

Western Placer Unified School District
Regular Meeting of the Board of Trustees
January 15, 2013, 7:00 P.M.
GLEN EDWARDS MIDDLE SCHOOL – SPIRIT CENTER
204 L Street, Lincoln, CA 95648

MINUTES

2012-2013 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 Present

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

Members Absent

Paul Carras, Member

Others Present

Scott Leaman, Superintendent
Mary Boyle, Deputy Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Facilities
Ryan Davis, Director of Human Services
Rosemary Knutson, Secretary to the Superintendent
Rey Cubias, Vice Principal
Michael Doherty, Principal
Heather Steer, Facilities Planner
Patty McAlpin, Lincoln News Messenger
Jillian Loya, LHS Student Representative

6:00 P.M. START

1. **CALL TO ORDER** – Glen Edwards Middle School Spirit Center

6:05 P.M.

2. **CLOSED SESSION** – Glen Edwards Middle School - Library

- 2.1 **CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators: Scott Leaman, Superintendent, Mary Boyle, Deputy Superintendent of Educational Services, Ryan Davis, Director of Human Services
Audrey Kilpatrick, Assistant Superintendent of Business and Operations

- 2.2 **PERSONNEL**

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

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2.3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Case No. SCV0032309, Western Placer Unified School District vs. City of Lincoln

7:00 P.M.

- 3. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE**—GEMS – Spirit Center
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

3.1 CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators: Scott Leaman, Superintendent, Mary Boyle, Deputy Superintendent of Educational Services, Ryan Davis, Director of Human Services
Audrey Kilpatrick, Superintendent of Business and Operations

No action taken

3.2 PERSONNEL

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

No action taken

3.3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Case No. SCV0032309, Western Placer Unified School District vs. City of Lincoln

No action taken

4. SPECIAL ORDER OF BUSINESS

School Being Featured: Glen Edwards Middle School

Mr. Leaman introduced Mr. Cubias, Vice Principal. He shared a power point on the intervention process. Mr. Cubias introduced Alejandra Medina who demonstrated the parent portal for the ELAC English Language Learners Advisory Committee. This has helped Spanish speaking families which help them gain access to Aeries and have the capability to stay on task with their children. Mr. Noonan introduced the Robotics and Broadcasting classes, and had them share information about the classes. Mr. Cubias reported on PBIS (Positive Behavior Intervention, and Support) he talked about the ability of tracking disciplinary issues, and what can be done to intervene and help the students be more productive.

5. CONSENT AGENDA

5.1 Approval of Meeting Minutes for:

- December 4, 2012 Regular Board of Trustee Meeting
- December 18, 2012 Annual Organizational Board of Trustee Meeting

5.2 Approval of Warrants

5.3 Classified Personnel Report

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- 5.4 Certificated Personnel Report
- 5.5 Approve Williams Uniform Quarterly Complaint Report.
- 5.6 Approve Student Discipline/Stipulated Expulsion for Student's #12-13 M & O.
- 5.7 Ratification of Professional Services Authorization with LPA, Inc. for architectural work on reconstruction at Twelve Bridges Middle School due to Water Damage.
- 5.8 Report of Disclosure Requirements for Quarterly Reports of Investments.

Motion by Mr. Armitage, seconded by Mr. Long, and passed by a 4-0 roll call vote to approve consent agenda as presented. Roll call vote: Haley, Long, Armitage, Wyatt

6. COMMUNICATION FROM THE PUBLIC

No communication from the public

7. REPORTS & COMMUNICATION

- 7.1 Lincoln High School, Student Advisory – Jillian Loya
 - What a great presentation
 - Student Speaker Contest through the Lincoln Lions Club
 - Varsity basketball boys ranked number 11 right now.
 - Schedule for next year is still being discussed
 - Basketball homecoming is coming up
 - Next week is spirit week
 - Students are working really hard on scholarships
- 7.2 Western Placer Teacher's Association, Mike Agrippino will speak later on agenda item.
- 7.3 Western Placer Classified Employee Association, Mike Kimbrough had no report.
- 7.4 Superintendent - Scott Leaman
 - Audrey Kilpatrick reported on the workshop she attended on the Governor's Proposed 2013-14 State Budget for California's Schools workshop. She handed out a brochure she received listing the Governors proposals, which included, increased funding; California tax revenues; and relying on personal income taxes through prop 30. A more detailed budget will be presented in February.

