units per acre.

"Special Tax(es)" mean(s) any tax levied or collected under the Act in the CFD.

"Special Tax Category" means a category prescribing the method of payment of the Special Tax. These payment methods are: One-Time Special Tax (Category 1), a combination of 50% One-Time Special Tax and 50% Annual Special Tax (Category 2), a combination of 30% One-Time Special Tax and 70% Annual Special Tax (Category 3), and Final Map Parcels Annual Special Tax (Category 4). These categories are shown on Attachment 1 which is attached hereto and incorporated herein.

"Subdivision" shall have the same meaning as used in Section 53441.5 of the Act.

"Superintendent" means the Superintendent of the District or his or her designee.

"Tax Collection Schedule" means a document to be prepared annually by the Superintendent for use by the Auditor in collecting the Annual Special Taxes each Fiscal Year.

"Taxable Parcel" means any Final Map Parcel or Developed Parcel that is not exempt from Special Taxes as a Tax-Exempt Parcel or as an Undeveloped Parcel.

"Tax-Exempt Parcel" means any Parcel that is exempt from Special Taxes under the Act. Taxable Parcels that are acquired by a public entity after the CFD is formed shall remain subject to the applicable Special Tax pursuant to Sections 53317.3 and 53317.5 of the Act.

"Undeveloped Parcel" means a Parcel with residential zoning within the boundaries of the CFD which is not classified as a Final Map Parcel or Developed Parcel. No Undeveloped Parcel shall be levied a Special Tax until such time as it becomes a Taxable Parcel.

2. BASIS OF SPECIAL TAX LEVY

A Special Tax applicable to each Taxable Parcel included within the boundaries of the CFD shall be levied and collected annually according to the tax rate and apportionment set forth in the initial ordinance and annual resolution of the Board adopted pursuant to the procedures set forth in the Act and in accordance with the terms and conditions set forth herein.

3. DETERMINATION AND CLASSIFICATION OF PARCELS SUBJECT TO SPECIAL TAX

The Special Tax shall be levied on Taxable Parcels within the CFS determined as of the Classification Date. As a general rule, the land use code assigned to the Parcel by the Assessor of Placer County will be used to determine Parcel Classification. If the land use code assigned by the Assessor is questioned by the Superintendent or the taxpayer, the District may assign an appropriate code based on its review of the status of the property. Such review may include reference to development agreements, recorded final maps, building permits issued, and other changes in development status.

The Superintendent shall prepare a list of the Parcels subject to the Special Tax using the records of the County Assessor and other relevant records examined or maintained by the District. Upon direction of the Board, and prior to the adoption of an ordinance or resolution levying the tax, and in any event on or before the date specified in the Act for adopting such ordinances and resolutions, the Superintendent shall use the definitions contained herein to classify Parcels as follows:

- a. Each Parcel is to be classified as a Tax-Exempt Parcel or a Taxable Parcel;
- b. Each Taxable Parcel is to be classified as a Developed Parcel or a Final Map parcel;
- c. Each Developed Parcel is to be classified as a Single or Multi-Family Residential Parcel and is to be assigned an appropriate number of Dwelling Units;
- d. Each Single and Multi-Family Residential Final Map Parcel is to be classified as being part of a Final Map Parcel and assigned an appropriate number of single-family and multi-family Dwelling Units.

4. ESCALATION FACTOR

The Maximum Annual Special Tax and the Maximum One-Time Special Tax shall be adjusted at the beginning of each Fiscal Year by the Escalation Factor not to exceed 7% in any one year; however, any proposed increase exceeding 4% must require concurrence of the City of Lincoln's Council. This adjustment shall be a percentage equal to the inflation rate for the prior year for construction costs as determined by the Superintendent. The Superintendent's determination shall be based upon the Engineering News Record, Construction Cost Index as of the December 1 prior to the Classification Date. The index source may be changed by the Board at any publicly noticed meeting. The Maximum Special Tax rate for a Taxable parcel shall become fixed for the duration of the CFD in the Fiscal Year a Parcel becomes a Developed Parcel.

5. ELECTION OF SPECIAL TAX CATEGORY AND ASSIGNMENT OF MAXIMUM SPECIAL TAX RATES

a. The Election of A Special Tax Category 1, 2, or 3.

Within ten (10) calendar days after filing a final map, an application for a use permit, the close of escrow for a Mobile Home or the approval for occupancy of a Mobile Home, whichever occurs first, the owner or owners of record of the Parcel at the time of filing the election described herein shall file with the Superintendent an election as to which Special Tax Category shall be applicable to the Parcel, or in the case of a final map, to all of the Parcels in the Subdivision. The Special Tax Categories to which this election applies are Categories 1, 2, and 3.

If a timely election is not received by the Superintendent, the election of Special Tax Category 3 shall have been deemed to have been made.

In the discretion of the Board, an election may be changed before the Classification Date for the Fiscal Year in which the election was made, if such a change would not adversely affect the purposes for which the CFD was established. Elections received by the Superintendent after the Classification Date for the Fiscal Year and before July 1 of the Fiscal Year, shall be treated as elections made in the following Fiscal Year.

When an election is received, the Superintendent shall provide the person filing the election with a certificate of election stating the date the election was received and the Special Tax Category elected. The certificate of election shall state the name or names of the owners of record at the time of election, the assessor's parcel numbers, and if available, the common street address, for the Parcels to which the election applies and such other information as the Superintendent deems desirable. The Superintendent shall retain a copy of the certificate of election at the District's Office.

b. Assignment of Maximum Special Tax Rates.

The Maximum Annual Special Tax rates and the Maximum One-Time Special Tax Rates shall not exceed the rates per Dwelling Unit in the Base Year as shown in Attachment 1 hereto and as adjusted annually by the Escalation Factor. The Maximum Annual Special Tax rate and the Maximum One-Time Special Tax rates for a Developed Parcel becomes fixed for the duration of the CFD in the Fiscal Year a Parcel becomes a Developed Parcel. Parcels becoming Developed Parcels after the Classification Date for the Fiscal Year and before July 1 of the Fiscal Year, shall be treated as having become Developed Parcels in the following Fiscal Year.

The Maximum Annual Special Tax rates for Final Map Parcels shall not exceed the rates per Dwelling Unit in the Base Year as shown in Attachment 1 hereto and as adjusted annually by the Escalation Factor.

c. Duty to Maintain Records.

The Superintendent shall maintain records for each Parcel showing the date a Parcel became developed, the number and type of dwelling units in the Parcel, the Maximum Annual Special Tax rate for each unit, and the amount, if any, of the Maximum One-Time Special Tax rate paid with respect to each Dwelling Unit in the Parcel.

The Superintendent shall also maintain records showing the date and amount of each Annual and One-time Special Tax payment per Dwelling Unit so that it may be determined when a unit has paid the tax for thirty (30) years and is no longer subject to the Special Tax pursuant to Section 8 hereof.

6. COLLECTION OF ONE-TIME SPECIAL TAX

The One-Time Special Tax (Categories 1, 2, and 3) must be paid prior to obtaining Developed Parcel status. Payment shall be made to the Superintendent by cashier's check or certified check payable to the CFD, and the Superintendent shall issue a receipt for payment of the One-Time Special Tax showing the date and amount of payment per Dwelling Unit per Parcel. Failure to pay in a timely manner shall mean that the Parcel is subject to the 30% One-Time Special Tax and 70% Annual Special Tax Category 3. If the 30% One-Time Special Tax is not paid in a timely manner, the Superintendent shall include the amount of the 30% One-Time Special Tax on the next Tax Collection Schedule, and the tax shall be levied and collected as an Annual Special Tax for the applicable Fiscal Year. Parcels to which an election of Special Tax Category 1 applies will not be subject to the Annual Special Tax if the One-Time Special Tax has been collected on or before the Classification Date. Parcels to which an election of Tax Category 2 applies will only be subject to the 50% Annual Special Tax Category 2 if the 50% One-Time Special Tax has been collected on or before the Classification Date. Otherwise, such Parcels shall be subject to the Annual Special Tax applicable to Final Map Parcels, or if they have obtained developed status without timely payment of the One-Time Special Tax to the Special Tax Category 3.

7. AFFORTIONMENT, LEVY AND COLLECTION OF ANNUAL SPECIAL TAXES

The Annual Special Tax rate applicable to each Taxable Parcel in the CFD on the Classification Date shall be established annually by the Board as follows:

- a. The Superintendent shall calculate the Annual Costs.
- b. The Superintendent shall calculate the projected Maximum Annual Special Tax revenues available from Developed Parcels by multiplying the applicable Maximum Annual Special Tax rate Parcel by the applicable number of Dwelling Units on each Developed Parcel.
- c. If the total of the amount of revenue calculated in Step b is greater than the Annual Costs, the Superintendent shall reduce the Annual Special Tax rate applicable to Developed Parcels by equal proportions until the Annual Special Tax on Developed Parcels produces Annual Tax Revenue equal to the Annual Costs.
- d. If the total of amount of revenue calculated in Step b is less than the Annual Costs, the Superintendent shall calculate the Annual Special Tax rate applicable to Dwelling Units designated in Final Map Parcels within the CFD by equal proportions until the Annual Special Tax on Developed Parcels and Final Map Parcels produces Annual Tax Revenues equal to the Annual Costs. In this step, the Special Tax rate applicable to Final Map Parcels will be levied as necessary until the tax on Final Map Parcels and Developed Parcels produces Annual Tax Revenues equal to the Annual Costs or until the Maximum Annual Special Tax rate applicable to Dwelling Units designated on Final Map Parcels is reached.

The Superintendent shall prepare the Tax Collection Schedule for each Parcel based on the above method of apportionment and present it to the Board so that the Board may levy the Annual Special Taxes. After the Board has levied the Annual Special Taxes, the Superintendent shall deliver the Tax Collection Schedule, as approved by the Board, send it to the Auditor, requesting that the Annual Special Taxes be placed on the secured property tax rolls for the current Fiscal Year. The Tax Collection Schedule shall be delivered not later than the date required by the Auditor and the Act for such inclusion.

The Superintendent shall make reasonable efforts to correctly assign the Annual Special Tax rates and calculate the annual tax liability for each Taxable Parcel. It shall be the burden of the taxpayer to correct any errors in the determination of the rate and classification of the Parcels and Dwelling Units subject to the Special Tax.

8. TERMINATION OF THE SPECIAL TAX

- a. Payment of Annual Tax for Thirty Years.

Until the Notice of Cessation or Addendum dissolving the CFD is filed as described below, the Superintendent shall delete from the Tax Collection Schedule all Parcels for which the Annual Special Taxes have been paid for more than thirty (30) full Fiscal Years on a cumulative basis.

b. Termination Per Parcel Paying One-Time Special Tax.

In the event the Special Tax Category 1 has been prepaid and permanently satisfied with respect to a Parcel, the Board shall record a Notice of Cancellation of Special Tax Lien as to that Parcel pursuant to Section 53344 of the Act. The Notice of Cancellation of Special Tax lien shall identify with particularity the Special Tax which has been prepaid and permanently satisfied, the book and page number in the records of the county recorder where the Notice of Special Tax Lien being canceled is recorded, shall contain the legal description and assessor's parcel number of the particular Parcel of land subject to the lien, and shall contain the name of the owner of record of the Parcel. The Board may specify a charge payable to the owner of record for the preparation and recordation of this notice.

c. Dissolution of CFD and Recording Addendum to Notice of Special Tax Lien.

The Board may, by ordinance, dissolve the CFD by making all of the determinations required by Section 53338.5 of the Act. These determinations are that the CFD is not obligated to pay any outstanding debt and the authorization for the CFD to levy the Special Tax has ceased.

Upon dissolving the CFD, the Board shall cause an addendum to be recorded to the Notice of Special Tax Lien recorded pursuant to Section 3114.5 of the Streets and Highways Code which shall state that the CFD and all associated liens, if any, have been dissolved. The District shall be liable for any outstanding debt discovered to exist after the dissolution of the CFD.

9. APPEALS AND INTERPRETATION PROCEDURE

Any taxpayer subject to the Special Taxes claiming that the amount or application of the Special Taxes had not been properly computed may file a notice with the Superintendent appealing the levy or collection of the Special Taxes. The Superintendent will promptly review the appeal and, if necessary, meet with the applicant and decide the appeal. If the findings of the Superintendent verify that the tax should be modified or changed, the Tax Collection Schedule shall be corrected if necessary and if applicable, a refund shall be granted in accordance with Section 10 hereof. Any disputed over the decision of the Superintendent shall be referred to the Board and the decision of the Board with respect to the Special Tax shall be final.

Interpretation may be made by resolution of the Board for purposes of clarifying any vagueness or uncertainty as it relates to the application of the Special Tax rate, the application of the method of apportionment, the classification of Parcels, or any definition applicable to the CFD.

10. CLAIM FOR REFUND

All claims for refund of Special Taxes collected on behalf of the CFD shall be filed with the Superintendent not later than one year after the date the Special Tax has been paid to the County or to the Superintendent on behalf of the CFD in cases where the tax is not collected by the County. The claimant shall file the claim within this time period and the claim shall be finally acted upon by the Board as a prerequisite to the claimant bringing suit thereon. Pursuant to Government Code section 935(b) the claim shall be subject to the provisions of Government Code sections 945.6 and 946.

The Board acting on its own behalf and on behalf of the CFD shall respond to a timely claim within the time period required and in the manner specified by Government Code section 912.4 and 912.6. Should said sections be amended or repealed, they shall apply according to their terms in effect on July 1, 1990.

The procedure described herein shall be the exclusive procedure for claimants seeking a refund of Special Taxes.

11. COLLECTION OF SPECIAL TAX

The Annual Special Tax shall be collected each year upon the applicable Assessor's Parcel's in the CFD in the same manner as ordinary ad valorem property taxes are collected and any One-Time Special Tax shall be paid in accordance with Section 5 and 6 hereof; provided, however, that the CFD may collect Special Taxes at a different time or in a different manner if necessary to meet its financial obligation. All Annual Special Taxes shall be subject to the same penalties and lien priorities in the case of delinquency as is provided for ad valorem taxes. The Board shall cause the actions required above to be done for each Fiscal Year in a timely manner to assure that the schedule of the Special Taxes to be collected are received by the Auditor of the County of Placer for inclusion with billings for such ad valorem taxes for the applicable Fiscal Year. The Special Tax shall be levied and collected only so long as it is needed to finance the purchase, construction, expansion, improvement or rehabilitation of the facilities and authorized costs and expenses. In the event of a delinquency, the CFD will pursue foreclosure in a timely manner.

12. ANNEXATION OF TERRITORY

Any territory to be annexed to the CFD shall, in addition to payment of Special Taxes at the rates set forth above, be subject to payment of any costs incurred by the CFD and District in conducting the annexation process and such additional tax within the territory to be annexed as may be necessary to compensate for the interest and principal previously paid by the existing community facilities district; provided that in no event shall the additional tax authorized herein be allowed to exceed the Maximum Annual Special Tax and the Maximum One-Time Special Tax applicable to the Parcels being annexed.

ATTACHMENT 1 TO EXHIBIT B
Western Placer Unified School District
Base Year Maximum Special Tax Rates by
Special Tax Category
(2002-03 Base Year)

SPECIAL TAX CATEGORY - DEVELOPED PARCELS

1. ONE-TIME TAX ONLY

One-Time Special Tax	\$9,746.00
Annual Special Tax	\$.00

2,200 square feet x \$4.43 per square foot

2. ANNUAL TAX & 50% ONE-TIME TAX

One-Time Special Tax	\$4,873.00
Annual Special Tax	\$ 604.25

2,200 square feet x \$4.43 per square foot

3. ANNUAL TAX & 30% ONE-TIME TAX

One-Time Special Tax	\$2,923.80
Annual Special Tax	\$ 845.95

2,200 square feet x \$4.43 per square foot

Notes: These notes are brief summaries and must be read in the context of Exhibit B.

- (1) Tax rates will be escalated annually after the Base Year. This adjustment shall be a percentage equal to the inflation rate for the prior year based on the "Engineering News Record" construction cost index to a successor index. The Maximum Special Tax rates for Developed Parcels is frozen at the time the Parcel becomes developed.
- (2) The Special Tax Category payment method on Developed Parcels must be elected within ten (10) days of recording a subdivision's final map. However, the Developed Parcel's annual or One-Time Special Tax rates are not levied until the building permit or use permit stage, whichever occurs first. Failure to make a timely election means the Parcel will be subject to the Annual tax (Category 3)
- (3) The One-time Special Tax Category 1 and 2 is to be paid prior to issuance of a building permit or use permit. Failure to pay means the Parcel will be subject to the Annual Special Tax Category 3.
- (4) The tax is levied and collected per Dwelling Unit, not per Parcel.

RECORDING REQUESTED BY:
WHEN RECORDED MAIL TO:
Western Placer Unified School District
810 J Street
Lincoln, CA 95648
Attention: Assistant Superintendent, Business Services

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT is made and entered into on the date shown below by and between the WESTERN PLACER UNIFIED SCHOOL DISTRICT (the "District") and the owner of the property described below, whose name appears below (the "Landowner"). The District and the Landowner have entered into an unrecorded Memorandum of Understanding (the "MOU") dated as of January 21, 2003, relating to the property described below for the purposes described in the Recitals of the MOU.

This MEMORANDUM OF AGREEMENT has been prepared for the purpose of recordation and in no way modifies the rights and obligations of the parties, which are fully set forth in the MOU.

