

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

MEMBERS OF THE GOVERNING BOARD

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

DISTRICT ADMINISTRATION

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

School	<u>STUDENT ENROLLMENT</u>		
	2015-16 CALPADS	6/1/2017	8/30/2017
Sheridan Elementary (K-5)	66	63	54
First Street Elementary (K-5)	465	418	440
Carlin C. Coppin Elementary (K-5)	394	447	434
Creskside Oaks Elementary (K-5)	607	642	608
Twelve Bridges Elementary (K-5)	632	619	651
Foskett Ranch Elementary (K-5)	471	463	426
Lincoln Crossing Elementary (K-5)	645	655	641
Glen Edwards Middle School (6-8)	866	883	908
Twelve Bridges Middle School (6-8)	773	758	759
Lincoln High School (9-12)	1,735	1,786	1,964
Phoenix High School (10-12)	77	74	72
SDC Program (18-22)			10
TOTAL	6731	6,808	6,967

SDC Pre-School

Foskett Ranch 13
 First Street/LIP 48
 Carlin C. Coppin 0

ATLAS Program

25

Parent Education

Continuing Educ. Classes

GLOBAL DISTRICT GOALS

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

Western Placer Unified School District

Regular Meeting of the Board of Trustees

September 5, 2017

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

AGENDA

2017-2018 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

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

6:30 P.M. START

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

2. **COMMUNICATION FROM THE PUBLIC**

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

6:35 P.M.

3. **CLOSED SESSION** – WPUSD District Office – 4th Floor Overlook Room

- 3.1 **CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

- 3.2 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

- 3.3 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

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

- 3.4 **PERSONNEL**

Public Employee Employment/Discipline/Dismissal/Release

Roll call vote:

Regular Meeting of the Board of Trustees

September 5, 2017

Agenda

7:00 P.M.

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

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

4.1 **Page 8 - 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

4.2 **Page 9 - CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

4.3 **Page 10 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

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

4.4 **Page 11 - PERSONNEL**

Public Employee Employment/Discipline/Dismissal/Release

5. **Page 13-46 - CONSENT AGENDA**

NOTICE TO THE PUBLIC

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

5.1 Certificated Personnel Report

5.2 Classified Personnel Report

5.3 Approval of Minutes for: August 1st & 15th, 2017

5.4 Approval of Warrants

Roll call vote:

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. The Board is not allowed to take action on any item, which is not on the agenda except as authorized by Government Code Section 54954.2. Request forms for this purpose are located at the entrance to the Meeting Room. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

7. **REPORTS & COMMUNICATION**

➤ Lincoln High School Student Advisory – Rebecca Luy

➤ Western Placer Teacher's Association – Tara Jeane

➤ Western Placer Classified Employee Association – Mike Kimbrough

➤ Superintendent - Scott Leaman

Regular Meeting of the Board of Trustees

September 5, 2017

Agenda

8. ♦ACTION ♦DISCUSSION ♦INFORMATION

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

8.1 Discussion/ *Page 48* – **APPROVE RESOLUTION 17/18.3 (EMPLOYEE CE.1)**

REGARDING AUTHORIZATION TO TEACH ASSIGNED

SUBJECTS – Simon (17-18 G & O Component I, II, III, IV, V)

•Pursuant to Education Code 44256 (b) and in order to ensure proper credentialing and teacher consistency for one of our assignments the District administration is making a recommendation that the Board approve Resolution 17/18.3 (Employee CE.1) which will allow one certificated teacher to teach Music in an elementary school setting at grades K-5 at Sheridan Elementary School.

Roll call vote:

8.2 Action *Page 51* – **ADOPTION OF REVISED/NEW POLICIES/EXHIBITS/REGULATIONS – Leaman** (17-18 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 4312.1 - Contracts
- BP 6142.93 – Science Instruction
- BP 6145 – Extracurricular and Cocurricular Activities
- BP/AR 6145.2 – Athletic Competition
- BP/AR 6178.1 – Work-Based Learning
- BP 7214 – General Obligation Bonds

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.

9.2 BOARD MEMBER REPORTS/COMMENTS

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤**September 19, 2017 - 7:00 P.M.**, Regular Meeting of the Board of Trustees – District Office/City Hall Bldg., 3rd Floor Conference Room

11. ADJOURNMENT

Accommodating Those Individuals with Special Needs:

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

Posted: 090117

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

Western Placer Unified School District

CLOSED SESSION AGENDA

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

Date: Tuesday, September 5, 2017

Time: 6:35 P.M.