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

8.1 Information HORIZON CHARTER SCHOOL'S ANNUAL FINANCIAL STATEMENTS AND AUDIT REPORT – Kilpatrick (12-13 G & O Component I, II, III, IV, V)

- Western Placer Unified School District, as the sponsoring authority for Horizon Charter School, is responsible for fiscal oversight. Accordingly, their annual financial statements and audit report are provided for your review. Gilbert Associates, Inc., prepared the annual audit report of Horizon Charter School for the fiscal year ended June 30, 2012.

Audrey Kilpatrick reported that the Horizon Charter School's audit report has been reviewed, and she will be working closely with HIS to help in areas that need change.

8.2 Discussion RECEIPT OF THE 2011-12 AUDITED FINANCIAL STATEMENTS

– **Kilpatrick** (12-13 G & O Component I, II, III, IV, V)

- The 2011-12 Unaudited Actuals were presented to the Board of Trustees in September. The firm of Crowe Horwath, LLP, has performed the required independent annual audit and submitted our audit report to the State Controller's Office by December 15 as required by law. The auditors will be present at the Board meeting to present highlights of the Audited Financial Statements.

Matt from Crowe Horwath reported on the annual 2011-12 audit report and the process used.

8.3 Information EXPRESS BUS RIDERSHIP UPDATE – **Kilpatrick (12-13 G & O Component I, II, III, IV, V)**

- At the start of the 2012-13 school year the District started an Express Bus that transported students in the Lincoln Crossings and Twelve Bridges areas to Lincoln High School. The Board had requested an update on ridership for this special route. Haley is in favor of keeping the bus in place, as well as Mr. Long. Mr. Leaman recommended we bring this back in June and review again.

Audrey Kilpatrick reported on the cost of the Express bus Ridership, she is currently working with Mark Derossett on advertising to increase ridership for this special route, and will work with the LHS to let students know the bus is available.

8.4 Information 2013-14 BUDGET REDUCTIONS – **Leaman/Kilpatrick (12-13 G & O Component I, II, III, IV, V)**

- The district is currently deficit spending and faced with budget reductions. The Board has directed staff to achieve a balanced budget by the 2013-14 budget year.

Mr. Leaman reviewed the spreadsheet explaining the headings and their meaning, and explained his process on how the district could least impact staff. He reviewed the items that need to be negotiated with the different groups. As we need to obtain a positive reserve of 3%. He expressed after today's meeting regarding the governor's proposed budget, we may be better off than we thought. There are many unknowns at this time. The district hopes to have more information from State Finance within two weeks.

Mike Agrippino shared its good to hear good news from Scott regarding the budget, will continue to monitor the state budget.

8.5 Action COMPREHENSIVE SAFE SCHOOL PLANS – **Boyle (12-13 G & O Component I, II, III, IV, V)**

- School safety is paramount in Western Placer Unified School District. Each of our eleven school sites and the district office practice safety on a daily basis by implementing processes and procedures to safeguard our students and staff as

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well as scheduling regular safety drills to practice responses to potential fire, lock-down and/or shelter-in-place situations. The District communicates with local law enforcement to determine and communicate best safety practices at our sites.

Mrs. Boyle reported on the Comprehensive safe school plans, and talked about closed campuses, and has worked with LPD on safety during the day, and the need of access grounds. Drills are practiced annually at each site. Some being shelter in place, fire, and lockdown drills. The district is in the process of changing radios that will allow use access to all sites. Motion by Mr. Haley, seconded by Mr. Armitage, and passed by a 4-0 vote to approve Comprehensive Safe School Plans.

8.6 Information **ATTENDANCE UPDATE – Boyle** (12-13 G & O Component I, II, III, IV, V)

●Two years ago, the District Attendance Work Group (DAWG) was formed to study student attendance patterns and to formulate positive programs to encourage improved student attendance. Research (and common sense!) shows that there is a high correlation between regular student attendance and student achievement in school.