Copies of the MOU are in the possession of the District at its offices at 810 J Street, Lincoln, CA 95648.

IN WITNESS WHEREOF this MEMORANDUM OF AGREEMENT has been executed by the parties as of the day and year shown below.

Date: January 21, 2003

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Signed By:

[Signature]
Superintendent

LANDOWNER:

BRAZER HOMES HOLDINGS CORP

Signed By:

[Signature]

Name of signatory:

STAN SAMUEC

Title of signatory:

LAND ACQUISITION/LAND DEVELOPMENT DEPARTMENT HEAD.

Assessor's Parcel Numbers:

8.1.17

LEGAL DESCRIPTION OF REAL PROPERTY

Lincoln 3D - Recorded FINAL MAP.
Parcel 1 of Parcel Map No. 2000-113,
Recorded in Book 30 of Parcel Maps,
at Page 60

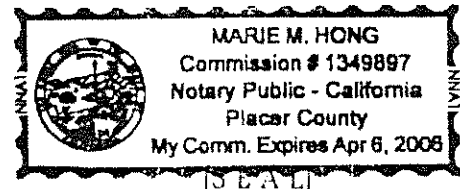
8.1.18

State of California)
)
County of Placer) SS

On January 17, 2003, before me, the undersigned, a Notary Public in and for the State of California, personally appeared Stan Samiec, personally known to me (~~or proved to me on the basis of satisfactory evidence~~) to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature: Marie M Hong



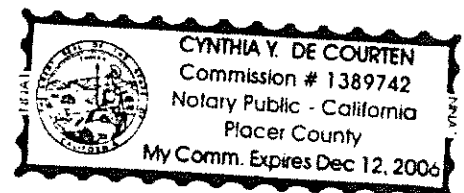
State of California)
)
County of Placer) SS

On Jan 21, —, 2003, before me, the undersigned, a Notary Public in and for the State of California, personally appeared Roger R. Yohe, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature: Cynthia Y. DeCourten

[SEAL]



8.1.19

EXHIBIT D

WAIVER AND CONSENT
OF LANDOWNER OF PROPERTY PROPOSED TO BE ANNEXED TO
WESTERN PLACER UNIFIED SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICT NO. 1
REGARDING CERTAIN TIME LIMITS AND PROCEDURAL REQUIREMENTS
WITH RESPECT TO A SPECIAL LANDOWNER ELECTION

To: Clerk of the Governing Board
Western Placer Unified School District
810 J Street
Lincoln, CA 95648

Pursuant to Government Code Sections 53326(a) and 53327(b), which allow any time limit or requirement pertaining to the conduct of a landowner election held under the authority of the Mello-Roos Community Facilities District Act of 1982, Government Code Sections 53311-53365.7 (the "Mello-Roos Act"), to be waived with the unanimous consent of the qualified electors, the undersigned hereby declares as follows:

1. I am the owner of the real property described below by Placer County assessor's parcel number (the "real property"), which is proposed to be annexed to the Western Placer Unified School District Community Facilities District No. 1 ("CFD No.1"). I acknowledge that a special landowner election will be called within CFD No. 1 to approve the proposal to annex the real property to CFD No. 1 and to levy a special tax on the real property. I have had sufficient time to consider and reflect on my choice in the election.
2. I expressly waive the time limits specified by Government Code Section 53326, including but not limited to the requirement that the special election be held at least 90 but not more than 180 days following the adoption of the resolution calling the election.
3. I expressly waive the requirement contained in Government Code Section 53327 of preparation and delivery to me of an impartial analysis, arguments and rebuttals relating to the proposition submitted at the election.
4. I expressly waive any notice requirements relating to the special election, whether contained in the Government Code, Elections Code, Education Code or elsewhere, including any notice provided by the filing of an amended boundary map of CFD No. 1 in accordance with Streets & Highways Code Section 3113.

5. I expressly waive any and all claims based on, and hereby consent to, any error, irregularity, or departure from the provisions of the Mello-Roos Community Facilities District Act of 1982, Government Code Sections 53311-53365.7, and any and all laws incorporated therein, and acknowledge that the formation of CFD No. 1 and the levy of the special tax, the establishment of the appropriations limit, and the incurrence of the bonded indebtedness as authorized by the special election held on January 7, 1992, and the annexation of the real property to CFD No. 1 and the levy of the special tax thereon are valid and shall not be affected by any such error, irregularity, or departure.

Date: 1/17, 2003 Benzer House Holdings Corp
[Type or print name(s) in which record title to the land identified below is held]

Signed By: Stan Samiec

If title is held other than by individual(s), type or print name of person signing on behalf of landowner and his/her authority to sign (e.g., general partner or president of owner).

STAN SAMIEC
LAND ACQUISITION / LAND DEVELOPMENT
DEPARTMENT HEAD

Real Property:

Assessor's Parcel Numbers: 021 - 330 - 014

_____-_____-_____
_____-_____-_____
_____-_____-_____
_____-_____-_____

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

AGENDA ITEM:

Review of the Draft Initial Study/Mitigated Negative Declaration that Analyzes Potential Environmental Impacts Associated with the Fosskett Ranch Elementary School.

SUBJECT AREA:

Discussion/
Information

REQUESTED BY:

Jay M. Stewart *JMS*
Assistant Superintendent, Business Services

ENCLOSURES:

Members only

BOARD MEETING DATE:

February 04, 2003

BACKGROUND:

The attached Draft Initial Study/Mitigated Negative Declaration is being presented for review and discussion. There is a public hearing scheduled for this study on February 18, 2003.

SUPERINTENDENT'S RECOMMENDATION:

8.2

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

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

SUBJECT:
Arts Month Proclamation

AGENDA ITEM AREA:
Action

REQUESTED BY:
Scott Leaman,
Assistant Superintendent

ENCLOSURES:
Yes

MEETING DATE:
February 4, 2003

BACKGROUND:

The Board is requested to support the State Board of Education's proclamation of March 2003 as Arts Education Month. Our district and Board should be proud of the establishment of arts as a core subject in our district and the support we have received from a variety of state, county, and local levels.

SUPERINTENDENT'S RECOMMENDATION:

The administration recommends board action to support the establishment of March 2003 as Arts Education Month.

8.3

**ARTS EDUCATION MONTH
MARCH 2003**

WHEREAS, Arts Education, which includes dance, music, theatre, and the visual arts, is an essential part of basic education for all students, kindergarten through grade twelve, to provide for balanced learning and to develop the full potential of their minds;

WHEREAS, through well-planned instruction and activities in the arts, children develop initiative, creative ability, self-expression, self-reflection, thinking skills, discipline, a heightened appreciation of beauty and cross-cultural understanding;

WHEREAS, experience in the arts develops insights and abilities central to the experience of life, and the arts are collectively a most important repository of culture;

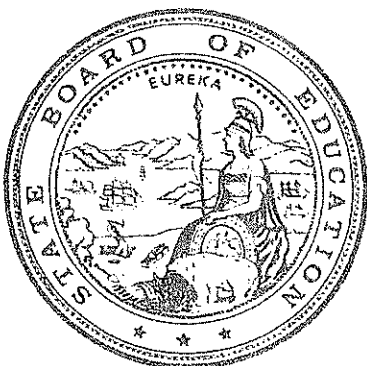
WHEREAS, many national and state professional education associations hold celebrations in the month of March focused on students' participation in the arts;

WHEREAS, these celebrations give California schools a unique opportunity to focus on the value of the arts for all students, to foster cross-cultural understanding, to give recognition to the state's outstanding young artists, to focus on careers in the arts available to California students, and to enhance public support for this important part of our curriculum; and

WHEREAS, the California State Board of Education states in its *Arts Education Policy* adopted in July 1989 that each student should receive a high quality, comprehensive arts education program based on the adopted *Visual and Performing Arts Framework for California Public Schools, Kindergarten Through Grade Twelve*; now, therefore, be it

RESOLVED, that the State Board of Education proclaims the month of March 2003 as *Arts Education Month* and encourages all educational communities to celebrate the arts with meaningful student activities and programs that demonstrate learning and understanding in the visual and performing arts; and be it further

RESOLVED, that the State Board of Education directs that suitably prepared copies of this Proclamation be provided to all school districts, county offices of education, and schools in the State of California.



A large, stylized handwritten signature in black ink, which appears to be "Reed Hastings".

REED HASTINGS, President
October 2002

g.B.1

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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

COMPLIANCE CHECK LIST

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

Personnel Sign-Off by B. Hayes ____
Program Sign Off by S. Leaman ____

SBLT Involvement ____
Initial

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

SUBJECT:

Adoption of CSBA
Policy Revisions

AGENDA ITEM AREA:

INFORMATION/DISCUSSION/ACTION

REQUESTED BY:

Roger R. Yohe,
Superintendent

ENCLOSURES:

Policy revisions

MEETING DATE:

February 4, 2003

BACKGROUND:

•The District Policy Committee has reviewed the following policies and regulations. The revisions are now ready for adoption by the Board of Trustees:

- BP/AR 0520 Intervention for Under-performing Schools
- BP/AR 1240 Volunteer Assistance
- BP 1312.3 Uniform Complaint Procedures
- BP/AR 3513.3 Tobacco-Free Schools
- BP 4020 Drug and Alcohol-Free Workplace
- AR 4112.5 Criminal Record Check
- BP/AR Political Activities of Employees
- BP 4157.1 Work-Related Injuries
- AR 4212.5 Criminal Record Check
- AR 5121 Grades/Evaluation of Student Achievement
- BP/AR 5125.1 Release of Directory Information
- BP 5131.62 Tobacco
- BP 5141.4 Child Abuse Reporting Procedures
- BP/E 5145.6 Notifications Required by Law – Parental Notifications
- BP 6145.5 Student Organizations and Equal Access
- E 6145.5 The Equal Access Act - DELETION

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees approve the revisions as prepared by the Policy Committee.

8.4

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 0520 (a)

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

Intervention for Underperforming Schools

Whenever any district school performs below the statewide average on indicators of student achievement, the Governing Board shall provide additional support and assistance to the school in order to improve student learning. The school shall develop for Board approval, plans for immediate action based on an evaluation of achievement data for various groups of students, a comprehensive review of the school environment and the learning experiences provided to students, and the identification of specific barriers to student learning.

- (cf. 0400 - Comprehensive Plans)
- (cf. 0500 - Accountability)
- (cf. 0510 - School Accountability Report Card)
- (cf. 0520.1 - High Priority Schools Grant Program)
- (cf. 6141 - Curriculum Development and Evaluation)
- (cf. 6190 - Evaluation of the Instructional Program)

The Board recognizes that any school participating in the state's Immediate Intervention/Underperforming Schools Program (II/USP) will be subject to state sanctions if student performance fails to improve in a timely manner, and shall therefore closely monitor the school's progress. The Superintendent or designee shall provide the Board with regular reports on the status and results of improvement efforts.

- (cf. 9000 - Role of the Board)

Selection of External Evaluator or Entity

By November 15 of the year that the school is selected to participate in the intervention program, the Board shall either: (Education Code 52054)

1. Contract with an external evaluator from the list of qualified external evaluators approved by the State Board of Education
2. Contract with any entity, including but not limited to an institution of higher education, county office of education or team of school district personnel, that has demonstrated successful expertise specific to the challenges inherent in low-performing schools

- (cf. 3515.6 - Criminal Background Checks for Contractors)

8.4.1

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

Intervention for Underperforming Schools

If the school's student population is at least 40 percent limited English proficient, the Board shall select an evaluator with demonstrated experience in working with English language learners. (Education Code 52054)

The external evaluator or entity shall guide the development of an action plan for school improvement and may have a coaching role in the implementation of the plan. In addition to the duties prescribed by law, the duties of the external evaluator or entity shall be determined on a case-by-case basis.

External Evaluator: Conflict of Interest Statement

The Board requires that the district's external evaluator not engage in any activity that conflicts, or has the appearance of conflicting, with the evaluator's responsibilities to the district. To achieve this end, the Board shall ensure that:

1. A person serving as an external evaluator shall not be an employee of the district.
2. The external evaluator shall work with utmost integrity and impartiality in carrying out his/her evaluation responsibilities.
3. The external evaluator shall encourage and assist schools in the consideration of a variety of alternatives with respect to programs, materials or services and shall not advocate for specific programs, materials or services.
4. The external evaluator shall work actively to avoid the appearance of any conflict of interest.

The external evaluator shall immediately disclose all situations or personal interests, especially pecuniary interest, that might be perceived as a real or apparent conflict of interest.

5. The external evaluator shall resign if any real or apparent conflict of interest develops during the period of evaluation.

In order to help prevent conflicts of interest, the Board shall carefully analyze any school action plans that are prepared by external evaluators who have a coaching role in the implementation of the plan.

8.4.2

**PHILOSOPHY-GOALS-OBJECTIVES
AND COMPREHENSIVE PLANS**

Intervention for Underperforming Schools

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation and resolution of real or apparent conflicts of interest. He/she shall disseminate the district's II/USP conflict of interest policy and procedure to potential district external evaluators, and shall ensure that the external evaluator sign the district's conflict of interest statement.

Legal Reference:

EDUCATION CODE

33126 School accountability report card

33400-33407 CDE evaluation of district programs

45125.1 Criminal background checks for contractors

51041 Evaluation of the educational program

52050-52058 Public Schools Accountability Act, especially:

52053-52055.5 Immediate Intervention for Underperforming Schools Program

52055.600-52055.655 High Priority Schools Grant Program for Low-Performing Schools

60640-60647 Standardized Testing and Reporting (STAR) program

CODE OF REGULATIONS, TITLE 5

3932 School site and community team; augmentation of school site council

Management Resources:

CSBA POLICY ADVISORIES

0811.99 Public School Accountability Act: Considerations for Volunteering

STATE BOARD OF EDUCATION POLICIES

0915.99 External Evaluator Conflict of Interest: Immediate Intervention/
Underperforming Schools Program

WEB SITES

CDE: <http://www.cde.ca.gov>

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

Adopted: 02/01/00

Revised: 6/18/01, 5/7/02, 9/17/02

8.4.3

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 0520 (a)

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

Intervention for Under Performing Schools

Selection of School-Site and Community Team

Upon application to or selection by the Superintendent of Public Instruction to participate in the program, the Board shall, by November 15 of the year that the school participates, appoint a broad-based school-site and community team consisting of a majority of non-school-site personnel, with at least 20 percent of team members consisting of parents/guardians of students enrolled at the school. (Education Code 52054)

(cf. 1220 - Citizen Advisory Committees)

An existing school site council may serve as the school-site and community team if augmented with at least one additional person not employed at the school. (5 CCR 3932)

(cf. 0420 - School Plans/Site Councils)

Development of Action Plan

By February 15 following the school's selection to participate in the state's intervention program the external evaluator or entity, in collaboration with the broad-based school site and community team, shall complete a review of the school that identifies weaknesses that contribute to the schools below average performance, make recommendations for improvement, and begin development of an action plan to improve the academic performance of the students enrolled at the school. (Education Code 52054)

In the development of the action plan, the school-site and community team shall consult with the exclusive representatives of employees.

(cf. 4140/4240 - Bargaining Units)

8.4.4

**PHILOSOPHY-GOALS-OBJECTIVES
AND COMPREHENSIVE PLANS**

Intervention for Under Performing Schools

The external evaluator or entity shall inform parents/guardians, in writing, that the school has been selected to participate in the program due to its below-average performance. The external evaluator or entity shall also notify parents/guardians of their opportunity to provide recommendations, either in writing or at a public hearing, of actions that should be taken to improve the school's performance. These opinions and recommendations shall be considered in the development or modification of the action plan. (Education Code 52054)

A school selected for program participation may elect to use an existing school plan, provided that the plan meets the requirements of Education Code 52054(c)-(i) regarding the content of the plan, consultation with employee organizations, and submission of the plan for Board approval. (Education Code 52054.3)

Upon completion, the action plan shall be submitted to the Board for approval. at a regularly scheduled meeting. After the plan is approved, but no later than May 15 following the school's selection to participate in the program, the plan shall be submitted to the Superintendent of Public Instruction. (Education Code 52054) (Education Code 52054)

(cf. 9322 - Agenda/Meeting Materials)

Content of Action Plan

The action plan shall focus on improving student academic performance, improving the involvement of parents/guardians, improving the effective and efficient allocation of resources and management of the school, and identifying and developing solutions that take into account the underlying causes for low performance by students. (Education Code 52054)

(cf. 6020 - Parent Involvement)

The action plan shall include percentage growth targets on the state's Academic Performance Index (API) at least as high as the annual growth targets adopted by the State Board of Education. (Education Code 52054)

8.9.5

**PHILOSOPHY-GOALS-OBJECTIVES
AND COMPREHENSIVE PLANS**

Intervention for Under Performing Schools

At a minimum, the action plan shall: (Education Code 52054)

1. Review and include the school and district conditions identified in the school accountability report card.

(cf. 0510 - School Accountability Report Card)

2. Identify the current barriers at the school and district impeding improvements in student achievement.
3. Identify schoolwide and districtwide strategies to remove these barriers.
4. Review and include school and district crime statistics.

(cf. 3515.1 - Crime Data Reporting)

5. Examine and consider disaggregated data regarding student achievement and other indicators to consider whether all groups and types of students made adequate progress toward short-term growth targets and long-term performance goals. The disaggregated data shall, at a minimum, provide information regarding the achievement of English learners. Students with exceptional needs, students who qualify for free and reduced price meals, and all students in numerically significant subgroups.