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

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

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Bargaining Groups:

WPTA & CSEA Negotiations

Agency Negotiators:

Scott Leaman, Superintendent

Gabe Simon, Assistant Superintendent
of Personnel Services

Audrey Kilpatrick, Assistant Superintendent
Business and Operations

Kerry Callahan, Assistant Superintendent of
Educational Services

AGENDA ITEM AREA:

Disclosure of action taken in
closed session

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

No

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

No

BACKGROUND:

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

ADMINISTRATION RECOMMENDATION:

Administration recommends the board of trustees be updated on negotiations.

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

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DISTRICT GLOBAL GOALS

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SUBJECT:
CONFERENCE WITH REAL PROPERTY
NEGOTIATORS

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Scott Leaman, Superintendent

ENCLOSURES:
No

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
September 5, 2017

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustee will disclose any action taken in closed session in regard the Lincoln Crossing South Site and Adjacent Property (APN(s): 327-010-014(9.4 acres), 327-010-012 (5.2 acres))

RECOMMENDATION:

Administration recommends the Board of Trustee disclose action taken in closed session in regard to Real Property.

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

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

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SUBJECT:

CONFERENCE WITH LEGAL COUNSEL –
EXISTING LITIGATION

AGENDA ITEM AREA:

Disclosure of Action Taken in
Closed Session

REQUESTED BY:

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

ENCLOSURES:

No

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

No

BACKGROUND:

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

RECOMMENDATION:

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

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

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

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SUBJECT:
PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/
DISMISSAL/RELEASE

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Gabe Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:
No

DEPARTMENT:
Personnel

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
September 5, 2017

ROLL CALL REQUIRED:
Yes

BACKGROUND:

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

RECOMMENDATION:

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

CONSENT

AGENDA

ITEMS

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

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

DISTRICT GLOBAL GOALS

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SUBJECT:

Certificated Personnel Report

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Gabe Simon

Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

Categorical/General

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the certificated personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT**

September 5, 2017

CERTIFICATED/MANAGEMENT

NEW HIRES:

1. **Name:** Tiffany McEntire
 Position: District School Nurse
 FTE: 1.0
 Effective Date: September 5, 2017
 Site: District Office

2. **Name:** Beth Funderburgh
 Position: SDC Teacher
 FTE: 1.0
 Effective Date: August 14, 2017
 Site: Carlin C. Coppin Elementary School

3. **Name:** Nicole Wittel
 Position: Kindergarten Teacher
 FTE: 1.0
 Effective Date: August 15, 2017
 Site: Foskett Ranch Elementary School

REQUEST FOR LEAVE OF ABSENCE

1. **Name:** Jarma Jones
 Position: RSP Teacher
 FTE: 1.0
 Effective Date: January 29, 2018
 Site: First Street School

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

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

DISTRICT GLOBAL GOALS

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SUBJECT:

Classified Personnel Report

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Gabriel Simon
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund/Categorical

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the classified personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT**

September 5, 2017

CLASSIFIED/MANAGEMENT

NEW HIRES:

- | | | | |
|-----------|-------------------------------------|-------------|--------------------------|
| 1. Name: | Amber Bramhill | Effective: | 8/28/17 |
| Position: | Campus/Cafeteria Supervisor | Site: | Foskett Ranch Elementary |
| Salary: | CSEA, Range 13, Step A | Replacement | |
| Hours: | 1.5 Hours/5 Days a week | | |
| Days: | 10 Months/Year | | |
| | | | |
| 2. Name: | Thomas Butcher | Effective: | 8/30/17 |
| Position: | Facilities Construction Coordinator | Site: | District Office |
| Salary: | CLMG, Step 4 | | |
| Hours: | 8 Hours/5 Days a week | | |
| Days: | 12 Months/Year | | |
| | | | |
| 3. Name: | Theresa Hanks | Effective: | 8/28/17 |
| Position: | Paraprofessional Aide | Site: | First Street School |
| Salary: | CSEA, Range 17, Step A | Replacement | |
| Hours: | 5.66 Hours/5 Days a week | | |
| Days: | 10 Months/Year | | |
| | | | |
| 4. Name: | Michelle Salli-Brown | Effective: | 8/21/17 |
| Position: | School Clerk II | Site: | Foskett Ranch Elementary |
| Salary: | CSEA, Range 20, Step C | Replacement | |
| Hours: | 5.5 Hours/5 Days a week | | |
| Days: | 11 Months/Year | | |

