

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

August 2, 2016, 7:00 P.M.

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

MINUTES

2016-2017 Goals & Objectives (G & O) for the Management Team: **Component I:** Quality Student Performance; **Component II:** Curriculum Themes; **Component III:** Special Student Services; **Component IV:** Staff & Community Relations; **Component V:** Facilities/Administration/Budget.

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

Board Members Present:

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

Others Present:

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

6:10 P.M. START

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

6:15 P.M.

3. **CLOSED SESSION** – WPUSD District Office – 4th Floor Overlook Room
 - 3.1 **CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

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

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- 3.2 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477
- 3.3 **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee – CE 16/17.1
- 3.4 **STUDENTS**
Student Private Placement – Case No. 2016060475

7:00 P.M.

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

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

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

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

No action taken
 - 4.3 **Page 12 - PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee – CE 16/17.1 and accepted the revised resignation

The board approved Resolution 16/17.1 to accept the revised resignation of employee CE 16/17.1, the roll call vote was 5-0 in favor.
 - 4.4 **Page 13 - STUDENTS**
Student Private Placement – Case No. 2016060475

No action taken
- 5. **Page 15 - 112 - CONSENT AGENDA**
 - 5.1 Certificated Personnel Report
 - 5.2 Classified Personnel Report
 - 5.3 Approval of Meeting Minutes for: June 7, & 30, 2016 Regular Board of Trustee Mtg.

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- 5.4 Approval of Warrants
 - 5.5 Approval of Construction Change Orders for the WPUSD Roofing Improvements at Various Campuses Project
 - 5.6 Report of Disclosure Requirements for Quarterly Reports of Investments
 - 5.7 Approval of Annual Agreement between Atkinson, Andelson, Loya, Ruud, and Romo and the WPUSD
 - 5.8 Extension of Agreement between Lozano Smith and the WPUSD

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

6. COMMUNICATION FROM THE PUBLIC

There was no communication from the public

7. REPORTS & COMMUNICATION

- Lincoln High School Student Advisory –
- Western Placer Teacher's Association, Tara McCroskey, Tami Jeffs was present, but had no report
- Western Placer Classified Employee Association, Mike Kimbrough was not present
- Superintendent - Scott Leaman
 - Tomorrow district office resumes regular hours
 - August 8th all school offices will open to the public
 - New teacher meeting will be held on August 12th
 - 15th will be site day and half teacher day, 16th is teacher day
 - School will start Wednesday, August 17th
 - District day will be held October 10th
 - Shared an ad of the district developed by Angie Brown

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

- 8.1 Action Page 114 – APPROVAL OF LEASE-BACK AGREEMENT WITH LANDMARK CONSTRUCTION FOR THE LINCOLN HIGH SCHOOL FARM IMPROVEMENTS PROJECT– Adell (15-16 G & O Component I, II, III, IV, V)

• In 2014, the California Careers Pathway Trust awarded Western Placer Unified School District a grant for \$4,438,152.00 for improvements to the Lincoln High School Farm facilities and associated program components.

Mike Adell presented Landmark Construction for the high school farm improvements projects. Looking at the project being completed in 7 to 8 months. Motion by Mr. Long, seconded by Mr. Carras, and passed by a 5-0 (**Ayes:** Armitage, Carras, Haley, Long, Wyatt **No:** None) vote to approve the Lease-Back agreement with Landmark Construction for the Lincoln High School Farm Improvements Project.

- 8.2 Action Page 132 – APPROVAL OF SELECTION OF ARCHITECTURAL FIRMS TO SUPPLEMENT EXISTING DISTRICT ARCHITECT POOL – Adell (16-17 G & O Component I, II, III, IV, V)

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● On May 2, 2016, the District advertised a Request for Qualifications for Selection of Architectural Services in the Sacramento Bee, posted a public notice on the District website, and mailed the public notice to potential interested parties with a submittal due date of May 20, 2016.

Mike Adell presented the architects selected for the current pool. Currently we have LPA, Williams & Padden, Rainforth Grau Architects on the district list, the following would be added to the list with approval. After some discussion on future construction for the district, there was a motion by Mrs. Wyatt, seconded by Mr. Carras, and passed by a 5-0 (**Ayes:** *Armitage, Carras, Haley, Long, Wyatt* **No:** *None*) vote to approve the selection of architectural firms to supplement existing district architect pool.

8.3 Information **Page 159 –2016-2017 DISTRICT BUDGET UPDATE – STATE**

BUDGET APPROVAL – Kilpatrick *(16-17 G & O Component I, II, III, IV, V)*

● California Education Code 42127(i)(4) requires school districts to make available for public review any revenue and/or expenditure revisions made to the budget to reflect the funding made available by the Budget Act no later than 45 days following the signing of the Budget Act.