Mary Boyle showed a power point on Attendance and the DAWG Program, (District Attendance Work Group) which is made up of administrators, certificated, classified members across the district. The following were reviewed:

- Studies were done on ~ Student Costs, Personnel Costs, Revenues Costs, and Societal Costs
- Definitions – Satisfactory Attendance, Chronic Absence, WPUSD Attendance Rate
- Student/Societal Costs ~ Chronic K Absence, Poor 6th Grade Attendance, 9th Grade Attendance
- Personnel/Revenue Costs
- DAWG Recommendations ~ Inform parents, Implement “SAM”, Implement SARB, Support Families, & Expand SARB Hearings
- RESULTS:
 - ~ Revenue Gains 2011/12 improvement of 5% attendance yielded increase of approximately \$225,000 in revenue.
 - ~ Revenue Gains 2012/13 current projected ADDITIONAL improvement of 5% attendance is expected to yield an additional \$225,000 in revenues.

Michael Doherty, PHS Principal/Hearing Officer spoke about the SAM (School Attendance Mediation) Program and also the SARB process. The SAM meetings are held once a month at Phoenix High School, which include administration, parents, students and Judge Nichols.

8.7 Information/ **ADJUSTMENT OF MIDDLE SCHOOL ATTENDANCE**

Discussion **BOUNDARIES – Steer** (12-13 G & O Component I, II, III, IV, V)

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● In late 2009 the Board of Trustees began a discussion around the necessity to restructure the middle school attendance boundaries lines within Western Placer Unified School District. At the time we anticipated that the 6th – 8th grade population at Twelve Bridges Middle School would increase to the point of capacity, and it would become necessary to adjust the attendance between Twelve Bridges Middle and Glen Edwards Middle School. Because the capacity was not yet extended, and due to some concerns about shifting attendance boundaries, the discussion was tabled.

Heather Steer touched on middle school attendance boundaries, and past history of boundary changes. She reviewed the statistics in 2009 as well as current statistics. TBMS is almost at capacity and GEMS is at capacity. She presented boundary maps indicated numbers of students in particular areas. Boundary adjustments would give GEMS approximately 214 additional students over the next three school years. We currently have two bussing routes for students from CCC to TBMS. If no changes are made TBMS will be over capacity by next year. Another option is adjusting other boundaries, or adjusting Carlin C. Coppin to attend GEMS.

8.8 Action**ADOPTION OF NEW AND REVISED POLICIES, REGULATIONS AND EXHIBITS – Leaman (12-13 G & O Component I, II, III, IV, V)**

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

- BP/AR 1240 Volunteer Assistance
- AR/E 4112.62/4212.62/4312.62 Maintenance of Criminal Offender Records
- BP/AR 4127/4227/4327 Temporary Athletic Team Coaches
- BP 4156.2/4256.2/4356.2 Awards and Recognition
- BP/AR 4157/4257/4357 Employee Safety
- BP 6111 School Calendar

Motion by Mr. Haley, seconded Mr. Long, and passed by a 4-0 vote to approve revised policies/regulations/exhibits as presented.

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

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

- Relationship with Sierra Community College
- Twelve Bridges High School
- Lincoln Crossing Elementary South/Facilities Update

9.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Haley had no report

Mr. Long reported the heat final came on

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Mr. Damian had no report

Mrs. Wyatt thanked Mr. Cubias for the site presentation.

10. ESTABLISHMENT OF NEXT MEETING(S)


The President will establish the following meeting(s):

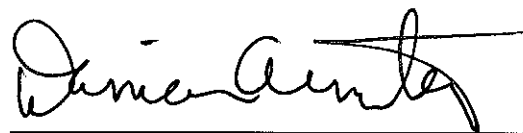
➤ **February 5, 2012 7:00 P.M.**, Regular Meeting of the Board of Trustee – Lincoln High School

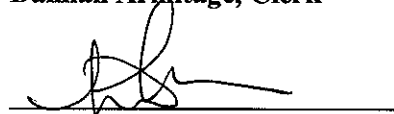
➤ **February 19, 2012 7:00 P.M.**, Regular Meeting of the Board of Trustee – Lincoln High School

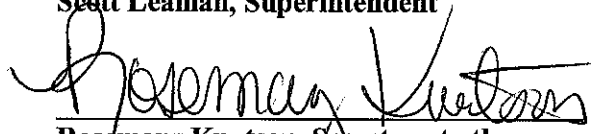
11. ADJOURNMENT

There being no further business the meeting was adjourned at 8:58 p.m.


Kris Wyatt, Board President


Damian Armitage, Clerk


Scott Leaman, Superintendent


Rosemary Knutson, Secretary to the Superintendent

Adopted: February 5, 2013

Ayes: Long, Carras, Armitage, Haley, Wyatt

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