ADDITIONAL HOURS:

- | | | | |
|-----------|--------------------------------|------------|---------------------------|
| 1. Name: | Michelle Hawe | Effective: | 7/1/17 |
| Position: | Intervention Services Provider | Site: | First Street School |
| Hours: | 3 hours to 5.5 hours | | |
| Days: | 10 Months/Year | | |
| | | | |
| 2. Name: | Kellie Rafferty | Effective: | 7/1/17 |
| Position: | Paraprofessional Aide | Site: | Creekside Oaks Elementary |
| Hours: | 3.75 hours to 5.66 hours | | |
| Days: | 10 Months/Year | | |

ADDITIONAL POSITION:

- | | | | |
|-----------|--------------------------------|-------------|---------------------------|
| 1. Name: | Maria Dirmeyer | Effective: | 8/28/17 |
| Position: | Campus/Cafeteria Supervisor | Site: | Twelve Bridges Elementary |
| Hours: | 30 Minutes/5 Days a week | Replacement | |
| Days: | 10 Months/Year | | |
| | | | |
| 2. Name: | Debra Downs | Effective: | 8/22/17 |
| Position: | Intervention Services Provider | Site: | Creekside Oaks Elementary |
| Hours: | 3 Hours/4 Days a week | Replacement | |
| Days: | 10 Months/Year | | |

TRANSFER/PROMOTION:

1. Name: Wendi Pineschi
Position: Paraprofessional Aide
Hours: 5.66 Hours/5 Days a week
Days: 10 Months/Year

Effective: 8/17/17
Site: Creekside Oaks Elementary
Replacement

RESIGNATION:

1. Name: Debra Downs
Position: Campus/Cafeteria Supervisor
Site: Creekside Oaks Elementary
Hours: 1.84 Hours/5 Days a week
Days: 10 Months/Year
Effective: 8/21/17
2. Name: Mickie Marino
Position: Campus/Cafeteria Supervisor
Site: Twelve Bridges Elementary
Hours: 30 Minutes/5 Days a week
Days: 10 Months/Year
Effective: 8/16/17
3. Name: Rita Mendoza
Position: School Clerk II
Site: Foskett Ranch Elementary
Hours: 2.5 Hours/5 Days a week
Days: 10 Months/Year
Effective: 8/31/17
4. Name: Rita Mendoza
Position: School Clerk II
Site: Lincoln Crossing Elementary
Hours: 2.5 Hours/5 Days a week
Days: 10 Months/Year
Effective: 8/31/17
5. Name: Wendi Pineschi
Position: Paraprofessional Aide
Site: Creekside Oaks Elementary
Hours: 3.75 Hours/5 Days a week
Days: 10 Months/Year
Effective: 8/16/17

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

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

SUBJECT:

Approval of Minutes:

- August 1, & 15, 2017 Regular Board of Trustee Meetings

AGENDA ITEM AREA:

CONSENT AGENDA

REQUESTED BY:

Scott Leaman,
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

No

BACKGROUND:

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

- August 1, & 15, 2017 Regular Board of Trustee Meetings

RECOMMENDATION:

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

Western Placer Unified School District

Regular Meeting of the Board of Trustees

August 1, 2017

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

MINUTES

2017-2018 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

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

Board Members Present:

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

Others Present:

Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business Services
Kerry Callahan, Assistant Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Chuck Whitecotton, Principal
Mike Adell, Facilities Director
Mackenzie Myers, Lincoln News Messenger

6:15 P.M. START

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

6:20 P.M.

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

August 1, 2017

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~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
~Kerry Callahan, Assistant Superintendent of Educational Services

3.2 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

3.3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

3.4 PERSONNEL

- a. Public Employee Performance Evaluation - Superintendent
- b. Public Employee Employment/Discipline/Dismissal/Release

Roll call vote:

7:00 P.M.