(cf. 6162.5 - Student Assessment)

A "numerically significant ethnic or socioeconomically disadvantaged subgroup" is a subgroup that constitutes either of the following: (Education Code 52052)

- a. At least 15 percent of a school's total student population and at least 30 students
- b. At least 100 students, even if the subgroup does not constitute 15 percent of the total enrollment at a school

g.y.b

**PHILOSOPHY-GOALS-OBJECTIVES
AND COMPREHENSIVE PLANS**

Intervention for Under Performing Schools

A "socio-economically disadvantaged student" is a student whose parents/guardians has not received a high school diploma, or a student who participates in the free or reduced price lunch program.

(cf. 3553 - Free and Reduced Price Meals)

6. Set two-year academic objectives that will allow the school to make adequate progress toward its growth targets for student achievement as measured, to the extent that data are available for the school, by results of the statewide Standardized Testing and Reporting (STAR) achievement tests; graduation rates for grades 7 through 12; attendance rates for students and school personnel for elementary, middle and secondary schools; and any other indicators approved by the State Board of Education.

The action plan may propose to increase the number of instructional days offered at the school and also may propose to increase up to a full 12 months the amount of time for which certificated employees are contracted, if all of the following conditions are met: (Education Code 52054)

1. Plan provisions do not violate current applicable collective bargaining agreements
2. An agreement is reached with the exclusive representative concerning staffing specifically to accommodate the extended school year or 12-month contract.

(cf. 4141/4241 - Collective Bargaining Agreement)

The following additional information shall be included in the action plan and shall indicate the extent to which the school has:

1. Fully qualified and certificated teachers in each subject at each grade level.
2. For each student, a complete set of instructional materials aligned to state core content standards.

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

8.1.1

PHILOSOPHY-GOALS-OBJECTIVES AND COMPREHENSIVE PLANS

Intervention for Under Performing Schools

4. Teachers and administrators using the results of state and local assessments to alter instruction and improve academic achievement.

The action plan shall include an expenditure plan that does not require expenditure of funds in excess of those provided through the intervention program or otherwise available to the school. (Education Code 52054)

(cf. 4140/4240 - Bargaining Units)

Consequences Based on Progress

If a school fails to meet its annual short-term growth target within 12 months after receiving funding for the intervention program, the Board shall hold a public hearing at a regularly scheduled meeting to ensure that the members of the school community are aware of the lack of progress.

Upon consultation with the external evaluator entity and the school-site and community team, the Board shall choose from a range of interventions for the school, including reassignment of school personnel to the extent authorized by law, negotiation of site-specific amendments to collective bargaining agreements, or other changes deemed appropriate in order to continue implementation of the action plan. (Education Code 52055)

(cf. 4114 - Transfers)

(cf. 4314 - Transfers)

A school that continues to fail to meet its performance goals 24 months or 36 months after receiving implementation funding shall be subject to consequences specified in Education Code 52055.5 and 52055.51.

External Evaluator: Conflict of Interest Investigation and Resolution

In order to ensure a prompt and equitable resolution to complaints concerning an external evaluator's real or apparent conflict of interest, the following procedures shall be utilized:

1. All complaints concerning a conflict of interest involving an external evaluator shall be directed to the Superintendent or designee for appropriate action.

8.4.8

**PHILOSOPHY-GOALS-OBJECTIVES
AND COMPREHENSIVE PLANS**

Intervention for Under Performing Schools

2. Within five working days of receiving a complaint, the Superintendent or designee shall decide whether to initiate an investigation. The investigation, if any, may include, but not be limited to, interviews and requests for and review of pertinent documents.
3. Within 30 working days of the receipt of the complaint resulting in an investigation, the Superintendent or designee shall prepare a written report on his/her findings and prepare a recommendation for corrective action, if necessary.
4. Within five working days of completion of the report, the Superintendent or designee shall provide the Board and the external evaluator with a written copy of the report.
5. Within 30 working days of the receipt of the written report, the Board shall resolve any remaining issues at its discretion.
6. The Board's action shall be final.

Adopted: 02/01/00

Revised: 6/18/01, 9/17/02

q:1000\ar0520

8.4.9

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 1240(a)

COMMUNITY RELATIONS

Volunteer Assistance

The Governing Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with students. Volunteer assistance in schools enriches the educational program, enhances supervision of students and contributes to school safety while strengthening the schools' relationships with the community. The Board also encourages community members to serve as mentors providing support and motivation to students.

- (cf. 1000 - Concepts and Roles)
- (cf. 1700 - Relations Between Private Industry and the Schools)
- (cf. 4127/4227/4327 - Temporary Athletic Team Coaches)
- (cf. 4222 - Teacher Aides/Paraprofessionals)
- (cf. 5020 - Parent Rights and Responsibilities)
- (cf. 6020 - Parent Involvement)
- (cf. 6171 - Title I Programs)

The Superintendent or designee shall develop and implement a plan for recruiting, screening and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors and/or make appropriate referrals to community organizations.

- (cf. 0420.3 - School-Based Student Motivation and Maintenance Program)
- (cf. 1020 - Youth Services)
- (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

The Superintendent or designee shall establish procedures to protect the safety of students and adults. These procedures shall include laws related to tuberculosis testing and may also include laws related to criminal record checks.

Volunteers shall be provided with information about school goals, programs and practices and shall receive an orientation and other training related to their specific responsibilities as appropriate. Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that capitalize on their skills and expertise and maximize their contribution to the educational program.

Volunteers shall act in accordance with district policies, regulations and school rules. At their discretion, employees who supervise volunteers may ask any volunteer who violates school rules to leave the campus. Employees also may confer with the principal or designee regarding any such volunteers. The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

8.4.10

COMMUNITY RELATIONS

Volunteer Assistance

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3515.2 - Disruptions)

Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, do not significantly increase maintenance workloads and comply with employee commitments and contracts.

Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021)

The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.

The Superintendent or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Legal Reference:

EDUCATION CODE

35021 Volunteer aides

35021.1 Automated records check

44010 Sex offense; definition

44227.5 Classroom participation by college methodology faculty

44814-44815 Supervision of students during lunch and other nutrition periods

45125 Fingerprinting requirements

45340-45349 Instructional aides

45360-45367 Teacher aides

49406 Examination for tuberculosis

GOVERNMENT CODE

3100-3109 Oath or affirmation of allegiance

3543.5 Prohibited interference with employees' rights

HEALTH AND SAFETY CODE

1596.871 Fingerprints of individuals in contact with child day care facility clients

LABOR CODE

3364.5 Persons performing voluntary services for school districts

PENAL CODE

290 Registration of sex offenders

290.4 Information re sex offenders

CODE OF REGULATIONS, TITLE 22

101170 Criminal record clearance

8.4.11

COMMUNITY RELATIONS

Volunteer Assistance

101216 Health screening, volunteers in child care centers

PUBLIC LAW 107-110

1119 Qualifications and duties of paraprofessionals, Title I programs

ATTORNEY GENERAL OPINIONS

62 Ops. Cal. Atty. Gen. 325 (1979)

COURT DECISIONS

Whisman Elementary School District, 15 Public Employee Reporter for California, 22043

Management Resources:

NATIONAL PTA PUBLICATIONS

National Standards for Parent/Family Involvement Programs, 1997

Building Successful Partnerships: A Guide for Developing Parent and Family Involvement Programs, 2000

WEB SITES

California PTA: <http://www.capta.org>

National PTA: <http://www.pta.org>

California Partners in Education: <http://www.capie.org>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

U.S. Department of Education, Partnership for Family Involvement in Education:
<http://pfie.ed.gov>

CDE: <http://www.cde.ca.gov>

Adopted: 5/23/83

Revised: 1/3/95

1994/1995 School Year (Total District Policy Book Review)

q:1000bp1240

8.4.12

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 1240(a)

VOLUNTEER ASSISTANCE

Definitions

Volunteer nonteaching aides may supervise students during lunch and/or breakfast periods or may serve as nonteaching aides under the immediate supervision and direction of certificated personnel to perform noninstructional work which assists certificated personnel in the performance of teaching and administrative responsibilities. (*Education Code 35021, 44814, 44815*)

Volunteer instructional aides may assist certificated personnel in the performance of their duties, in the supervision of students, and in instructional tasks, which, in the judgment of the certificated personnel to whom the instructional aide is assigned, may be performed by a person not licensed as a classroom teacher. These duties shall not include assignment of grades to students. An instructional aide need not perform his/her duties in the physical presence of the teacher, but the teacher retains responsibility for the instruction and supervision of students in his/her charge. (*Education Code 45343, 45344*)

Facilities project volunteers may work on short-term facilities projects pursuant to Governing Board policy.

Sex Offender Checks

Before authorizing any person to serve as a volunteer nonteaching aide or a volunteer instructional aide, the Superintendent or designee shall ask a local law enforcement agency to conduct an automated records check or shall call the Department of Justice to determine that the individual is not a registered sex offender. Volunteers shall be informed that the district is conducting this records search.

Tuberculosis Testing

All volunteer instructional aides shall submit evidence that they are free from active tuberculosis at least once every four years pursuant to Education Code 49406. (*Education Code 45106, 45347, 45349, 49406*)

All volunteers in childcare and development programs shall be tested for tuberculosis within 60 days before or within seven days after the volunteer service begins. Staff shall also maintain annual follow-up reports indicating that the volunteer is free from tuberculosis. (*Code of Regulations, Title 5, Section 18168*)

8.4.13

Fingerprinting

All Volunteers in child care and development programs shall be fingerprinted for criminal record clearance if they have contact with children. (Health and Safety Code 1596.871)

Basic Skills Proficiency

All volunteer instructional aides shall give evidence of basic skills proficiency. (*Education Code 45344.5, 45349*)

(*cf. 4212 - Appointment and Conditions of Employment*)
(*cf. 4222 - Teacher Aides/Paraprofessionals*)

Volunteer Facilities Projects

All volunteer facilities projects shall have approximate start and completion dates and must be approved by the principal in advance.

Projects approved by the principal shall also be approved in advance by the Superintendent or designee if they involve the following types of work:

1. Alterations, additions or repairs to buildings and grounds
2. Construction involving walls, floor, or roof penetration, drilling or nailing
3. Structural modifications
4. Electrical, electronic, plumbing, or heating and cooling work
5. Painting
6. Installation of carpet, tile, flooring
7. Installation of playground equipment and benches
8. Installation of sprinkler systems
9. Paving, concrete, borders, fences, curbs
10. Installation of marques and signs
11. Tree planting, pruning or removal
12. Other facility projects similar to above

8.4.14

VOLUNTEER ASSISTANCE (continued)

AR 1240(c)

The Superintendent or designee shall ensure that the above projects comply with health and safety codes, building codes, fire codes, environmental laws and agreements with employee bargaining units. The district will provide on-site assistance and supervision for such projects, depending upon their complexity and the expertise of the volunteers. Projects shall be inspected upon completion to ensure that work was done satisfactorily. Electrical, electronic, heating, ventilation, air conditioning, plumbing, welding and structural work must be done by a licensed contractor or performed under the supervision of a skilled district maintenance employee with knowledge of the trade involved.

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

(cf. 7111 - Evaluating Existing Buildings)

(cf. 7140 - Architectural and Engineering Services)

Workers' Compensation

Unsalaries volunteers shall be considered employees of the district for workers' compensation insurance purposes. If injured while serving as volunteers in the district, they should file workers' compensation insurance forms provided by the district office.

Adopted: 8/18/98

Revised:

Q: 1000\AR1240

8.4.16

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 1312.3(a)

COMMUNITY RELATIONS

Uniform Complaint Procedures

The Governing Board recognizes that the district is responsible for ensuring that it complies with state and federal laws and regulations governing educational programs. The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination based on ethnic group identification, religion, age, sex orientation gender, color, or physical or mental disability in any program or activity that receives or benefits from state financial assistance. The district shall also follow uniform complaint procedures when addressing complaints alleging failure to comply with state or federal law in adult basic education, consolidated categorical aid programs, migrant education, vocational education, child care and development programs, child nutrition programs and special education programs.

(cf. 0410 - *Nondiscrimination in District Programs and Activities*)

(cf. 0420.1 - *School-Based Program Coordination*)

(cf. 1312.1 - *Complaints Concerning District Employees*)

(cf. 1312.2 - *Complaints Concerning Instructional Materials*)

(cf. 3553 - *Free and Reduced Price Meals*)

(cf. 4031 - *Complaints Concerning Discrimination in Employment*)

(cf. 5141.4 - *Child Abuse Reporting Procedures*)

(cf. 5148 - *Child Care and Development*)

(cf. 6159 - *Individualized Education Program*)

(cf. 6171 - *Title I Programs*)

(cf. 6174 - *Education for English Language Learners*)

(cf. 6175 - *Migrant Education Program*)

(cf. 6178 - *Vocational Education*)

(cf. 6200 - *Adult Education*)

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects student and employee rights to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. This includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.

(cf. 4119.23/4219.23/4319.23 - *Unauthorized Release of Confidential/Privileged Information*)

(cf. 5125 - *Student Records*)

(cf. 9011 - *Disclosure of Confidential/Privileged Information*)

8.4.16

UNIFORM COMPLAINT PROCEDURES (continued)

BP 1312.3(b)

The Board prohibits retaliation in any form for the participation in complaint procedures, including but not limited to the filing of a complaint or the reporting of instances of discrimination. Such participation shall not in any way affect the status, grades or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest an early compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate a mediation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

Legal Reference:

EDUCATION CODE

200-262.3 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18179 School libraries

44670.1-44671.5 School personnel staff development and resource centers

48431.6 Academic progress and counseling review program

48985 Notices in language other than English

49060-49079 Student records

49490-49590 Child nutrition programs

52000-52049.1 School improvement programs

52160-52178 Bilingual education programs

52300-52499.6 Vocational education

52500-52616.24 Adult schools

52800-52870 School-based coordinated programs

54000-54041 Economic impact aid programs

54100-54145 Miller-Unruh Basic Reading Act

54400-54425 Compensatory education programs

54440-54445 Migrant education

54460-54529 Compensatory education programs

56000-56885 Special education programs

59000-59300 Special schools and centers

62000-62008 Evaluation and sun setting of programs

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3080 Application of section 4600-4671

4600-4671 Uniform complaint procedures

8.4.17

UNIFORM COMPLAINT PROCEDURES (continued)

BP 1312.3(c)

Management Resources:

WEB SITES

CDE: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/offices/OCR/index.html>

Adopted: 11/4/97

Revised: 8/4/98

Q:1000/bp1312.3

8.4.18

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 3513.3 (a)

BUSINESS

Business and Non-Instructional Operations

Tobacco-Free Schools

The Governing Board recognizes the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff.

(cf. 4159/4259/4359 - Employee Assistance Programs)
(cf. 5131.62 - Tobacco)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students and visitors at any instructional program, activity or athletic event.

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within the boundaries of any playground. (Health and Safety Code 104495)

Legal Reference:

EDUCATION CODE

48900 Grounds for suspension/expulsion
48901 Prohibition against tobacco use by students

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources
104350-104495 Tobacco use prevention
104495 Prohibition of smoking and tobacco waste on playgrounds

LABOR CODE

6404.5 Occupational safety and health: use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

PUBLIC LAW 107-110

4111-4117 Safe and Drug Free Schools and Communities Act

8.4.19

Tobacco-Free Schools

PERB RULINGS

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Eureka Teachers Assn v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

Management Resources:

WEB SITES

CDE: <http://www.cde.ca.gov>

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

Adopted: 7/11/88

Revised: 11/14/88, 9/20/94

1994/1995 School Year (Total District Policy Book Review)

q:3000bp3513.3

8.4.20

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 3513.3 (a)

BUSINESS

Business and Non-Instructional Operations

Notifications

Information about the district's tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students and the community. (Health and Safety Code 104420)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Signs stating "Tobacco use is prohibited" shall be prominently displayed at all entrances to school property. (Health and Safety Code 104420)

Enforcement/Discipline

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

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

Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property
2. Request local law enforcement assistance in removing the person from school premises
3. If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering district property for a specified period of time

(cf. 1250 - Visitors/Outsiders)

(cf. 3515.2 - Disruptions)

Adopted: 7/11/88

Revised:

Fall 1994 (Total District Policy Book Review)

Q:3000vA3513.3

8.4.21

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 4020 (a)

PERSONNEL

All Personnel

Drug and Alcohol-Free Workplace

The Governing Board believes that the maintenance of drug and alcohol free workplaces is essential to school and district operations.

No employee shall unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any alcoholic beverage, drug or controlled substance as defined in the 21 USC 81 at any school district workplace. These prohibitions apply before, during or after school hours.

A school district workplace is any place where school district work is performed, any school-owned or school-approved vehicle used to transport students to and from school or school activities; any off-school sites when accommodating a school-sponsored or school-approved activity or function where students are under district jurisdiction; or during any period of time when an employee is supervising students on behalf of the district or otherwise engaged in district business.