Audrey Kilpatrick presented a power point on the 2016-17 State Budget Approval and District Budget, which covered the following:

- State Budget
- Major 2016-17 Budget Changes – 2016-17 LCFF Funding
 - ~Adopted State Budget decreases gap funding for LCFF
 - ~2.942 billion in final budget, down from \$2.98 billion in the Governor's May Revision updated proposal
 - ~Gap closure is estimated at 54.16% in 2016-17
 - ~2016-17 WPUUSD Update – decrease in LCFF Funding \$34,000
- K-12 Spending – Overview
- School Service Financial Projection Dartboard
- Major 2016-17 Budget Changes – One-time Discretionary Funds
- Major 2016-17 Budget Changes – College Readiness Block Grants – New
- Major 2016-17 Budget Changes – Classified School Employees Credentialing Program
- 2016-17 State Budget Other Budget Areas – No Change

This was an information only item.

8.4 Action **Page 165 –DISPOSAL OF SURPLUS ITEMS – Kilpatrick** *(16-17 G & O Component I, II, III, IV, V)*

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

Audrey Kilpatrick presented a list of surplus items for disposal. Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 5-0 (**Ayes:** *Armitage,*

Carras, Haley, Long, Wyatt No: None) vote to approve the list of disposal of the surplus items listed.

8.5 Action

Page 167 – APPROVE PLAN FOR USE OF EDUCATOR

EFFECTIVENESS FUNDS – Callahan (16-17 G & O Component I, II, III, IV, V)

●As a condition of receiving Educator Effectiveness funds, a school district, county office of education, charter school, or state special school is required to develop and adopt a plan delineating how the Educator Effectiveness funds will be spent. The plan presented was explained during a public hearing at the June 30, 2016 Board Meeting with no comment from the public.

Kerry Callahan presented the plan for the use of Educator Effectiveness Funds, which are one time monies. Motion by Mr. Carras, seconded by Mr. Long, and passed by a 5-0 (**Ayes: Armitage, Carras, Haley, Long, Wyatt No: None**) vote to approve the plan for the use of Educator Effectiveness Funds.

8.6 Action

Page 171 – ANNUAL EVALUATION OF PARENT

INVOLVEMENT POLICY & ADMINISTRATIVE REGULATIONS

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

●As part of the annual release of the Con App and Title I requirements, the board is required to annually evaluate the Parent Involvement Policy and Administrative Regulation to ensure that they are supporting parental involvement and are compliant with Title I regulations.

This item was pulled, due to no changes required

**8.7 Discussion/
Action**

Page 185 – APPROVAL OF ADJUSTMENT TO SALARY

SCHEDULE FOR CLASSIFIED EMPLOYEES – Simon (15-16 G & O Component I, II, III, IV, V)

●The salary range for the Account Technician I position has been added to the enclosed and revised salary schedule.

Gabe Simon presented the revised salary schedule for approval. Motion by Mr. Long, seconded by Mrs. Wyatt, and passed by a 5-0 (**Ayes: Armitage, Carras, Haley, Long, Wyatt No: None**) vote to approve the revised salary schedule for Classified Employees.

**8.8 Discussion/
Action**

Page 187 – CONSIDER APPROVING JOB DESCRIPTION FOR

LIBRARY MEDIA SPECIALIST AND REVISED CERTIFICATED

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

●As part of the ongoing review of District needs, programs, and staffing by the District there exists a need to approve a job description for a Certificated Management position: Library Media Specialist in order to establish the job requirements. This job description will go into effect following Board approval.

Gabe Simon presented a new job description and revise the Certificated Management Salary Schedule. Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 5-0 (**Ayes: Armitage, Carras, Haley, Long, Wyatt No:**

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None) vote to approve the job description for a Media Specialist and revise the Certificated management Salary Schedule.

8.9 Action

Page 192 - ADOPTION OF REVISED/NEW POLICIES/EXHIBITS/REGULATIONS – Leaman (16-17 G & O Component I, II, III, IV, V)

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

- AR 4161.1/4361.1 Personal Illness/Injury Leave
- AR 4161.2/4361.2 Personal Leaves
- BP 5146 Married/Pregnant/Parenting Students
- BP/AR 6142.7 Physical Education and Activity
- AR 6162.51 State Academic Achievement Tests
- BP 6164.2 Guidance/Counseling Services

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

9. BOARD OF TRUSTEES**9.1 FUTURE AGENDA ITEMS**

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

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

9.2 BOARD MEMBER REPORTS/COMMENTS

Mrs. Wyatt working with clubs to get backpacks and supplies, mud run put in \$3,500.00 in the buck filler program at COE

Mr. Haley it was nice to have July off, and nice to be back in business

Mr. Carras complemented Kris for all she does for Kids in the community

Mr. Long has visited three of the schools, Sheridan, COE newly painted look great, and LHS ongoing improvements

Mr. Armitage had a good summer, but his kids are not ready for school to start

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **August 16, 2016 7:00 P.M.**, Regular Meeting of the Board of Trustees - District Office/City Hall Bldg., 3rd Floor Conference Room

11. ADJOURNMENT

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

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Damian Armitage, President



Paul Long, Clerk



Scott Leaman, Superintendent



Rosemary Knutson, Secretary to the
Superintendent

Adopted: September 6, 2016

Ayes: Long, Carras, Haley, Wyatt, Armitage

Noes:

Absent:

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