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

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

4.1 Page 9 - CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

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

No action was taken

4.2 Page 10 - CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

No action was taken

4.3 Page 11 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

No action was taken

4.4 Page 12-13 - PERSONNEL

- a. Public Employee Performance Evaluation – Superintendent

Comments from the board on evaluation of the Superintendent:

- Mr. Long – Scott has made this his own district

August 1, 2017

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- Mr. Haley – Scott has done a wonderful job, he has a wonderful staff
- Mrs. Wyatt – Taking an online workshop, being on this board is great, there is trust on the board, really appreciate the whole team
- Mr. Armitage – It's been a pleasure working with Scott
- Mr. Carras – this district was a mess, one of the best situations, great staff, overall the board is pleased

Scott shared he is fortunate to work with a great board, decisions are really about our students. We are very unique, it takes other people to do that. The three assistant superintendents are a great team. We have a good reputation. He thanked them for their very kind words. Our board is a wonderful board to work with, and that makes my job easier.

b. Public Employee Employment/Discipline/Dismissal/Release

No action was taken

5. **Page 15-188 - CONSENT AGENDA**

- 5.1 Certificated Personnel Report
- 5.2 Classified Personnel Report
- 5.3 Approval of Minutes for: June 6th & 20th, 2017
- 5.4 Approval of Warrants
- 5.5 Williams Uniform Quarterly Complaint Report
- 5.6 Ratify Consultant Services Agreement – Larry Stark Consulting and WPUSD
- 5.7 Ratification of Contract with Debbie Brown Photography and Lincoln High School
- 5.8 Student Discipline Re-Entry of Student #15-16-D
- 5.9 Report of Disclosure Requirements for Quarterly Reports of Investments
- 5.10 Approval of Continued Legal Services with Lazano Smith WPUSD
- 5.11 Approval of Annual Agreement with Kingsley Bogard and WPUSD
- 5.12 Acceptance of Grant Deeds for APN(s) 008-043-006, 008-043-007, and 008-081-012
- 5.13 Ratification of Agreement for Operator Services on the Lincoln High School Farm Domestic Well-49er Water Services
- 5.14 Approval of Pending Change Orders for the Lincoln High School Addition and Modernization Project
- 5.15 Ratification of Contract with Youth Development Network
- 5.16 Ratification of Agreement with PCOE and Western Placer Unified School District Child Care Food Program (CCFP)

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

6. **COMMUNICATION FROM THE PUBLIC**

There was no communication from the public

August 1, 2017

Minutes**7. REPORTS & COMMUNICATION**

- Lincoln High School Student Advisory – Rebecca Luy was not present
- Western Placer Teacher's Association – Tara McCroskey had no report, looking forward to a great year.
- Western Placer Classified Employee Association – Mike Kimbrough was not present
- Superintendent - Scott Leaman shared the following:
 - Excited school offices are open on Monday
 - District office hours regular hours start back on Monday

8. ♦ ACTION ♦ DISCUSSION ♦ INFORMATION**8.1 Information Page 190 – 2017-18 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 and update on the 2017-18 District Budget, she reviewed the following areas:

- Approval of the 2017-18 State Budget
- Major 2017-18 Budget Changes – 2017-18 LCFF Funding
- LCFF Group Closure Estimates (in billion)
- K-12 Spending – Overview
- Major 2017-18 Budget Changes – One-Time Discretionary Funds
- 2017-18 State Budget Other Budget Areas
- Teacher and Administrator Programs
- CalSTRS & CalPERS Projected Employer Contribution Rates
- Projected Pension Cost Increase vs. LCFF Transition Funding (in millions)
- School Facilities and Proposition 51
- State Budget Changes to School Facilities Program (SFP) – Governor's Accountability Measures
- State Budget Changes in SFP DIR Reporting Changes

8.2 Discussion/ Page 205 – CONSIDER APPROVING JOB DESCRIPTION**Action FOR FACILITIES CONSTRUCTION COORDINATOR AND CORRESPONDING REVISED SALARY SCHEDULE – Simon** (16-17

G & O Component I, II, III, IV, V)

• As a 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 classified management position: Facilities Construction Coordinator in order to establish the job requirements.

Gave Simon presented a job description for Facilities Construction Coordinator. He presented a revised Classified Management salary schedule. Motion by Mrs. Wyatt, seconded by Mr. Haley and passed by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote to approve the job description for Facilities Construction Coordinator.

August 1, 2017

Minutes

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.

9.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Long will be attending an Education Foundation meeting tomorrow, and the Heritage Wildlife Foundation is offering a grant. The football field looks great.