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

The Superintendent or designee shall:

1. Notify employees of these prohibitions. An employee shall abide by the terms of this policy and notify the employer, within five days, of any criminal drug or alcohol statute conviction, which he/she receives for a violation occurring in the workplace.
2. Establish a drug and alcohol-free awareness program to inform employees about:
 - a. The dangers of drug and alcohol abuse in the workplace.
 - b. The district policy of maintaining drug and alcohol-free workplaces.
 - c. Any available drug and alcohol counseling, rehabilitation, and employee assistance programs, and

8.4.22

Drug and Alcohol-Free Workplace

- d. The penalties that may be imposed on employees for drug and alcohol abuse violations.
3. Notify the appropriate federal granting or contracting agencies within ten days after receiving notification, from an employee or otherwise, of any conviction or a violation occurring in the workplace. (41 USC 701)

The Board may not employ or retain in employment persons convicted of a controlled substance offense as defined in Education Code 44011. If any such conviction is reversed and the person acquitted in a new trial or the charges dismissed, his/her employment is no longer prohibited. A plea or verdict of guilty, a finding of guilt by a court in a trial without a jury, or a conviction following a plea of nolo contendere shall be deemed to be a conviction. (Education Code 44836, 45123)

(cf. 4112 - Appointment and Conditions of Employment)

(cf. 4212 - Appointment and Conditions of Employment)

A classified employee may be reemployed after conviction of such an offense if the Board determines, from the evidence presented, that the person has been rehabilitated for at least five years. (Education Code 45123)

The Board may take appropriate disciplinary action, up to and including termination, or require the employee to satisfactorily participate in and complete a drug assistance or rehabilitation program approved by a federal, state or local health, law enforcement or other appropriate agency.

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

44011 Controlled substance offense

44425 Conviction of controlled substance offenses as grounds for revocation of credential

44836 Employment of certificated persons convicted of controlled substance offenses

44940 Compulsory leave of absence for certificated persons

44940.5 Procedures when employees are placed on compulsory leave of absence

45123 Employment after conviction of controlled substance offense

45304 Compulsory leave of absence for classified persons

GOVERNMENT CODE

8350-8357 Drug-free workplace

8.4.23

PERSONNEL

All Personnel

BP 4020 (c)

Drug and Alcohol-Free Workplace (continued)

UNITED STATES CODE, TITLE 20

7101-7165 Safe and Drug-Free Schools and Communities

UNITED STATES CODE, TITLE 21

812 Schedule of controlled substances

PUBLIC LAW 107-110

4111-4117 Safe and Drug Free Schools and Communities Act

CODE OF FEDERAL REGULATIONS, TITLE 21

1308.01-1308.49 Schedule of controlled substances

Adopted: 11/5/92

Reviewed: 5/2/95

1994/1995 School Year (Total District Policy Book Review)

q:4000\bp4020

8.4.24

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 4112.5
4312.5

Certificated Personnel

CRIMINAL RECORD CHECK

Applicants for Employment

The Superintendent or designee shall ensure that each person to be employed submits fingerprints, either electronically through the Live Scan system or on fingerprint identification cards, for processing by the Department of Justice. If the district is using the Live Scan system, the Superintendent or designee shall also provide the applicant with a Live Scan request form and a list of nearby Live Scan locations.

The Superintendent or designee shall ensure that no person is hired in a position requiring certification qualifications or supervising positions requiring certification qualifications who has been convicted of a violent or serious felony as listed in Penal Code 667.5(c) or 1192.7 (c) , unless that person has obtained a certificate of rehabilitation and a pardon. (*Education Code 44830.1*)

(*cf. 4112 – Appointment and Conditions of Employment*)

(*cf. 4112.2 - Certification*)

However, a certificated employee may be hired by the district, without obtaining a criminal record summary, if that employee became a permanent employee of another school district as of October 1, 1997. (*Education Code 44830.1*)

(*cf. 4121 – Temporary/Substitute Personnel*)

Temporary Certificates of Clearance

Before issuing a temporary certificate of clearance to an applicant whose credential is being processed, the Superintendent or designee shall obtain a criminal record summary from the Department of Justice. The Superintendent or designee shall not issue a temporary certificate of clearance if the applicant has been convicted of a violent or serious felony, unless the applicant has obtained a certificate of rehabilitation and pardon. (*Education Code 44332, 44332.5, 44332.6*)

The Superintendent or designee may issue a temporary certificate of clearance without obtaining a criminal record summary to an employee currently and continuously employed by a district within the county who is serving under a valid credential and has applied for a renewal of that credential or for an additional credential. (*Education Code 44332.6*)

8.4.25

CRIMINAL RECORD CHECK

Temporary Certificates of Clearance

The Superintendent or designee may issue a temporary certificate of clearance to a person who has been convicted of a serious felony that is not also a violent felony, if that person can prove to the sentencing court of the offense in question, by clear and convincing evidence, that he/she has been rehabilitated for the purposes of school employment for at least one year. (*Education Code 44332.6*)

Subsequent Arrest Notification

The Superintendent or designee shall request subsequent arrest notification from the Department of Justice as provided under Penal Code 11105.2. (*Education Code 44830.1*)

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

(cf. 4112.62/4212.62/4312.62 - Maintenance of Criminal Offender Records)

Current Employees

The Superintendent or designee shall not retain in employment any current certificated employee who is a temporary employee, substitute employee or probationary employee serving before March 15 of the employee's second probationary year if he/she has been convicted of a violent or serious felony. (*Education Code 44830.1*)

Upon notification by the Department of Justice of such conviction, the Superintendent or designee shall immediately place that employee on leave without pay. (*Education Code 44830.1*)

When the district receives written electronic notification of the fact of conviction from the Department of Justice, the Superintendent or designee shall terminate that employee without regard to any other procedure for termination specified in the Education Code or district procedures, unless that employee has received a certificate of rehabilitation and a pardon. (*Education Code 44830.1*)

If the employee challenges the Department of Justice record and the Department of Justice withdraws in writing its notification, the Superintendent or designee shall immediately reinstate that employee with full restoration of salary and benefits for the period of time from the suspension without pay to the reinstatement. (*Education Code 44830.1*)

8.4.26

CRIMINAL RECORD CHECK

Temporary Certificates of Clearance

Legal Reference:

EDUCATION CODE

44010 Sex offense

44332 Temporary certificate

44332.5 Registering certificates by certain districts

44332.6 Criminal record check, county board of education

44346.1 Applicants for credential, conviction of a violent or serious felony

44830.1 Certificated employees, conviction of a violent or serious felony

44830.2 Certificated employees; interagency agreement

44836 Conviction of a sex offense

45122.1 Classified employees, conviction of a violent or serious felony

45125 Use of personal identification cards to ascertain conviction of crime

45125.01 Classified employees; interagency agreements

45125.5 Automated records check

45126 Duty of Department of Justice to furnish information

PENAL CODE

667.5 Prior prison terms, enhancement of prison terms

1192.7 Plea bargaining limitation

11105.2 Subsequent arrest notification

CODE OF REGULATIONS, TITLE 11

703 Release of criminal offender record information

708 Destruction of criminal offender record information

Management Resources:

WEB SITES

Department of Justice/Attorney General's Office: <http://www.caag.state.ca.us/app>

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

Adopted: 8/18/98

Revised: 5/18/99

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8.4.27

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 4119.25 (a)

BP 4219.25

BP 4319.25

PERSONNEL

All Personnel

Political Activities of Employees

The Governing Board respects the right of school employees to engage in political discussions and activities on their own time and at their own expense. When engaging in such activities, employees shall make it clear that they are acting as individuals and not as representatives of the district.

cf. 1160 - Political Processes

Like other citizens, employees may use school facilities for meetings under the Civic Center Act.

cf. 1330 - Use of School Facilities

The Board believes that district employees have an obligation to prevent the improper use of school time, materials or facilities for political campaign purposes. Employees shall refrain from prohibited activities identified in law and in administrative regulations. Employees who engage in these activities shall be subject to disciplinary action and/or criminal penalties.

cf. 1325 - Advertising and Promotion

cf. 4118 - suspension/Disciplinary Action

cf. 4218 - Dismissal/Suspension/Disciplinary Action

Legal Reference:

EDUCATION CODE

7050-7057 Political activities of school officers and employees

38130-38139 Civic Center Act

51520 Prohibited solicitations on school premises

GOVERNMENT CODE

3543.1 Rights of employee organizations

COURT DECISIONS

Downs v. Los Angeles Unified School District, (9th Cir. 2000) 228 F.3d 1003

California Teachers Association v. Governing Board of San Diego Unified School District, (1996) 45 Cal.App. 4th 1333

L.A. Teachers Union v. L.A. City Board of Education, (1969) 71 Cal.2d 551

8.4.28

PERSONNEL (continued)

BP 4119.25 (b)
BP 4219.25
BP 4319.25

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 106 (2001)

84 Ops.Cal.Atty.Gen. 52 (2001)

77 Ops.Cal.Atty.Gen. 56 (1994)

PERB RULINGS

California Federation of Teachers, Local 1931 v. San Diego Community College District (2001) PERB Order #1467 (26 PERC 33014)

Management Resources:

CSBA PUBLICATIONS

Political Activities of School Districts: Legal Issues, 1998, revised 2001

WEB SITES

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

Office of the Attorney General, Dept. of Justice: <http://caag.state.ca.us/>

Public Employment Relations Board: <http://www.perb.ca.gov>

Adopted: 5/2/95

Revised: 2/2/99

New - 1994/1995 School Year (Total District Policy Book Review)

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8.4.29

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 4119.25 (a)

AR 4219.25

AR 4319.25

PERSONNEL

All Personnel

Political Activities of Employees

District employees shall not:

1. Use district funds, services, supplies or equipment to urge the passage or defeat of any ballot measure or candidate, including any candidate for election to the Governing Board (*Education Code 7054*)

cf. 1160 - Political Processes

2. During working hours and on school property, solicit or receive any political funds or contributions to promote the passage or defeat of a ballot measure that would affect the rate of pay, hours of work, retirement, civil service or other working conditions (*Education Code 7056*)
3. During working hours and on school property, solicit or receive any political funds or contributions to promote the passage or defeat of other types of ballot measures.
4. Use school time to urge the passage or defeat of any ballot measure or candidate.
5. Use school equipment for the preparation or reproduction of political campaign materials, even if the district is reimbursed.

cf. 3512 - Equipment

6. Post or distribute political campaign materials on school property.
7. Disseminate political campaign materials through the district's mail service, e-mail or staff mailboxes.

cf. 4040 - Employee Use of Technology

8. Use students to write, address or distribute political campaign materials.

8.4.30

AR 4119.25 (b)

AR 4219.25

AR 4319.25

PERSONNEL (continued)

9. Present viewpoints on particular candidates or ballot measures in the classroom without giving equal time to the presentation of opposing views.

cf. 6144 - Controversial Issues

10. Wear buttons or articles of clothing that express political opinions on ballot measures or candidates during instructional time.

However, teachers shall not be prohibited from wearing political buttons during noninstructional time, such as Back-to-School Night.

Although employees may not conduct political activities on school property during working hours, they are free to discuss politics and solicit or receive funds or contributions for political purposes outside the employee's working hours, including the lunch period or other scheduled work break during the school day.

Employee Organizations

Employee organizations may use district mailboxes and other means to communicate with employees, subject to reasonable regulation. (*Government code 3543.1*)
Employee organizations may have access at reasonable times to areas in which employees work; may use institutional bulletin boards, mailboxes, and other means of communication and may use district facilities at reasonable times for the purpose of meetings. (Government Code 3543.1)

However, employee organizations shall not use district funds, services, supplies or equipment, such as the district mail system, to urge the passage or defeat of any ballot measure or candidate, including any candidate for election to the Board (Education Code 7054)

(cf. 4140/4240 - Bargaining Units)

Access to district communications channels shall be limited only if such access would be disruptive to district operations.

In the event of a concerted action or work stoppage, political activities by employee organizations and individual employees shall be restricted to peaceful informational picketing and other activities allowed by law.

cf. 4141.6/4241.6 - Concerted Action/Work Stoppage

8.4.31

AR 4119.25 (c)
AR 4219.25
AR 4319.25

PERSONNEL (continued)

Adopted: 5/2/95

Revised: 2/2/99

New - Fall 1994 (Total District Policy Book Review)

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8.4.32

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 4157.1 (a)
4257.1 (a)
4357.1 (a)

PERSONNEL

All Personnel

Work-Related Injuries

The Governing Board desires to provide its employees with insurance and workers' compensation benefits in accordance with law. The Superintendent or designee shall develop an efficient claims handling process in order to reduce costs and facilitate employee recovery.

(cf. 3320 - Claims and Actions Against the District)
(cf. 4032 - Reasonable Accommodation)

Work-Related Injuries

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)
(cf. 4154/4254/4354 - Health and Welfare Benefits)
(cf. 4157/4257/4357 - Employee Safety)
(cf. 4157.2/4257.2/4357.2 - Ergonomics)
(cf. 4161.11/4361.11 - Industrial Accident/Illness Leave)
(cf. 4261.11 - Industrial Accident/Illness Leave)

An employee shall report any work-related injury or illness to his/her supervisor as soon as practicable. Upon learning of an injury, a supervisor shall promptly report the incident to the Superintendent or designee and the insurance carrier as appropriate.

The Superintendent or designee shall ensure that every new employee is notified of his/her right to receive workers' compensation if injured at work and that injured employees are given notice of rights in accordance with law.

The Superintendent or designee shall ensure that notifications regarding workers' compensation are posted in accordance with law.

8.4.33

BP 4157.1 (b)
4257.1 (b)
4357.1 (b)

PERSONNEL

All Personnel

Legal Reference:

EDUCATION CODE

44984 Industrial accident and illness leaves, certificated employees

45192 Industrial accident and illness leaves, classified employees

LABOR CODE

3200-4855 Workers' compensation, especially:

3550-3553 Employee notice

3600-3605 Conditions of liability

3760 Report of injury to insurer

4600 Provision of medical and hospital treatment by employer

4906 Disclosures and statements

5400-5413 Notice of injury or death

6409.1 Reports

CODE OF REGULATIONS, TITLE 8

15596 Notice of employee rights

Management Resources:

WEB SITES

California Department of Industrial Relations: <http://www.dir.ca.gov>

Adopted: 5/7/96

Revised:

Q:4000(b)\bp4157.1

8.4.34

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 4212.5 (a)

PERSONNEL

Classified Personnel

Criminal Record Check

Applicants for Employment

All applicants for classified positions, including temporary, substitute and part-time positions, shall be required to submit fingerprint identification data. However, secondary school students attending a district school who are to be employed in a temporary or part-time position shall not be required to submit a fingerprint identification card. (*Education Code 45125*)

The Superintendent or designee shall prepare fingerprint identification cards in accordance with law for each classified applicant. The district shall send these cards, along with a personal description of the applicant prepared by a local law enforcement agency and the required fee to the Bureau of Criminal Identification Investigation, State Department of Justice, for processing. (*Education Code 45125*)

The Superintendent or designee shall ensure that each person to be employed submits fingerprints, either electronically through the Live Scan system or on fingerprint identification card, for processing by the Department of Justice. If the district is using the Live Scan system, the Superintendent or designee shall also provide the applicant with a Live Scan request form and a list of nearby Live Scan locations.

The district may charge the applicant a fee for processing the application as specified in law. If the applicant is subsequently hired by the district within 30 days of the application, the fee may be reimbursed to the applicant. (*Education Code 45125*)

The Superintendent or designee shall request the Department of Justice to forward one copy of the fingerprint identification data to the Federal Bureau of Investigation for the purpose of obtaining any record of previous convictions of the applicant if: (*Education Code 45125*)

1. The person has not resided in the State of California for at least one year immediately preceding the person's application for employment
2. The person has resided for more than one year, but less than seven years, in the State of California and the Department of Justice has ascertained that the person was convicted of a sex offense where the victim was a minor or a drug offense where an element of the offense is either the distribution to, or the use of a controlled substance, by a minor

8.4.35

CRIMINAL RECORD CHECK (continued)

AR 4212.5 (b)

The Governing Board shall not employ an applicant until the Department of Justice completes its check of the state criminal history files (*Education Code 45125*)

(cf. 4212 - Appointment and Conditions of Employment)

The Superintendent or designee shall ensure that no person is hired who has been convicted of a violent or serious felony as listed in Penal Code 667.5(c) or 1192.7(c), unless that person has obtained a certificate of rehabilitation or pardon. (*Education Code 45122.1*)

The Superintendent or designee may hire a classified employee without waiting for the disposition of the employee's criminal history files upon a determination that an emergency or exceptional situation exists and that a delay in filling the position would endanger student health or safety. (*Education Code 45125*)

The Superintendent or designee may ask the local law enforcement agency to conduct an automated records check to ascertain whether a prospective classified employee has a criminal record. This information shall be requested only for applicants whom the district intends to hire at the time the check is requested. (*Education Code 45125.5*)

(cf. 4112.6/4212.6/4312.6 - Personnel Records)

(cf. 4112.62/4212.62/4312.62 - Maintenance of Criminal Offender Records)

Subsequent Arrest Notification

The Superintendent or designee shall request subsequent arrest notification from the Department of Justice as provided under Penal Code 11105.2. (*Education Code 45125*)

Current Employees

The Superintendent or designee shall maintain a list of all current district classified employees who have not completed a criminal background check, except secondary students employed in a temporary or part-time position by the district having jurisdiction over the school they attend. (*Education Code 45125*)

Upon notification by telephone from the Department of Justice that a current temporary, substitute or probationary classified employee has been convicted of a violent or serious felony, the Superintendent or designee shall immediately place that employee on leave without pay, unless the employee has received a certificate of rehabilitation and a pardon. (*Education Code 45122.1*)

Upon receipt of written notification of the fact of conviction from the Department of Justice, the Superintendent or designee shall immediately terminate the temporary substitute or probationary employee without regard to any other procedure for termination

8.4.36

CRIMINAL RECORD CHECK (continued)

AR 4212.5 (c)

specified in the Education Code or district procedures, unless that employee has received a certificate of rehabilitation and a pardon. (*Education Code 45122.1*)

(*cf. 4218 - Dismissal/Suspension/Disciplinary Action*)

If the employee challenges the Department of Justice record and the Department of Justice withdraws in writing its notification, the Superintendent or designee shall immediately reinstate the employee with full restoration of salary and benefits. (*Education Code 45122.1*)

The Superintendent or designee shall request subsequent arrest service from the Department of Justice as provided under Penal Code 11105.2. (*Education Code 45125*)

Legal Reference:

EDUCATION CODE

44332.6 *Criminal record check, county board of education*

44346.1 *Applicants for credential, conviction of a violent or serious felony*

44830.1 *Certificated employees, conviction of a violent or serious felony*

44830.2 *Certificated employees; Interagency agreements*

45122.1 *Classified employees, conviction of a violent or serious felony*

45125 *Use of personal identification cards to ascertain conviction of crime*

45125.01 *Classified employees; interagency agreements*

45125.5 *Automated records check*

45126 *Duty of Department of Justice to furnish information*

GOVERNMENT CODE

6200-6203 *Crimes related to public records*

PENAL CODE

502 *Unauthorized access to computers*

667.5 *Prior prison terms, enhancement of prison terms*

1192.7 *Plea bargaining limitation*

11075-11081 *Criminal record dissemination*

11105 *State criminal history information; furnishing to authorized persons*

11105.2 *Subsequent arrest notification*

11105.3 *Record of conviction involving sex crimes, drug crimes or crimes of violence; availability to employer for applicants for positions with supervisory or disciplinary power over minors*

11140-11144 *Furnishing of state criminal history information*

13300-13305 *Local summary criminal history information*

CODE OF REGULATIONS, TITLE 11

703 *Release of criminal offender record information*

708 *Destruction of criminal offender record information*

8.4.37

CRIMINAL RECORD CHECK (continued)

AR 4212.5 (d)

Management Resources:

WEB SITES

Department of Justice/Attorney General's Office: <http://www.caag.state.ca.us/app>

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

Adopted: 8/18/98

Revised: 5/18/99, 12/7/99

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8.4.38

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 5121 (a)

STUDENTS

Grades/Evaluation of Student Achievement

Grades for Achievement

Grades for achievement shall be reported each reporting period.

Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. (Education Code 49067)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 5124 - Communication with Parents/Guardians)

An incomplete is given only when a student's work is not finished because of illness or other excused absence. If not made up within three weeks, the incomplete will become an F.

No grade of a student participating in a physical education class may be adversely affected due to the fact that the student, because of circumstances beyond his/her control, does not wear standardized physical education apparel. (Education Code 49066)

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

Criteria for determining grades for achievement may include but are not limited to:

1. Preparation of assignments, including accuracy, legibility and promptness.
2. Contribution to classroom discussions.
3. Demonstrated understanding of concepts in tests.
4. Application of skills and principles to new situations.
5. Organization and presentation of written and oral reports.
6. Originality and reasoning ability when working through problems.

8.4.39

STUDENTS

AR 5121 (b)

Grades/Evaluation of Student Achievement

Grades for Citizenship and Effort

Grades for citizenship and effort shall be reported each marking period.

Criteria for determining grades for citizenship may include but are not limited to:

1. Student obeys rules.
2. Student respects public and personal property.
3. Student maintains courteous, cooperative relations with teachers and fellow students.
4. Student works without disturbing others.

Honor Roll

Each school may post an Honor Roll. To qualify for the Honor Roll a student must meet the requirements established at each school site.

Advanced Placement/Honors Courses (High School Level)

The district wishes to encourage students to take advanced placement and honors courses in academic subjects. Because of the extra work involved, the evaluation system shall be weighted to reflect the more rigorous nature of these courses. Grades received in these courses will be counted on the following scale:

- A = 5 points
- B = 4 points
- C = 3 points
- D = 1 point
- F = 0

Pass/Fail Grading

With parental approval, students may elect to earn a "Pass" or "Fail" grade instead of an A-F grade in the following courses:

1. All courses taken in the Alternative Education Program.
2. All courses taken in the Special Education Program.
3. 9-12th grade noncollege preparatory courses taken in summer school.

8.4.40

STUDENTS

AR 5121 (c)

Grades/Evaluation of Student Achievement

Students who receive a "Pass" grade will acquire the appropriate semester units of credit for the course, and the grade will not be counted in determining class rank, honors list, or membership in the California Scholarship Federation. Students who receive a "Fail" grade will not receive credit for taking the course.

Students shall be graded Pass/Fail for classes in which they serve as student aides unless predetermined goals and objectives related to specific subject knowledge are on file and have been approved by the principal or designee.

Repeated Classes

With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. The student shall receive credit only for taking the course once.

The highest grade received will be the permanent grade on the student's transcript.

Unexcused Absences

When an unexcused absence occurs, the student and parent/guardian shall be notified and informed of the district's policy regarding excessive unexcused absences. The student and parent/guardian shall have a reasonable opportunity to explain the absence. (Education Code 49067)

If the absence is not verified as excusable within 3 school days, it shall be recorded as unexcused. The person receiving any explanation of the absence by the parent/guardian shall make a record of this explanation and the date when it was given.

If a student receives a failing grade because of unexcused absences, school records shall specify that the grade was given because of excessive unexcused absences. (Education Code 49067)

(cf. 5113 - Absences and Excuses)

Progress Reports

Progress reports will be sent home with the student at mid-quarter.

8.4.91

STUDENTS

AR 5121 (d)

Grades/Evaluation of Student Achievement

Grade Weighting for Advanced Placement/Honors Courses

When calculating a student's grade point average, extra grade weighting shall not be assigned to a course that covers a subject required for admission to the University of California or the California State University unless the Superintendent or designee has submitted the course curriculum to the President of the University of California and received confirmation that the university approves the course for extra grade weighting and includes the course on its list of honors courses. Application of this requirement shall follow a four-year implementation schedule beginning with ninth-grade students in the 2005-06 school year. (Education Code 51220.3)

(cf. 6141.5 - Advanced Placement)

Adopted: 5/19/95

Revised:

New - 1994/1995 School Year (Total District Policy Book Review)

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8.4.42

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 5125.1(a)

STUDENTS

Release of Directory Information

The Governing Board recognizes the importance of maintaining the confidentiality of directory information and therefore authorizes the release of such information only in accordance with law and Board policy.

The Superintendent or designee may release student directory information to representatives of the news media or nonprofit organizations in accordance with Board policy and administrative regulation.

(cf. 1112 - Media Relations)

The Superintendent or designee may limit or deny the release of specific directory information to any public or private nonprofit organization based on his/her determination of the best interest of the student. (Education Code 49073)

Employers and prospective employers, including military services representatives, shall have access to directory information. (P.L. 107-110, Section 9528; 10 USC 503)

(cf. 6164.2 - Guidance/Counseling Services)

Under no circumstances shall directory information be disclosed to a private profit-making entity other than employers, prospective employers, and representatives of the news media. Private schools and colleges may be given the names and addresses of 12th-grade students and students who are no longer enrolled provided they use this information only for purposes directly related to the institution's academic or professional goals. (Education Code 49073)

(cf. 1113 - District and School Web Sites)

Legal Reference:

EDUCATION CODE

49061 Definitions

49063 Notification of parents of their rights

49073 Release of directory information

49073.5 Directory information; military representatives; telephone numbers

49603 Public high schools; military recruiting

8.4.43

Release of Directory Information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 10

503 Military recruiter access to directory information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

PUBLIC LAW 107-110

9528 Armed forces recruiter access to students and student recruiting information

Management Resources:

WEB SITES

United States Department of Education: <http://www.ed.gov>

Adopted: 3/8/76

Reviewed: 6/11/84

Revised: 5/19/95

1994/1995 School Year (Total District Policy Book Review)

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8.4.44

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 5125.1(a)

STUDENTS

Release of Directory Information

Directory information means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information includes: (34 CFR 99.3; Education Code 49061)

1. Name
2. Address
3. Telephone number
4. Electronic mail address
5. Photograph
6. Date and place of birth
7. Major field of study
8. Participation in officially recognized activities and sports
9. Weight and height of athletic team members
10. Dates of attendance
11. Degrees and awards received
12. Most recent previous school attended

Parent/Guardian Consent

Directory information shall not be released regarding any student whose parent/guardian notifies the district in writing that such information may not be disclosed without the parent/guardian's prior consent. (Education Code 49073; 20 USC 1232g)

8.4.45

STUDENTS

Release of Directory Information

Notification to Parents/Guardians

At the beginning of each school year, all parents/guardians shall be notified as to the categories of directory information the school or district plans to release and the recipients of the information. The notification shall also inform parents/guardians of their right to refuse to let the district designate any or all types of information as directory information and the period of time within which a parent/guardian must notify the district in writing that he/she does not want a certain category of information designated as directory information. (Education Code 49063, 49073; 34 CFR 99.37)

(cf. 5125 - Student Records)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall notify parents/guardians that they may request that the district not release the name, address and telephone number of their child to military recruiters, employers or institutions of higher education without prior written consent. (P.L. 107-110, Section 9528)

Military recruiters, employers or colleges shall not have access to a student's name, address and telephone number if the parent/guardian has notified the district in writing that such information shall not be released without his/her prior written consent. (P.L. 107-110, Section 9528)

Adopted: 5/19/95

Revised: 9/17/02

New - 1994/1995 School Year (Total District Policy Book Review)

Q:5000\ar5125.1

8.4.46

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 5131.62 (a)

STUDENTS

Tobacco

The Governing Board recognizes that tobacco use presents serious health risks and desires to provide support and assistance in the prevention and intervention of tobacco use among youth.

(cf. 5131.6 - Alcohol and Other Drugs)

Students shall not smoke or use tobacco, or any product containing tobacco or nicotine, while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. (Education Code 48901)

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

The district's comprehensive prevention/intervention program shall be based on an ongoing assessment of objective data regarding tobacco use in the schools and community and on research identifying strategies that have proven effective in preventing or reducing tobacco use among youth. The program shall be designed to meet a set of measurable goals and objectives and shall be periodically evaluated to assess progress.

(cf. 0500 - Accountability)

The district shall provide developmentally appropriate tobacco use prevention instruction for students in grades kindergarten through 12.

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

The Superintendent or designee also may provide students with counseling and other support services to assist in the prevention or reduction of tobacco use.

8.4.47

STUDENTS

Tobacco

(cf. 6164.2 - Guidance/Counseling Services)

Because of the additional health risks of tobacco use for prenatal development, the district shall provide outreach, motivational and other support services to prevent or reduce tobacco use among pregnant and parenting minors.

(cf. 5146 - Married/Pregnant/Parenting Students)

Information about smoking cessation programs shall be made available and encouraged for students and staff. (Health and Safety Code 104420)

(cf. 4159/4259/4359 - Employee Assistance Programs)

The Superintendent or designee shall coordinate prevention and cessation efforts with the local health department, other local agencies and community organizations and shall involve students, parents/guardians, families and the community in support of school-based programs.

(cf. 1020 - Youth Services)

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

Legal Reference:

EDUCATION CODE

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

51202 Instruction in personal and public health and safety

HEALTH AND SAFETY CODE

104350-104495 Tobacco use prevention education

PENAL CODE

308 Minimum age for tobacco possession

PUBLIC LAW 107-110

4111-4117 Safe and Drug-Free Schools and Communities Act

8.4.48

STUDENTS

Tobacco

Management Resources:

CDE PUBLICATIONS

Getting Results: Developing Safe and Healthy Kids, 1998-99

CENTERS FOR DISEASE CONTROL PUBLICATIONS

Guidelines Related to School Health Programs to Prevent Tobacco Use and Addiction, 1994

NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS

Fit, Healthy, and Ready to Learn: A School Health Policy Guide, 2000

WEB SITES

CDE: <http://www.cde.ca.gov>

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

U.S. Department of Education: <http://www.ed.gov>

U.S. Surgeon General: <http://www.surgeongeneral.gov>

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

National Association of State Boards of Education: <http://www.nasbe.org>

Adopted: 5/19/95

New - 1994/1995 School Year (Total District Policy Book Review)

Q:5000\bp5131.62

8.4.49

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 5141.4 (a)

STUDENTS

Child Abuse Reporting Procedures

The Governing Board recognizes that the district has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse and neglect. The Superintendent or designee shall establish procedures for use by district employees in identifying and reporting such incidents.

(cf. 5141.41 - Child Abuse Prevention)

(cf. 5142 - Safety)

Employees who are mandated reporters as defined by law and district administrative regulation are obligated to report known or suspected incidences of child abuse and neglect in accordance with district regulations and state law. Employees shall not investigate any suspected incidents but rather shall fully cooperate with the child protective agencies responsible for reporting, investigating and prosecuting cases of child abuse and neglect.

Parents/guardians may contact the Superintendent or designee to obtain procedures for filing a complaint against a district employee or other person who they suspect has engaged in abuse of a child at a school site.

The Superintendent or designee shall provide training regarding the reporting duties of district employees mandated by law to report suspected child abuse and neglect.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

In the event that training is not provided to mandated reporters the Superintendent or designee shall report to the California Department of Education the reasons that such training is not provided. (Penal Code 11165.7)

8.4.50

STUDENTS

Child Abuse Reporting Procedures

Legal Reference:

EDUCATION CODE

33308.1 Guidelines on procedure for filing child abuse complaints

44690-44691 Staff development in the detection of child abuse and neglect

48906 Notification when student released to peace officer

48987 Dissemination of reporting guidelines to parents

PENAL CODE

152.3 Duty to report murder, rape or lewd or lascivious act

273a Willful cruelty or unjustifiable punishment of child; endangering life or health

288 Definition of lewd or lascivious act requiring reporting

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

15630-15637 Dependent adult abuse reporting

CODE OF REGULATIONS, TITLE 5

4650 Filing complaints with CDE, special education students

Management Resources:

CDE LEGAL ADVISORIES

0514.93 Guidelines for parents to report suspected child abuse by school district employees or other persons against a pupil at school site

WEB SITES

CDE: <http://www.cde.ca.gov>

School/Law Enforcement Partnership: <http://www.cde.ca.gov/spbranch/safety/partnership.html>

California Attorney General: <http://caag.state.ca.us/childabuse>

California Department of Social Services: <http://www.dss.cahwnet.gov>

Governor's Office of Criminal Justice Planning: <http://www.ocjp.ca.gov>

Adopted: 1993

Revised: 5/19/95, 12/4/01

1994/1995 School Year (Total District Policy Book Review)

q:5000bp5141.4

8.4.51

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 5145.6 (a)

STUDENTS

Notifications Required by Law

The Governing Board recognizes that notifications are essential to effective communication between the school and the home. The Superintendent or designee shall send students and parents/guardians all notifications required by law, including notifications about their legal rights, and any other notifications he/she believes will promote parental understanding and involvement.

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5124 - Communication with Parents/Guardians)

(cf. 6020 - Parent Involvement)

The Superintendent or designee shall ensure that notifications which must be sent at the beginning of each academic year include a request that the parent/guardian sign the notice and return it to the school. (Education Code 48982)

Notifications to parents/guardians shall be written both in English and in the family's primary language when so required by law. Whenever an employee learns that a student's parent/guardian is for any reason unable to understand the district's printed notifications, the principal or designee shall work with the parent/guardian to establish other appropriate means of communication.