Mr. Haley no comment, glad we're ready to go

Mrs. Wyatt just received exchange student with the Rotary, working with the Interact Key Club, and the potters are in 2nd place.

Mr. Armitage no report

Mr. Carras shared he would like to get a tour of LHS, and asked if any of the other board members interested. The district will schedule for some time during the September board meeting.

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **August 15, 2017 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 7:48 p.m.

Paul Carras, President

Brian Haley, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

Accommodating Those Individuals with Special Needs:

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

Western Placer Unified School District

Regular Meeting of the Board of Trustees

August 15, 2017

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

MINUTES

2017-2018 Goals & Objectives (G & O) for the Management Team: **Component I:** Quality Student Performance; **Component II:** Curriculum Themes; **Component III:** Special Student Services; **Component IV:** Staff & Community Relations; **Component V:** Facilities/Administration/Budget.

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

Board Members Present:

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

Others Present:

Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business Services
Kerry Callahan, Assistant Superintendent of Educational Services
Gabe Simon, Assistant Superintendent of Personnel Services
Rosemary Knutson, Secretary to the Superintendent
Chuck Whitecotton, Principal
Mike Adell, Facilities Director
Mackenzie Myers, Lincoln News Messenger

6:30 P.M. START

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

6:35 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

August 15, 2017

Minutes

~Kerry Callahan, Assistant Superintendent of Educational Services

3.2 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

3.3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

3.4 PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release

Roll call vote:

7:00 P.M.

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

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

4.1 *Page 10* - CONFERENCE WITH LABOR NEGOTIATOR

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

No action was taken

4.2 *Page 11* - CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Lincoln Crossing South Site and Adjacent Property APN: 327-010-014 (9.4 acres), APN: 327-010-012 (5.2 acres)

No action was taken

4.3 *Page 12* - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

No action was taken

4.4 *Page 13* - PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release

No action was taken

5. *Page 15-134* - CONSENT AGENDA

5.1 Certificated Personnel Report

5.2 Classified Personnel Report

August 15, 2017

Minutes

-
- 5.3 Ratify Contract between Learning Solutions and WPUSD – July 1, 2017 – July 30, 2018
 - 5.4 Ratify Contract between Jabbergym and WPUSD – July 1, 2017 – July 30, 2018
 - 5.5 Ratify Contract between Medicab of Sacramento/Sierra and WPUSD - July 1, 2017 – July 30, 2018
 - 5.6 Ratify Contract between Odyssey Learning Center and WPUSD – July 1, 2017 – July 30, 2018
 - 5.7 Ratify Contract between Placer Learning Center and WPUSD – July 1, 2017 – June 30, 2018
 - 5.8 Ratify Contract between School Steps, Inc. and WPUSD – July 1, 2017 – June 30, 2018
 - 5.9 Ratify Contract between Sierra Foothills Academy and WPUSD – July 1, 2017 – June 30, 2018
 - 5.10 Ratify Contract between Sierra Pediatric Therapy Clinic and WPUSD – July 1, 2017 through June 30, 2017
 - 5.11 Ratify Contract between Sierra School Eastern Lower and WPUSD – July 1, 2017 – June 30, 2018
 - 5.12 Ratify Contract between Total Education Solutions and WPUD – July 1, 2017 – June 30, 2018
 - 5.13 Increase Adult Breakfast Paid Meal Price for 2017 – 2018
 - 5.14 2017-18 Agricultural Career Technical Education Incentive Grant
 - 5.15 Ratification of Contract – Top Golf and WPUSD Annual District Administrator's Orientation Meeting
 - 5.16 Service Agreement for an Employee Assistance Program between ACI Specialty Benefits, Inc., and WPUSD
 - 5.17 Approval of Pending Change Orders for the Lincoln High School Addition and Modernization Project
 - 5.18 Student Discipline Re-Entry of Student # 16-17-D

Motion by Mrs. Wyatt, seconded by Mr. Armitage and passed by a 5-0 (*Ayes: Long, Haley, Wyatt, Armitage, Carras* *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 – Rebecca Luy shared the following:

- She introduced herself to everyone as the new LHS Student Advisor
- She shared information on the summer program called Summer Bridge, which is with a group of students who are unmotivated, or fallen behind. They put together tutors, and help keep students on track throughout the year. During the entire week, there have been ice breaker games, visited colleges, this all to help the students become inspired and successful. Have been able to connect with a lot of students, these students are all freshman.
- Construction was very hard last year. However it looks a lot nicer with the new field, amphitheater, and the campus look a lot nicer.
- Midnight madness, was held last week