(cf. 6174 - Education for English Language Learners)

Legal Reference:

EDUCATION CODE

221.5 Prohibited sex discrimination

231.5 Sexual harassment policy

262.3 Appeals; information re: availability of civil remedies

310 Structured English Immersion Program

17288 Pupils: school buildings

17612 Notification of pesticide use

32255-32255.6 Right to refuse harmful or destructive use of animals

32390 Fingerprint program; contracts; funding; consent of parent/guardian; mailing of documents containing fingerprints to parent/guardian

35178.4 Notice of accreditation status

35183 School dress codes; uniforms

35256 School accountability report card

35291 Rules

8.4.52

STUDENTS

Notifications Required by Law

- 35291.5 Rules and procedures on school discipline
- 37616 Consultation
- 39831.5 School bus rider rules and information
- 44808.5 Permission to leave school grounds
- 46010.1 Notice re: excuse to obtain confidential medical services
- 46014 Regulations regarding absences for religious purposes
- 46600-46611 Interdistrict attendance agreements especially:
 - 46601 Failure to approve interdistrict attendance
- 48000 Minimum age of admission
- 48070.5 Promotion or retention of students
- 48204 Residency requirements for school attendance
- 48205 Absence for personal reasons
- 48206.3 Pupils with temporary disabilities; individual instruction; definitions
- 48207 Pupils with temporary disabilities in hospitals outside of school district
- 48208 Students with temporary disabilities in qualifying hospitals
- 48209.9 Application deadline; notice of acceptance or rejection
- 48213 Notice to parent or guardian
- 48216 Immunization
- 48260.5 Notice to parent re truancy
- 48263 Referral to SARB or probation department
- 48432.5 Involuntary transfers of pupils
- 48637.1 Notice of intended assignment
- 48900.1 Attendance of parent or guardian for portion of school day
- 48904 Liability of parent/guardian for willful pupil misconduct
 - 48904.3 Withholding grades, diplomas, or transcripts
- 48906 Notification of release of pupil to peace officer
- 48911 Notification in case of suspension
- 48912 Closed sessions; consideration of suspension
- 48915.1 Expelled individuals: enrollment in another district
- 48915.5 Expulsion of special education student
- 48916 Readmission procedures
- 48918 Rules governing expulsion procedures
- 48980 Required notification at beginning of term
 - 48980.3 Notification of pesticide use
- 48981 Time and means of notification
- 48982 Signature; return to school; effect of signature
- 48983 Contents of notice
- 48984 Activities prohibited unless notice given
- 48985 Notices to parents in language other than English
- 48987 Child abuse information
- 49063 Notification of parents of their rights

8.4.53

STUDENTS

Notifications Required by Law

- 49067 Regulations regarding pupil's achievement
- 49068 Transfer of permanent enrollment and scholarship record
- 49069 Absolute right to access
- 49070 Challenging content of records
- 49073 Release of directory information
- 49076 Access to student records
- 49077 Access to information concerning a student in compliance with court order
- 49091.14 Prospectus
- 49302 Parental consent
- 49332 Notifications of retention of object by school personnel; release
- 49403 Cooperation in control of communicable disease and immunization
- 49423 Administration of prescribed medication for pupil
- 49451 Physical examinations: parent's refusal to consent
- 49452.5 Screening for scoliosis
- 49456 Report to parent
- 49472 Medical and hospital services for pupils
- 49480 Continuing medication regimen for nonepisodic conditions
- 49510-49520 Duffy-Moscone Family Nutrition Education and Services Act of 1970
- 51201.5 Instruction on AIDS and AIDS prevention
- 51240 Excuse from instruction due to religious beliefs
- 51513 Personal beliefs
- 51550 Sex education courses
- 51554 Parent notification; sex education courses
- 51555 Parent notification in grades K-6; sex education courses
- 51820 Venereal disease instruction; written notification to parent; inspection of instructional material; consensual pupil participation
- 51870.5 Internet access policy
- 52164.1 Census-taking methods; determination of primary language; assessment of language skills; notice
- 52164.3 Notice of reassessment of language skills
- 52173 Consultation with parents or guardians; notice to parents or guardians; withdrawal of pupil from program
- 52244 Advanced Placement Program
- 54444.2 Migrant education programs; parent involvement
- 56301 Child-find system; policies re: written notification rights
- 56321 Special education: proposed assessment plan
- 56329 Written notice of right to findings; independent assessment
- 56341 Individualized education program team
- 56343.5 IEP meetings
- 56346 Parental notice and consent to special education program

8.4.54

STUDENTS

Notifications Required by Law

56507 State hearing; use of attorney

58501 Alternative schools: notice required prior to establishment

60641 Standardized Testing and Reporting Program

60850 High School Exit Exam

HEALTH AND SAFETY CODE

1596.857 Right to enter child care facility

120365 Immunizations

120370 Immunizations

120375 Immunizations

120440 Sharing immunization information

124085 Certificate of receipt; health screening and evaluation services; waiver by parent/guardian

124100 School districts and private schools; information to parents or guardians of kindergarten children; withholding of average daily attendance funds

PENAL CODE

627.5 Hearing request following denial or revocation of registration

WELFARE AND INSTITUTIONS CODE

18976.5 Parental notice; right of refusal to participate

CODE OF REGULATIONS, TITLE 5

863 Standardized Testing and Reporting Program

3052 Behavioral intervention

3831 General standards (Gifted and Talented Program)

4306 Reclassification

4622 Notice requirements and recipients

4631 Responsibilities of the local agency

11303 Education for English language learners

11523 Notice of proficiency examinations (HS)

18066 Policies and procedures absences for child care

UNITED STATES CODE, TITLE 20

1232g Family Educational and Privacy Rights Act

1415 Procedural Safeguards

1681-1688 Title IX, discrimination based on sex or blindness

UNITED STATES CODE, TITLE 42

2001d -2001d-7, Title VI, Civil Rights Act of 1964

CODE OF FEDERAL REGULATIONS, TITLE 34

99.7 Student records, annual notification

99.34 Student records, disclosure to other educational agencies

104.36 Procedural safeguards

106.9 Dissemination of policy, nondiscrimination on basis of sex

300.345 Parent participation

8.9.55

STUDENTS

Notifications Required by Law

300.502 Independent educational evaluation

300.503 Prior written notice

300.505 Parental consent

300.507 Parent notice due process hearing

300.523 Manifestation determination review

CODE OF FEDERAL REGULATIONS, TITLE 40

763.93 Management plans

PUBLIC LAW 107-110

1111 State plans

1112 Local educational agency plans

1116 Academic assessment and local educational agency school improvement

1118 Parental involvement

9528 Armed forces recruiter access to students

Adopted: 5/19/95

Revised: 8/4/98, 1/18/00, 5/7/02

1994/1995 School Year (Total District Policy Book Review)

q:/5000\bp5145.6

8.4.56

WESTERN PLACER UNIFIED SCHOOL DISTRICT

E 5145.6 (a)

STUDENTS

Parental Notifications

I. ANNUALLY

When to Notify: Beginning of each school year

Education Code 17612, 48980.3

Board Policy/Administrative Regulation #: AR 3514.2

Subject: Use of pesticide product, active ingredients, Internet address to access information

When to Notify: Beginning of each school year

Education or Other Legal Code: 32255-32255.6, 48980

Board Policy/Administrative Regulation #: BP 5145.8, AR 5145.8

Subject: Right to refrain from harmful or destructive use of animals

When to Notify: Annually

Education or Other Legal Code: 35256

Board Policy/Administrative Regulation #: BP 0510, AR 0510

Subject: School Accountability Report Card provided

When to Notify: Beginning of each school year

Education or Other Legal Code: 35291, 35291.5, 48980

Board Policy/Administrative Regulation #: BP 5131, BP 5144, BP 5144.1, AR 5144.1

Subject: District and site discipline rules

When to Notify: Beginning of each school year

Education or Other Legal Code: 35291, 48900.1, 48980

Board Policy/Administrative Regulation #: BP 5144.1, AR 5144.1

Subject: Required parental attendance

When to Notify: Beginning of each school year if high school open campus

Education or Other Legal Code: 44808.5, 48980

Board Policy/Administrative Regulation #: BP 5112.5

Subject: Open campus

When to Notify: Beginning of each school year if Board has adopted resolution allowing such absence

Education or Other Legal Code: 46014, 48980

Board Policy/Administrative Regulation #: BP 5113, AR 5113

Subject: Absence for religious purposes

8.4.57

When to Notify: Beginning of each school year
Education or Other Legal Code: 48205, 48980
Board Policy/Administrative Regulation #: BP 5113, AR 5113
Subject: Absence for justifiable personal reasons

When to Notify: Beginning of each school year
Education or Other Legal Code: 48206.3, 48207, 48208, 48980
Board Policy/Administrative Regulation #: AR 6183
Subject: Availability of home/hospital instruction for students with temporary disabilities

When to Notify: Beginning of each school year
Education or Other Legal Code: 48216, 48980
Board Policy/Administrative Regulation #: BP 5141.31, AR 5141.31
Subject: Immunizations

When to Notify: Beginning of each school year
Education or Other Legal Code: 48980
Board Policy/Administrative Regulation #: AR 5116.1
Subject: All statutory attendance options and available local attendance options

When to Notify: Beginning of each school year
Education or Other Legal Code: 48205, 48980
Board Policy/Administrative Regulation #: AR 6145
Subject: Grade/credit cannot be reduced due to excused absence if work or test has been completed

When to Notify: Beginning of each school year
Education or Other Legal Code: 48980, 231.5
Board Policy/Administrative Regulation #: AR 5145.7
Subject: Sexual harassment policy as related to students

When to Notify: Beginning of each school year
Education or Other Legal Code: 48980, 52244
Board Policy/Administrative Regulation #: AR 6141.5
Subject: Availability of state funds to cover costs of advanced placement exam fees

When to Notify: Beginning of each school year
Education or Other Legal Code: 48980
Board Policy/Administrative Regulation #: BP 6111
Subject: Schedule of minimum days

8.4.58

When to Notify: Beginning of each school year
Education or Other Legal Code: 48980, 51870.5
Board Policy/Administrative Regulation #: BP 6163.4
Subject: Policy on student access to the Internet

When to Notify: Beginning of each school year
Education or Other Legal Code: 49063, 49068, 49069, and 20 USC 1232g, 34 CFR 99.7
Board Policy/Administrative Regulation #: BP 5125, AR 5125
Subject: Inspect and review, access to, types of records, where kept, persons responsible, location of log, criteria and type of access for persons with access, cost of copies, how to request amendments, criteria for determining who is a school official and what is a legitimate educational interest

When to Notify: Beginning of each school year
Education or Other Legal Code: 49063, 49070
Board Policy/Administrative Regulation #: AR 5125, AR 5125.3
Subject: Challenge, review and expunging of records

When to Notify: Beginning of each school year
Education or Other Legal Code: 49063, 49073
Board Policy/Administrative Regulation #: BP 5125.1, AR 5125.1
Subject: Release of directory information

When to Notify: Beginning of each school year
Education or Other Legal Code: 49063, 49091.14
Board Policy/Administrative Regulation #: AR 5020, AR 5125
Subject: Availability of course prospectus

When to Notify: Beginning of each school year
Education or Other Legal Code: 49423, 49480, 48980
Board Policy/Administrative Regulation #: AR 5141.21, AR 5141.31
Subject: Administration of prescribed medication

When to Notify: Beginning of each school year
Education or Other Legal Code: 49451, 48980
Board Policy/Administrative Regulation #: BP 5141.3
Subject: Refusal to consent to physical examination

8.4.59

When to Notify: Beginning of each school year
Education or Other Legal Code: 49472, 48980
Board Policy/Administrative Regulation #: BP 5143
Subject: Availability of insurance plan

When to Notify: Beginning of each school year
Education or Other Legal Code: 49510-49520, 48980
Board Policy/Administrative Regulation #: BP 3553
Subject: Free and reduced price meals

When to Notify: Beginning of each school year
Education or Other Legal Code: 51240, 48980
Board Policy/Administrative Regulation #: BP 6141.2, AR 6142.1, BP 6142.8
Subject: Excuse from health/sex education due to religious belief

When to Notify: Beginning of each school year
Education or Other Legal Code: 51550, 48980
Board Policy/Administrative Regulation #: AR 6142.1
Subject: Sex Education

When to Notify: Annually
Education or Other Legal Code: 56301
Board Policy/Administrative Regulation #: BP 6164.4
Subject: Rights of all parents related to special education identification, referral, assessment, instructional planning, implementation and review, and procedures for initiating a referral for assessment

When to Notify: Beginning of each school year
Education or Other Legal Code: 58501
Board Policy/Administrative Regulation #: BP 6181
Subject: Alternative schools

When to Notify: Beginning of each school year
Education or Other Legal Code: 20 USC 1681-1688; 42 USC 2000d-2000d-7, 34 CFR 106.9
Board Policy/Administrative Regulation #: BP 0410, AR 6178
Subject: Nondiscrimination on basis of sex, disability, ethnicity or lack of English skills

4.4.60

When to Notify: Annually

Education or Other Legal Code: 5 CCR, 4622

Board Policy/Administrative Regulation #: AR 1312.3

Subject: Uniform complaint procedures and available appeals and civil law remedies; identity of coordinators

When to Notify: Annually to parent, teacher and employee organizations; in absence of organizations, to individuals

Education or Other Legal Code: 40 CFR 763.93

Board Policy/Administrative Regulation #: AR 3514

Subject: Availability of complete, updated management plan for asbestos-containing material in school buildings

When to Notify: Beginning of each school year

Section 1061 P.L. 107-110

Board Policy/Administrative Regulation #: BP 5141.3*, AR 5141.3*, BP 5145.1*, BP 6162.8*, AR 6162.8*

Subject: Notice of privacy policy and dates of activities re: survey, health examination, or collection of personal information for marketing

When to Notify: For districts receiving Title I funds, beginning of each school year

Section 1111 P.L. 107-110

Board Policy/Administrative Regulation #: AR 4112*, AR 4112.2*, AR 4222

Subject: Right to request information re: professional qualification of their child's teacher and paraprofessional

II. AT SPECIFIC TIMES DURING THE STUDENT'S ACADEMIC CAREER

When to Notify: At least once before counseling in grades 7 through 12

Education or Other Legal Code: 221.5, 48980

Board Policy/Administrative Regulation #: BP 6164.2

Subject: Course selection and career counseling

When to Notify: At beginning of school year if student had been placed in structured English immersion program

Education or Other Legal Code: 310; 5 CCR 11303

Board Policy/Administrative Regulation #: AR 6174

Subject: Placement of child in program and opportunity to apply for parental exception waiver

8.4.61

When to Notify: Before high school student attends specialized secondary program on a university campus

Education or Other Legal Code: 17288

Board Policy/Administrative Regulation #: None

Subject: University campus buildings may not meet Education Code requirements for structural safety

When to Notify: Before presenting a course using live or dead animals or animal parts

Education or Other Legal Code: 32255-32255.6

Board Policy/Administrative Regulation #: BP 5145.8

Subject: Right to refrain from harmful or destructive use of animals

When to Notify: When child first enrolls in a public school, if the school offers a fingerprinting program

Education or Other Legal Code: 32390, 48980

Board Policy/Administrative Regulation #: BP 5142.1

Subject: Fingerprinting program

When to Notify: Upon registration, if K-6 students have not previously been transported in a school bus

Education or Other Legal Code: 38048

Board Policy/Administrative Regulation #: AR 3543

Subject: School bus safety rules and information, list of stops rules of conduct, red light danger zones, walking to and from stops

When to Notify: Beginning of each school year in grades 7-12

Education or Other Legal Code: 46010.1

Board Policy/Administrative Regulation #: BP 5113

Subject: Absence for confidential medical services

When to Notify: Upon admission to school

Education or Other Legal Code: Education Code 48216, 49403; Health and Safety Code 120365, 120370 and 120375

Board Policy/Administrative Regulation #: AR 5141.31

Subject: Immunizations

When to Notify: Before early entry to kindergarten, if offered

Education or Other Legal Code: 48000

Board Policy/Administrative Regulation #: AR 5111

Subject: Effects, advantages and disadvantages of early entry

8.14.62

When to Notify: Before assigning student to opportunity school/class/program
Education or Other Legal Code: 48637.1
Board Policy/Administrative Regulation #: BP 6182, AR 6182
Subject: Assignment to an opportunity school/class/program

When to Notify: Beginning each school year in grades 9-12 and when high school students transfers into the district
Education or Other Legal Code: 48980, 60850
Board Policy/Administrative Regulation #: AR 6146.1
Subject: Requirement to pass the high school exam including : date of exam, requirements for passing, consequences of not passing, and that passing is a condition of graduation

When to Notify: Beginning of each school year or before receiving instruction on AIDS, family life human sexuality, sexually transmitted diseases
Education or Other Legal Code: 51201.5, 51555
Board Policy/Administrative Regulation #: AR 6142.1, 6142.2
Subject: Explanation of the instruction; right to request specific Education Code sections

When to Notify: Prior to child participation in program
Education or Other Legal Code: 51550; Welfare and Institutions Code 18976.5
Board Policy/Administrative Regulation #: BP 5141.41
Subject: Child abuse prevention programs

When to Notify: At least 15 days before instruction starts
Education or Other Legal Code: 51820
Board Policy/Administrative Regulation #: AR 6142.1
Subject: Venereal disease instruction

When to Notify: Upon assessment and reassessment of English proficiency and enrollment in program of education for English language learners
Education or Other Legal Code: 52164.1, 52164.3, 52173; 5 CCR 4306
Board Policy/Administrative Regulation #: BP 6174, AR 6174
Subject: Program of education for English language learners

When to Notify: Within 20 working days of receiving results of standardized achievement tests
Education or Other Legal Code: 60641, 5 CCR 863
Board Policy/Administrative Regulation #: AR 6162.5
Subject: Results of tests; test purpose, individual score and intended use

8.9.63

When to Notify: When child is enrolled in kindergarten
Education or Other Legal Code: Health and Safety Code 124085 and 124100
Board Policy/Administrative Regulation #: BP 5141.32
Subject: Health screening examination

When to Notify: Prior student participation in program
Education or Other Legal Code: 5 CCR 3831
Board Policy/Administrative Regulation #: AR 6172
Subject: Gifted and talented student program

When to Notify: To students in grades 11 and 12, early enough to enable registration for current fall test
Education or Other Legal Code: 5 CCR 11523
Board Policy/Administrative Regulation #: AR 6146.2
Subject: Notice of proficiency examination provided under Education Code 48412

When to Notify: When child is selected to participate in Title I program
Education or Other Legal Code: 20 USC 6319
Board Policy/Administrative Regulation #: AR 6171
Subject: Parent's right to help design and implement Title I programs

When to Notify: For districts receiving Title I funds, not later than 30 days after beginning of school year, to parents of English learners
Section 1112 P.L. 107-110
Board Policy/Administrative Regulation #: AR 6174*
Subject: Reasons for placement, level of proficiency, instructional methods, how program meets child's strengths and teaches English, exit requirements, right to choose another program

III. WHEN SPECIAL CIRCUMSTANCES OCCUR

When to Notify: Upon receipt of a complaint alleging discrimination
Education or Other Legal Code: 262.3
Board Policy/Administrative Regulation #: AR 1312.3
Subject: Civil law remedies available to complaints

When to Notify: At least 72 hours before use of pesticide product not included in annual list
Education Code 17612
Board Policy/Administrative Regulation #: AR 3514.2
Subject: Intended use of pesticide product

8.9.64

When to Notify: If school has lost its WASC accreditation status

Education Code 35178.4

Board Policy/Administrative Regulation #: BP 6190

Subject: Loss of status, potential consequences

When to Notify: At least six months before implementing a schoolwide uniform policy

Education or Other Legal Code: 35183

Board Policy/Administrative Regulation #: AR 5132

Subject: Dress code policy requiring schoolwide uniform

When to Notify: When student transfers into the district

Education or Other Legal Code: 35291, 35291.5

Board Policy/Administrative Regulation #: BP 5131, BP 5144

Subject: District and site discipline rules

When to Notify: Before implementing a continuous school program

Education or Other Legal Code: 37616

Board Policy/Administrative Regulation #: BP 6117

Subject: Continuous school program

When to Notify: When interdistrict transfer is requested and not approved within 30 days

Education or Other Legal Code: 46601

Board Policy/Administrative Regulation #: BP 5117

Subject: Appeal process

When to Notify: When student identified as being at risk of retention

Education or Other Legal Code: 48070.5

Board Policy/Administrative Regulation #: AR 5123

Subject: Student at risk of retention

When to Notify: When Board denies transfer into district based on parent employment

Education Code 48204

Board Policy/Administrative Regulation #: AR 5111.12

Subject: Denial of admission and rationale

When to Notify: No later than 90 days after applying for transfer under alternative interdistrict attendance program

Education or Other Legal Code: 48209.9

Board Policy/Administrative Regulation #: AR 5117.2

Subject: Provisional acceptance or rejection of application

8.4.65

When to Notify: By May 15 after applying for transfer under alternative interdistrict attendance program

Education or Other Legal Code: 48209.9

Board Policy/Administrative Regulation #: AR 5117.2

Subject: Final acceptance or rejection

When to Notify: When excluding a student from attendance

Education or Other Legal Code: 48213

Board Policy/Administrative Regulation #: AR 5112.2

Subject: Reasons for exclusions; parental rights

When to Notify: When a student is classified a truant

Education or Other Legal Code: 48260.5

Board Policy/Administrative Regulation #: AR 5113

Subject: Parental obligation

When to Notify: When a truant is referred to a SARB or probation department

Education or Other Legal Code: 48263

Board Policy/Administrative Regulation #: AR 5113

Subject: Name and address of SARB or probation department and reason for referral

When to Notify: Prior to involuntary transfer to continuation school

Education or Other Legal Code: 48432.5

Board Policy/Administrative Regulation #: AR 6184

Subject: Right to require a meeting prior to involuntary transfer to continuation school

When to Notify: When teacher requires parental attendance

Education or Other Legal Code: 48900.1

Board Policy/Administrative Regulation #: AR 5144.1

Subject: Parent/guardian attendance pursuant to law

When to Notify: Prior to withholding grades, diplomas, or transcripts

Education or Other Legal Code: 48904

Board Policy/Administrative Regulation #: AR 5125.2

Subject: Damaged school property

When to Notify: When withholding grades, diplomas or transcripts from transferring student

Education or Other Legal Code: 48904.3

Board Policy/Administrative Regulation #: AR 5125.2

Subject: Next school will continue withholding grades, diplomas or transcripts

8.4.66

When to Notify: When student is released to peace officer
Education or Other Legal Code: 48906
Board Policy/Administrative Regulation #: BP 5145.11
Subject: Release of student to peace officer

When to Notify: At time of suspension
Education or Other Legal Code: 48911
Board Policy/Administrative Regulation #: BP 5144.1, AR 5144.1
Subject: Notice of suspension

When to Notify: When original period of suspension is extended
Education or Other Legal Code: 48911
Board Policy/Administrative Regulation #: AR 5144.1
Subject: Extension of suspension

When to Notify: Before holding a closed session re: suspension
Education or Other Legal Code: 48912
Board Policy/Administrative Regulation #: AR 5144.1
Subject: Intent to hold a closed session re: suspension

When to Notify: When student expelled from another district for certain acts seeks admission
Education or Other Legal Code: 48915.1, 48918
Board Policy/Administrative Regulation #: AR 5119
Subject: Hearing re: possible danger presented by expelled student

When to Notify: When readmission is denied
Education or Other Legal Code: 48916
Board Policy/Administrative Regulation #: AR 5144.1
Subject: Reasons for denial; determination of assigned program

When to Notify: When expulsion occurs
Education or Other Legal Code: 48916
Board Policy/Administrative Regulation #: AR 5144.1
Subject: Description of readmission procedures

When to Notify: 10 calendar days before expulsion hearing
Education or Other Legal Code: 48918
Board Policy/Administrative Regulation #: AR 5144.1
Subject: Notice of expulsion hearing

8.4.67

When to Notify: When expulsion or suspension of expulsion occurs

Education or Other Legal Code: 48918

Board Policy/Administrative Regulation #: AR 5144.1

Subject: Decision to expel; right to appeal to county board; obligation to inform new district of status

When to Notify: One month before the scheduled minimum day

Education or Other Legal Code: 48980

Board Policy/Administrative Regulation #: BP 6111

Subject: When minimum days are scheduled after the beginning of the school year

When to Notify: When parents request guidelines for filing complaint of child abuse at a school site

Education or Other Legal Code: 48987

Board Policy/Administrative Regulation #: BP 1312.1

Subject: Guidelines for filing complaint of child abuse at a school site with local child protective agencies

When to Notify: When student is in danger of failing a course

Education or Other Legal Code: 49067

Board Policy/Administrative Regulation #: AR 5121

Subject: Student in danger of failing a course

When to Notify: When student transfers from another district or private school

Education or Other Legal Code: 49068

Board Policy/Administrative Regulation #: AR 5125

Subject: Right to receive copy of student's record and to challenge its content

When to Notify: Within 24 hours of release of information to a judge or probation officer

Education or Other Legal Code: 49076

Board Policy/Administrative Regulation #: AR 5125

Subject: Release of student record information to a judge or probation officer for conducting a truancy mediation program or for presenting evidence at a truancy petition

When to Notify: Before release of information pursuant to court order or subpoena

Education or Other Legal Code: 49077

Board Policy/Administrative Regulation #: AR 5125

Subject: Release of information pursuant to court order or subpoena

8.4.68

When to Notify: Before students serves on safety patrol
Education or Other Legal Code: 49302
Board Policy/Administrative Regulation #: AR 5142.2
Subject: Parental consent

When to Notify: When injurious object is taken from student
Education or Other Legal Code: 49332
Board Policy/Administrative Regulation #: AR 5131.7
Subject: Weapons and dangerous objects

When to Notify: When screening results in suspicion that student has scoliosis
Education or Other Legal Code: 49452.5
Board Policy/Administrative Regulation #: BP 5141.3
Subject: Scoliosis screening

When to Notify: When test results in discovery of visual or hearing defects
Education or Other Legal Code: 49456
Board Policy/Administrative Regulation #: BP 5141.3
Subject: Vision or hearing test

When to Notify: When a district with junior/high schools does not provide medical/hospital services for injured athletic students
Education or Other Legal Code: 49471
Board Policy/Administrative Regulation #: AR 5143
Subject: Unavailability of services

When to Notify: Before guest speaker or assembly on AIDS prevention, family life, human sexuality, sexually transmitted diseases
Education or Other Legal Code: 51201.5, 51554, 51555
Board Policy/Administrative Regulation #: AR 6142.1, AR 6142.2
Subject: Date of instruction, name of organization, right to request specific Education Code sections

When to Notify: Before any test questioning personal beliefs
Education or Other Legal Code: 51513
Board Policy/Administrative Regulation #: BP 5145.1
Subject: Permission for test questioning personal beliefs

8.4.69

When to Notify: When migrant education program is established
Education or Other Legal Code: 54444.2
Board Policy/Administrative Regulation #: BP 6175, AR 6175
Subject: Parent advisory council membership composition

When to Notify: When child participates in licensed child care and development program
Health and Safety Code 1596.857
Board Policy/Administrative Regulation #: AR 5148
Subject: Parent right to enter facility

When to Notify: When sharing student immunization information with an immunization system
Education or Other Legal Code: Health and Safety Code 120440
Board Policy/Administrative Regulation #: AR 5125
Subject: The name and address of the agency; acceptable use of the information; right to examine; right to refuse to share

When to Notify: When hearing is requested by person asked to leave school premises
Education or Other Legal Code: Penal Code 627.5
Board Policy/Administrative Regulation #: AR 3515.2
Subject: Notice of hearing

When to Notify: When providing written decision in response to a complaint re: discrimination, special education, or noncompliance with laws regulating educational program
Education or Other Legal Code: 5 CCR 4631
Board Policy/Administrative Regulation #: AR 1312.3
Subject: Appeal rights and procedures

When to Notify: When child participates in licensed child care and development program
5 CCR 18066
Board Policy/Administrative Regulation #: AR 5148
Subject: Policies re: unexcused absences

When to Notify: When student transfers out-of-state and records are disclosed without consent pursuant to 34 CFR 99.30
Education or Other Legal Code: 34 CFR 99.34
Board Policy/Administrative Regulation #: AR 5125
Subject: Right to review records

8.4.70

When to Notify: For districts receiving Title I funds, when a child has been taught for four or more consecutive weeks by a teacher who is not "highly qualified"

Section 1111 P.L. 107-110

Board Policy/Administrative Regulation #: none

Subject: Timely notice to parent of child's assignment

When to Notify: When school identified for program improvement or corrective action, within 30 days of failure to make annual yearly progress

Section 1112 P.L. 107-110

Board Policy/Administrative Regulation #: none

Subject: Notice of failure to parents of ELL students

When to Notify: When school identified for program improvement or corrective action

Section 1116 P.L. 107-110

Board Policy/Administrative Regulation #: none

Subject Explanation of identification, reasons, how problem will be addressed, how parents can become involved, transfer option, availability of supplemental services

When to Notify: For districts with schools that have been identified for program improvement or corrective action, annually

Section 1116 P.L. 107-110

Board Policy/Administrative Regulation #: none

Subject: Availability of supplemental educational services, identity of providers, description of services, qualifications, effectiveness of providers

When to Notify: For schools receiving Title I funds, upon development of parent involvement policy

Section 1118 P.L. 107-110

Board Policy/Administrative Regulation #: AR 6171*

Subject: Notice of policy

When to Notify: For districts with secondary students receiving Title I funds

Section 9528 P.L. 107-110

Board Policy/Administrative Regulation #: AR 5125.1

Subject: Notice that parents may request that district not release name, address, phone number of student to military recruiters without prior consent

8.4.71

IV. SPECIAL EDUCATION NOTICES

When to Notify: When considering the expulsion of a special education student

Education or Other Legal Code: 48915.5, 34 CFR 300.504

Board Policy/Administrative Regulation #: AR 5144.2

Subject: Notice of intent to conduct preexpulsion assessment

When to Notify: 48 hours before preexpulsion assessment

Education or Other Legal Code: 48915.5

Board Policy/Administrative Regulation #: AR 5144.2

Subject: Right to participate in meeting

When to Notify: Within 15 days of referral for assessment for special education programs

Education or Other Legal Code: 56321

Board Policy/Administrative Regulation #: AR 6159.1, AR 6164.4

Subject: Proposed assessment plan and related parental rights

When to Notify: Upon completion of administration of assessment

Education or Other Legal Code: 56329, 34 CFR 300.502

Board Policy/Administrative Regulation #: AR 6164.4

Subject: IEP meeting scheduled and determination at meeting

When to Notify: If parent disagrees with assessment

Education or Other Legal Code: 56329, 34 CFR 300.502

Board Policy/Administrative Regulation #: AR 6164.4

Subject: Right to obtain independent educational assessment

When to Notify: 24 hours before IEP meeting, when intending to tape record

Education or Other Legal Code: 56341

Board Policy/Administrative Regulation #: AR 6159

Subject: Intention to tape record IEP meeting

When to Notify: When parent orally requests review of IEP

Education or Other Legal Code: 56343.5

Board Policy/Administrative Regulation #: AR 6159

Subject: Need for written request

When to Notify: Prior participation in special education

Education or Other Legal Code: 56346,

Board Policy/Administrative Regulation #: AR 6159

Subject: Notice of IEP meetings, why participation necessary

8.4.72

When to Notify: 10 days before using an attorney to present arguments at state hearing
Education or Other Legal Code: 56507
Board Policy/Administrative Regulation #: AR 6159.1
Subject: Intent to be represented by an attorney

When to Notify: Before functional behavioral assessment begins
Education or Other Legal Code: 5 CCR 3052
Board Policy/Administrative Regulation #: AR 6159.4
Subject: Notification and consent

When to Notify: Before modification of behavioral intervention plan
Education or Other Legal Code: 5 CCR 3052
Board Policy/Administrative Regulation #: AR 6159.4
Subject: Need for modification, right to question modification

When to Notify: Within one school day of emergency intervention or serious property damage
Education or Other Legal Code: 5 CCR 3052
Board Policy/Administrative Regulation #: AR 6159.4
Subject: Emergency intervention

When to Notify: Whenever there is a proposal or refusal to initiate or change the identification, evaluation or placement
Education or Other Legal Code: 20 USC 1415(c), 34 CFR 300.503
Board Policy/Administrative Regulation #: AR 6159.1
Subject: Prior written notice

When to Notify: Initial referral for evaluation
Education or Other Legal Code: 20 USC 1415(d)
Board Policy/Administrative Regulation #: AR 6159.1
Subject: Procedural safeguards notice

When to Notify: Notification of IEP meeting
Education or Other Legal Code: 20 USC 1415(d)
Board Policy/Administrative Regulation #: AR 6159.1
Subject: Procedural safeguards notice

When to Notify: Reevaluation of student
Education or Other Legal Code: 20 USC 1415(d)
Board Policy/Administrative Regulation #: AR 6159.1
Subject: Procedural safeguards notice

8/4/73

When to Notify: Registration of complaint
Education or Other Legal Code: 20 USC 1415(d)
Board Policy/Administrative Regulation #: AR 6159.1
Subject: Procedural safeguards notice

When to Notify: Suspension for more than 10 days or disciplinary action taken for dangerous behavior
Education or Other Legal Code: 20 USC 1415(k), 34 CFR 300.523
Board Policy/Administrative Regulation #: AR 5144.2
Subject: Decision

When to Notify: Change of placement for more than 10 days
Education or Other Legal Code: 20 USC 1415(k), 34 CFR 300.523
Board Policy/Administrative Regulation #: AR 5144.2
Subject: Decision

When to Notify: Early enough to ensure opportunity for parent to attend IEP meeting
Education or Other Legal Code: 34 CFR 300.345
Board Policy/Administrative Regulation #: AR 6159
Subject: Time, purpose, location, who in attendance, participation of other with special knowledge, transition statements if appropriate

When to Notify: Upon requesting a due process hearing
Education or Other Legal Code: 34 CFR 300.507
Board Policy/Administrative Regulation #: AR 6159.1
Subject: Child's name, address, school, description of problem, proposed resolution

Adopted: 5/19/95
NOTE: Format change 3/99
Revised: 5/18/99, 10/5/99, 1/18/00, 6/18/01, 5/7/02
(Q)\5000\E5145.6

8.4.94

WESTERN PLACER UNIFIED SCHOOL DISTRICT

BP 6145.5 (a)

INSTRUCTION

Student Organizations and Equal Access

Closed Forum

The Governing Board believes that student organizations reinforce the instructional program, give students practice in democratic self-government and provide social and recreational activities. Student organizations also serve to honor outstanding student achievement and enhance school spirit and students' sense of belonging.

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 1325 - Advertising and Promotion)

(cf. 3452 - Student Activity Funds)

All student organizations must be approved by the Board and officially sponsored by the school. In order to maintain a closed forum on school campuses, only student-initiated groups that relate directly to the curriculum shall be allowed to meet on school premises.

(cf. 1330 - Use of School Facilities)

(cf. 3515.2 - Disruptions)

All such clubs or groups shall have equal access to the school media, including the public address system, the school newspaper, and the school bulletin board, to announce meetings.

No school shall deny equal access or a fair opportunity to meet to, or discriminate against, any group officially affiliated with the Boy Scouts of America, or with any other youth group listed as a patriotic society in Title 36 of the United States Code, for reasons based on the membership or leadership criteria or oath of allegiance to God and country. (Public Law 107-110, Section 9525)

Hazing

No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm or personal degradation or disgrace resulting in physical or mental harm to any fellow student or other person. Persons violating this policy shall be subject to district discipline and penalties specified in law. (Education Codes 32051, 32052)

8.4.75

INSTRUCTION

Student Organizations and Equal Access

In accordance with law, the Superintendent or designee shall provide notice of this policy and related provisions of law.