August 15, 2017

Minutes

- Had link crew for incoming freshman, almost 600 kids attended
- School starts on Thursday the 17th
- Western Placer Teacher's Association – Tara Jeane welcomed everyone back. Teachers returned today, shout out to teachers for attending a lot of trainings. We've had teachers working in classrooms. This is an open contract year, this will be good for our district, students and teachers. Excited about Kerry Callahan working with us on PLC's, this is a huge step forward. We now have a new committee, its "Services Advisory Committee", this will also work as a great sounding board. Thanked administration for sitting down and working on "Controversial Issues" policy, really appreciate administration. She also Hand the New Teacher Meeting was great.
- Western Placer Classified Employee Association – Mike Kimbrough was not present.
- Superintendent - Scott Leaman shared the following:
 - Visited LHS last Friday, and there are lot of dirt piles, new classrooms look wonderful, the student outside lunch area will be the only area cordoned off until it's complete.
 - Today was the first day for teachers, a lot of meetings going on
 - Thursday is our first day of School, we will look at enrollment, should be very close to what was projected, looks positive
 - We have two new principals one is for Emily Oritz in Sheridan, and Jen Haldun, at Lincoln Crossing.
 - 2nd Board Meeting in November 21st, will discuss during management and get back to the board about cancelling it.

8. ♦ ACTION ♦ DISCUSSION ♦ INFORMATION

8.1 Discussion/ **Page 136 – APPROVAL OF RESOLUTION 17/18.2 ADOPTING PROCEDURES AND GUIDELINES FOR SELECTION OF LEASE-LEASEBACK CONTRACTOR – Adell (16-17 G & O Component I, II, III, IV, V)**

Action

• For Lease-leaseback construction contracts awarded after January 1, 2017, Education Code Section 17406 requires California school districts to use a best value process to select the lease-leaseback contractor and the governing board of school districts to adopt procedures and guidelines for evaluating the qualifications of proposers.

Mike Adell reported on Resolution 17/18.2. He gave a little background on Lease-leaseback construction contracts. 2016 there was some cleanup from legislation. 2017 there was some legislation the lease lease-back contracts are legal. Motion by Mr. Armitage, seconded by Mr. Haley, and passed by a 5-0 (**Ayes: Haley, Wyatt, Armitage, Long, Carras** **No: None**) roll call vote to approve Resolution 17/18.2 adopting procedures and guidelines for selection of Lease-leaseback Contractor.

8.2 Discussion/ **Page 140 – ADOPT DECLARATION OF NEED FOR FULLY**

Action

QUALIFIED EDUCATORS – Simon (16-17 G & O Component I, II, III, IV, V)

• Each year the District must declare that there are an insufficient number of certificated persons who meet the District's employment criteria for the positions listed on the attached form. The declaration shall remain in force until June 30, 2018

August 15, 2017

Minutes

Gabe Simon presented declaration of need for fully qualified educators. This need is based on current employees with additional needs. Motion by Mr. Long, seconded by Mrs. Wyatt and passed by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote to adopt declaration of need for Fully Qualified Educators.

- 8.3 Discussion/ Action** *Page 144 – CONTRACT EXTENSION FOR ASSISTANT SUPERINTENDENTS AND SUPERINTENDENT – Simon (16-17 G & O Component I, II, III, IV, V)*
- The Western Placer Unified School District's Superintendent is Scott Leaman and Assistant Superintendents are as follows:
 - Kerry Callahan, Assistant Superintendent of Educational Services
 - Audrey Kilpatrick, Assistant Superintendent of Business & Operations
 - Gabe Simon, Ed. D., Assistant Superintendent of Personnel Services

The current contract for the Superintendent expires on June 30, 2020. The current contracts for each of the three Assistant Superintendents expire on June 30, 2019.

Gabe Simon presented contracts for extension. Motion by Mr. Long, Mr. Armitage and passed by a 5-0 (*Ayes: Armitage, Carras, Haley, Long, Wyatt No: None*) vote to approve contract extension for Assistant Superintendents and Superintendent..