(cf. 5136 - Gangs)

(cf. 5144 - Discipline)

Legal Reference:

EDUCATION CODE

52 Designation of secondary schools

53 Designation of high schools

200-262.3 Prohibition of discrimination on the basis of sex

32050-32051 Hazing

48930-48938 Student organizations

48950 Freedom of speech

49020 Athletic programs: Legislative intent

49021 Equal opportunity for male and female students

49022 Apportionment of funds for male and female students

49023 Expenditure of public funds; prohibited sex discrimination

CODE OF REGULATIONS, TITLE 5

2 Definitions

5531 Supervision of extracurricular activities of pupils

PENAL CODE

627-627.10 Access to school premises

UNITED STATES CODE, TITLE 20

4071-4074 The Equal Access Act

UNITED STATES CODE, TITLE 36

20101-240112 Patriotic organizations

PUBLIC LAW 107-110

9524 School prayer

9525 Boy Scouts equal access

COURT DECISIONS

Culbertson et al. v. Oakridge School District, (2001) 258 F.3d 1061

Good News Club et al. v. Milford Central School, (2001) 121 S.Ct. 2093

Ceniceros v. Board of Trustees of the San Diego Unified School District, (1995) 66 F. 3d 1535

Board of Education of Westside Community School District v. Mergens By and Through Mergens (1989, 8th Cir.) 867 F.2d 1076, affd. (1990) 496 U.S. 226

Perumal et al v. Saddleback Valley Unified School District, (1988) 198 Cal. App. 3d 64

8.4.76

INSTRUCTION

Student Organizations and Equal Access

Student Coalition for Peace v. Lower Merion School District Board of Directors,
(1985) 776 F.2d. 431
Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

U.S. DEPARTMENT OF EDUCATION

Religious Expression in Public Schools: Statement of Principles, Richard W. Riley,
1995, rev. 1999

WEB SITES

U.S. Department of Education: <http://www.ed.gov>

Adopted: 5/4/93

Revised:

1994/1995 School Year (Total District Policy Book Review)

q:6000bp6145.5

8.4.97

~~DELETED-DELETED-DELETED-DELETED~~

~~WESTERN PLACER UNIFIED SCHOOL DISTRICT~~

~~E-6145.5 (a)~~

~~INSTRUCTION~~

~~SUBCHAPTER VIII THE EQUAL ACCESS ACT~~

~~4071. Denial of Equal Access Prohibited~~

~~a) Restriction of limited open forum on basis of religious, political, philosophical or other speech content prohibited.~~

~~It shall be unlawful for any public secondary school which receives Federal financial assistance and which has a limited open forum to deny equal access or a fair opportunity to, or discriminate against, any students who wish to conduct a meeting within that limited open forum on the basis of the religious, political, philosophical, or other content of the speech at such meetings.~~

~~b) "Limited open forum" defined.~~

~~A public secondary school has a limited open forum whenever such school grants an offering to or opportunity for one or more noncurriculum related student groups to meet on school premises during noninstructional time.~~

~~c) Fair opportunity criteria.~~

~~School shall be deemed to offer a fair opportunity to students who wish to conduct a meeting within its limited open forum if such school uniformly provides that~~

- ~~(1) the meeting is voluntary and student initiated;~~
- ~~(2) there is no sponsorship of the meeting by the school, the government, or its agents or employees;~~
- ~~(3) employees or agents of the school or government are present at religious meetings only in a nonparticipatory capacity;~~
- ~~(4) the meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and~~
- ~~(5) nonschool persons may not direct, conduct, control or regularly attend activities of student groups.~~

~~d) Construction of subchapter with respect to certain rights.~~

~~Nothing in this title shall be construed to authorize the United States or any State or political subdivision thereof~~

- ~~(1) to influence the form or content of any prayer or religious activity;~~
- ~~(2) to require any person to participate in prayer or other religious activity;~~

8.4.78

- ~~(3) to expend public funds beyond the incidental cost of providing the space for student-initiated meetings;~~

INSTRUCTION

E-6145.5 (b)

Subchapter VIII The Equal Access Act

~~(d) Construction of subchapter with respect to certain rights (continued)~~

- ~~(4) to compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agent or employee;~~
~~(5) to sanction meetings that are otherwise unlawful;~~
~~(6) to limit the rights of groups of students which are not of a specified numerical size; or~~
~~(7) to abridge the constitutional rights of any person.~~

~~(e) Federal financial assistance to schools unaffected.~~

~~Notwithstanding the availability of any other remedy under the Constitution or the laws of the United States, nothing in this title shall be construed to authorize the United States to deny or withhold federal financial assistance in any school.~~

~~(f) Authority of schools with respect to order, discipline, well being and attendance concerns.~~

~~Nothing in this title shall be construed to limit the authority of the school, its agents or employees, to maintain order and discipline on school premises, to protect the well being of students and faculty, and to assure that attendance of students at meetings is voluntary.~~

4072. Definitions

~~As used in this title~~

- ~~(1) The Term "secondary school" means a public school which provides secondary education as determined by State law.~~
~~(2) The term "sponsorship" includes the act of promoting, leading, or participating in a meeting. The assignment of a teacher, administrator, or other school employee to a meeting for custodial purposes does not constitute sponsorship of the meeting.~~
~~(3) The term "meeting" includes those activities of student groups which are permitted under a school's limited open forum and are not directly related to the school curriculum.~~
~~(4) The term "noninstructional time" means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends.~~

8.4.79

INSTRUCTION

E-6145.5 (e)

~~Subchapter VIII The Equal Access Act~~

~~4073. Severability~~

~~If any provision of this title or the application thereof to any person or circumstances is judicially determined to be invalid, the provisions of the remainder of the title and the application to other persons or circumstances shall not be affected thereby.~~

~~4074. Construction~~

~~The provisions of this title shall supersede all other provisions of federal law that are inconsistent with the provisions of this title.~~

Adopted: 5/4/93

Revised:

1994/1995 School Year (Total District Policy Book Review)

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8.4.80

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

BOARD OF TRUSTEE GLOBAL DISTRICT GOALS

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

COMPLIANCE CHECK LIST

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

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

SUBJECT:

First Reading of
New Policies

AGENDA ITEM AREA:

INFORMATION/DISCUSSION

REQUESTED BY:

Roger R. Yohe,
Superintendent

ENCLOSURES:

New Policies

MEETING DATE:

February 4, 2003

BACKGROUND:

•The District Policy Committee has reviewed the following new policies and regulations. These new policies and regulations are being submitted on a first reading basis:

- AR 5111.13 Residency for Homeless Children
- AR 5131.62 Tobacco
- BP 6164.2 Guidance/Counseling Services
- BP/AR 6173 Education for Homeless Children

SUPERINTENDENT'S RECOMMENDATION:

Administration recommends the Board of Trustees accept the new policies and regulations on a first reading basis, to return for adoption on February 18th.

Eva\h:\wpfiles\Board\format4

8.5

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 5111.13 (a)

STUDENTS

Residency for Homeless Children

Homeless students living in the district shall be admitted to district schools upon presentation of any of the following:

1. Hotel or motel receipts
2. A letter from a social service agency or homeless shelter verifying that the student lives within the district
3. an affidavit from the parent/guardian stating that the family lives within the district

A reasonable effort shall be made to secure an address, phone number and medical release from the parent/guardian when a student is placed in a classroom.

(cf. 5125 – Student Records)

(cf. 5141.31 – Immunizations)

(cf. 6173 – Education for Homeless Children)

Legal Reference:

EDUCATION CODE

1980-1986 County Community schools

2558.2 Use of revenue limits to determine average daily attendance of homeless children

39807.5 Payment of transportation costs by parents

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

Management Resources:

CDE PUBLICATIONS

Enrolling Students in Homeless situations, 1999

FEDERAL REGISTER

U.S. Dept. of Education – Notice of school enrollment guidelines

Adopted:

Q:5000\ar5111.13

8.5.1

WESTERN PLACER UNIFIED SCHOOL DISTRICT

AR 5131.62 (a)

STUDENTS

Tobacco

Tobacco Use Prevention Education

Instruction for students in grades 4 through 8 shall address the following topics: (Health and Safety Code 104420)

1. Immediate and long-term undesirable physiologic, cosmetic and social consequences of tobacco use
2. Reasons that adolescents say they smoke or use tobacco
3. Peer norms and social influences that promote tobacco use
4. Refusal skills for resisting social influences that promote tobacco use

The district's program for grades 9 through 12 shall:

1. Target current smokers and students who are most at risk for beginning to use tobacco, including young women, low-achieving students, students from families whose members include tobacco users, and students who associate with peers who use tobacco
2. Offer or refer students to precessation readiness classes or cessation classes for current smokers
3. Utilize existing antismoking resources

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

Adopted:

Q:5000\ar5131.62

8.5.2

Instruction

GUIDANCE/COUNSELING SERVICES

The Governing Board recognizes that a comprehensive counseling program can help promote academic achievement and serve the diverse needs of district students. Students shall be encouraged to arrange a meeting with counseling staff to discuss academic, social or personal problems and other issues that may impact student learning.

Academic and Career Counseling

The Board expects academic counseling to help students establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities and interests. Insofar as possible, parents/guardians shall be included when making educational plans.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 6011 - Academic Standards)

(cf. 6162.52 - High School Exit Examination)

Counseling staff shall help students plan for the future and become aware of their career potential. Academic planning for higher education shall include information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships.

(cf. 6010 - Goals and Objectives)

(cf. 6030 - Integrated Academic and Vocational Instruction)

(cf. 6141.5 - Advanced Placement)

(cf. 6143 - Courses of Study)

The Superintendent or designee shall establish and maintain a program of guidance, placement and follow-up for all district minors subject to compulsory continuation education. (Education Code 48431)

(cf. 6184 - Continuation Education)

The Superintendent or designee shall establish a specialized academic counseling program for students in the 10th grade and shall present this program to the Board for adoption.

8.5.3

Instruction
GUIDANCE/COUNSELING SERVICES

Colleges, employers and prospective employers, including military services representatives, shall have access to students for recruiting purposes. (P.L. 107-110, Section 9528; 10 USC 503)

(cf. 5125.1 - Release of Directory Information)

Personal Counseling

Counseling staff shall identify and work with students whose personal problems may prevent them from functioning up to their potential. As appropriate, students shall be informed about agencies that offer qualified professional assistance with substance abuse, physical or emotional problems, or other personal problems.

- (cf. 1020 - Youth Services)
- (cf. 5113 - Absences and Excuses)
- (cf. 5113.1 - Truancy)
- (cf. 5131.6 - Alcohol and Other Drugs)
- (cf. 5137 - Positive School Climate)
- (cf. 5138 - Conflict Resolution/Peer Mediation)
- (cf. 5141.4 - Child Abuse Reporting Procedures)
- (cf. 5145.9 - Hate-Motivated Behavior)
- (cf. 5147 - Dropout Prevention)
- (cf. 5149 - At-Risk Students)
- (cf. 6164.5 - Student Study Teams)

Counselors shall respect student confidentiality as appropriate and shall consult with the Superintendent or designee or with the district's legal counsel whenever unsure of how to respond to a student's personal problem. Parental consultation and consent shall be obtained as appropriate.

- (cf. 5125 - Student Records)
- (cf. 5145.1 - Privacy)

8.5.4

Instruction
GUIDANCE/COUNSELING SERVICES

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students before and after a crisis.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

In addition, the Superintendent or designee shall identify crisis-counseling resources to train district staff in appropriate response techniques and/or to directly help students cope with such crises if they occur.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

(cf. 5136 - Gangs)
(cf. 5141.52 - Suicide Prevention)

Legal Reference:

EDUCATION CODE

221.5 Prohibited sex discrimination

48431 Establishing and maintaining high school guidance and placement program

48431.6 Academic progress and counseling review program

49600-49604 Educational counseling

51513 Personal beliefs

PENAL CODE

11166-11170 Reporting known or suspected cases of child abuse

CODE OF REGULATIONS, TITLE 5

4930-4931 Counseling

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 10

503 Military recruiter access to directory information

8.5.5

Instruction
GUIDANCE/COUNSELING SERVICES

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

PUBLIC LAW 107-110

9528 Armed forces recruiter access to students and student recruiting information

Management Resources:

WEB SITES

United States Department of Education: <http://www.ed.gov>

CDE: <http://www.cde.ca.gov>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

American School Counseling Association: <http://www.schoolcounselor.org>

Adopted:

Q:6000a\bp6164.2

8.5.6

Western Placer Unified School District

BP 6173 (a)

Instruction

EDUCATION FOR HOMELESS CHILDREN

The Governing Board recognizes its obligation to ensure that homeless children have access to the same free and appropriate public education provided to other children within the district. The district shall provide homeless students with access to education and other services necessary for these students to meet the same challenging performance standards as other students. Students shall not be segregated into a separate school or program based on their status as homeless, nor shall homeless students be stigmatized in any way.

(cf. 3553 - Free and Reduced Price Meals)

The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.

(cf. 5111.13 - Residency for Homeless Children)

Transportation

The district shall provide transportation for a homeless student to and from a district school of origin when the student is residing within the district and the parent/guardian requests that such transportation be provided. If the student moves outside of district boundaries but continues to attend this district's school of origin, the Superintendent or designee shall consult with the Superintendent of the district in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)

(cf. 3250 - Transportation Fees)

(cf. 3541 - Transportation Routes and Services)

Legal Reference:

EDUCATION CODE

1980-1986 County community schools

2558.2 Use of revenue limits to determine average daily attendance of homeless children

39807.5 Payment of transportation costs by parents

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

8.5.7

Instruction
EDUCATION FOR HOMELESS CHILDREN

Management Resources:

CDE PUBLICATIONS

Enrolling Students in Homeless Situations, 1999

FEDERAL REGISTER

U.S. Department of Education: Notice of school enrollment guidelines, 67 Fed. Reg.
10698

WEB SITES

CDE: <http://www.cde.ca.gov/cilbranch/homeless/homelesstoc.html>

U.S. Department of Education: <http://www.ed.gov/offices/OESE/CEP/hmlsprogresp.html>

National Law Center on Homelessness and Poverty

<http://www.nlchp.org>

Adopted:

Q:6000a\bp6173

8.5.8

Western Placer Unified School District

AR 6173 (a)

**Instruction
EDUCATION FOR HOMELESS CHILDREN**

Definitions

Homeless means students who lack a fixed, regular and adequate nighttime residence and includes: (42 USC 11435)

1. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement
2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings
3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
4. Migratory children who qualify as homeless because the children are living in conditions described in (1)-(3) above

School of origin means the school that the student attended when permanently housed or the school in which the student was last enrolled. (42 USC 11432)

Best interest means, to the extent feasible, continuing a student's enrollment in the school of origin for the duration of his/her homelessness, except when doing so is contrary to the wishes of his/her parent/guardian. (42 USC 11432)

District Liaison

The Superintendent or designee designates the following staff person as the district liaison for homeless students (42 USC 11432):

8.5.9

Instruction
EDUCATION FOR HOMELESS CHILDREN

Scott Leaman, Assistant Superintendent of Instructional Services
810 J Street
Lincoln, CA 95648
916 645-6350

The district's liaison for homeless students shall ensure that: (42 USC 11432)

1. Homeless students are identified by school personnel and through coordination activities with other entities and agencies

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

(cf. 3553 - Free and Reduced-Price Meals)

(cf. 5141.6 - Student Health and Social Services)

2. Homeless students enroll in, and have a full and equal opportunity to succeed in, district schools
3. Homeless families and students receive educational services for which they are eligible
4. Parents/guardians are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children
5. Notice of the educational rights of homeless children is disseminated at places where children receive services, such as schools, shelters, and soup kitchens
6. Enrollment disputes are mediated in accordance with law, Governing Board policy and administrative regulation
7. Parents/guardians are fully informed of all transportation services

(cf. 3250 - Transportation Fees)

(cf. 3541 - Transportation Routes and Services)

8.5.10

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EDUCATION FOR HOMELESS CHILDREN

Enrollment

Placement decisions for homeless students shall be based on the student's best interest. In determining a student's best interest, a homeless student shall, to the extent feasible, be placed in his/her school of origin, unless his/her parent/guardian requests otherwise. (42 USC 11432)

The student may continue attending the school of origin for the duration of the homelessness and until the end of any academic year in which the student moves into permanent housing. (42 USC 11432)

If the student is placed at a school other than the school of origin or a school requested by the parent/guardian, the Superintendent or designee shall provide the parent/guardian with a written explanation of the decision along with a statement regarding the parent/guardian's right to appeal the placement decision. (42 USC 11432)

Once a placement decision has been made, the principal or designee shall immediately enroll the student in the school of choice, even if the parent/guardian is unable to provide the school with the records normally required for enrollment. (42 USC 11432)

(cf. 5111.13 - Residency for Homeless Children)

(cf. 5125 - Student Records)

(cf. 5141.31 - Immunizations)

The principal or designee shall immediately contact the school last attended by the student to obtain the relevant records. If the student needs to obtain immunizations or does not possess immunization or other medical records, the principal or designee shall refer the parent/guardian to the district homeless student liaison. The liaison shall assist the parent/guardian in obtaining the necessary immunizations or records for the student. (42 USC 11432)

Enrollment Disputes

If a dispute arises over school selection or enrollment in a particular school, the student shall be immediately admitted, pending resolution of the dispute, to the school in which enrollment is sought. (42 USC 11432)

8.5.11

Instruction
EDUCATION FOR HOMELESS CHILDREN

The parent/guardian shall be provided with a written explanation of the placement decision, including an explanation of the parent/guardian's right to appeal the decision. He/she shall also be referred to the district liaison. (42 USC 11432)

The district liaison shall carry out the dispute resolution process provided by the state as expeditiously as possible after receiving notice of the dispute. (42 USC 11432)

(cf. 1312.3 - Uniform Complaint Procedures)

Adopted:

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8.5.12