- 8.4 Information** *Page 146 – STUDENT ASSISTANCE PROGRAM – Callahan (16-17 G & O Component I, II, III, IV, V)*
- The Student Assistance Program (SAP) is an on-campus teen substance abuse prevention and diversion program that establishes specific goals around prevention and education of substance abuse among students. The program is provided by Community Recovery Resources (CoRR), a nonprofit organization, using qualified, credentialed staff and evidenced-based curriculum.

Kerry Callahan reported on student assistance program. She talked about the report to the state on achievement gap. PCOE hooked the district up with CoRR, (Community Recovery Resources). Have been meeting with CoRR to see how students, and how other high schools are working with the program. Kerry introduced Nancy Taylor, Program Manager, Ariel Lovett, with the Community Recovery Resources they touched on the program and its purpose. Working with students at local high schools. Provide an eight week program on the campus, bring early interventions onto campus, students are offered the program in eight week sessions. The program is offered at no cost to the districts. Administration have the ability to refer for additional care. Placer sites are in Roseville, and Auburn, there is a team of eight counselors used to work with teens, along with group discussions at plant sites. They work close with schools, and schools work with parents to get permission to work with the students. Funded by HSA, Questionnaires are given to students. It's usually administration making the referral. The board engaged in questions regarding the program. No action was taken this was information only.

- 8.5 Information** *Page 147 – APPROVAL OF RESOLUTION 17/18.1 AND LEASE FINANCE DOCUMENTS IN FORM RELATED TO REFUNDING*

August 15, 2017

Minutes**OF 2009 CERTIFICATES OF PARTICIPATION – Kilpatrick (16-17***G & O Component I, II, III, IV, V)*

• The market has continued to provide historically low interest rates that will produce substantial future interest savings for the existing Certificates of Participation (COP). In the past two years, the District has been refund various District COPs to take advantage of the lower interests and generate interest savings.

Audrey Kilpatrick presented Resolution 17/18.1 for approval. Cathy Dominco from Capital Financing presented COP refinance overview. She presented a graph showing the following:

- refinancing the 2009 COPs, the district can save \$13.6 Million in nominal dollars or \$8.4 million on a net present value basis, equal to 16.7 of the outstanding COPS.
- When applying Facilities Fund Balance, the district will be able to pay debt service payments without impacting the general fund until 2037

Motion by Mrs. Wyatt, seconded by Mr. Armitage, and passed by a 5-0 (*Ayes: Wyatt, Armitage, Long, Haley, Carras No: None*) roll call vote to approve Resolution 17/18.1 and Lease Finance documents in form related to Refunding of 2009 Certificates of Participation.

8.6 Action**Page 285 - 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.

- BP/AR 1312.3 – Uniform Complaint Procedures
- BP 1340 – Access of District Records
- BP 2121 – Superintendent's Contract
- BP/AR 3551 – Food Service Operations/Cafeteria Plan
- AR 3580 – District Records
- BP/AR 4127/4227/4327 – Temporary Athletic Team Coaches
- AR 5145.3 – Nondiscrimination/Harassment
- BP 6144 – Controversial Issues
- BB 9012 – Board Member Electronic Communications

Motion by Mr. Armitage, seconded by Mrs. Wyatt, and passed by a 5-0 vote to approve Revised/ New policies/Exhibit Regulations as presented.

9. BOARD OF TRUSTEES

Mr. Armitage dropped off his students at LHS to make sure they could get to their classes
Mrs. Wyatt Attended freshmen orientation, got hit with 2 water balloons, she also attended Suicide policies in legislation

Mr. Haley attended Education Foundation meeting, it was a good meeting regarding grants, Wildlife Heritage will write the grant.

Mr. Long thanked Rebecca Luy and shared that the board will listen to her. Attended the new teacher welcoming orientation, great presentations

August 15, 2017

Minutes

Mr. Carras – attended the new teacher orientation and shared how administration is so easy to work with

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.

9.2 BOARD MEMBER REPORTS/COMMENTS

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **September 5, 2017 7:00 P.M.**, Regular Meeting of the Board of Trustees – District Office/City Hall Bldg., 3rd Floor Conference Room

➤ **September 19, 2017 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 8:10 p.m.

Paul Carras, President

Brian Haley, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

Accommodating Those Individuals with Special Needs:

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

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of Warrants

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of
Business and Operations

ENCLOSURES:

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

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

N/A

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the August 1, 2017 board meeting.

RECOMMENDATION:

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

Checks Dated 08/30/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85573169	08/30/2017	Jessica M. Fernandez	01-4300		937.36
Total Number of Checks			1		937.36

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	1	937.36
Total Number of Checks		1	937.36
Less Unpaid Tax Liability			.00
Net (Check Amount)			937.36

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

ESCAPE ONLINE

Page 1 of 1

Checks Dated 08/25/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85572719	08/25/2017	Jack T. Godsey	01-4300		177.61
85572720	08/25/2017	Pamela S. Soha	01-4300		39.90
85572721	08/25/2017	ATHLETICS UNLIMITED	01-4300		2,010.94
85572722	08/25/2017	CANYON CREEK SOFTWARE	01-5800		254.00
85572723	08/25/2017	DISCOVERY OFFICE SYSTEMS	01-4300	226.62	
			01-5600	78.43	305.05
85572724	08/25/2017	EFFIE YEAW NATURE CENTER	01-5800		330.00
85572725	08/25/2017	LAKE SHORE LEARNING MATERIALS	01-4300		796.43
85572726	08/25/2017	MEMBEAN, INC.	01-4300		2,900.00
85572727	08/25/2017	OFFICE DEPOT	01-4300		1,797.11
85572728	08/25/2017	POSTMASTER / SHERIDAN	01-4300		250.84
85572729	08/25/2017	RAY MORGAN CO. / CHICO	01-5600		77.10
85572730	08/25/2017	REALLY GOOD STUFF	01-4300	478.47	
			Unpaid Tax	29.43-	449.04
85572731	08/25/2017	SAFEWAY INC	01-4300		203.78
85572732	08/25/2017	SCHOOL SPECIALTY INC	01-4300		540.47
85572733	08/25/2017	STAPLES BUSINESS ADVANTAGE	01-4300	9,415.19	
			01-4400	1,586.68	11,001.87
85572734	08/25/2017	SUPERIOR REGION CATA	01-5200		400.00
85572735	08/25/2017	SWEETWATER SOUND	01-4300	2,037.43	
			Unpaid Tax	137.73-	1,899.70
85572736	08/25/2017	TORMACH INC.	01-4300	1,783.64	
			01-4400	5,304.69	
			Unpaid Tax	438.71-	6,649.62
85572737	08/25/2017	WAVE Cable TV	01-4300		40.12
85572738	08/25/2017	WILLIAM CONRADI	01-4300		500.74
85572739	08/25/2017	Camille Sterling	01-5800		500.00
85572740	08/25/2017	Evelyn G. Keaton	21-4300		15.20
85572741	08/25/2017	ANGELINA BROWN - DBA ANGEION CONSULTING	01-5800		2,500.00
85572742	08/25/2017	CITY OF LINCOLN	01-5540	6,470.02	
			01-5550	10,581.76	
			01-5570	63,490.50	80,542.28
85572743	08/25/2017	GOLD RIVER FLOORS INC - DBA GOLD RIVER FLOORING AMERICA	01-5800		6,757.00
85572744	08/25/2017	GRAINGER .	01-4300		492.26
85572745	08/25/2017	HD SUPPLY FACILITIES MAINTENANCE, LTD.	01-4300		189.79
85572746	08/25/2017	HILLYARD / SACRAMENTO	01-4300		3,543.92
85572747	08/25/2017	INTEGRATED FIRE SYSTEMS INC	01-5800		405.00
85572748	08/25/2017	LOWE'S	01-4300		1,885.85
85572749	08/25/2017	PAUL LEE NUZMAN - DBA OMG DIVERSIFIED DOOR & LOCK	01-4300		95.00
85572750	08/25/2017	ROBERT SMITH / BIDWELL H2O DBA - BIDWELL WATER	01-4300		60.00
85572751	08/25/2017	RSD - REFRIGERATION SUPPLIES	01-4300		922.35
85572752	08/25/2017	RYAN C TREW - DBA TREW PUMP SERVICE	01-5600		414.87

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Checks Dated 08/25/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85572753	08/25/2017	SAC VAL JANITORIAL SALES	01-4300		2,546.66
85572754	08/25/2017	UNIVERSAL COATINGS, INC.	01-5600		260,775.00
85572755	08/25/2017	VERIZON WIRELESS	01-5560	1,316.44	
			13-5560	63.49	
			21-5560	53.49	1,433.42
85572756	08/25/2017	WALLACE-KUHL & ASSOCIATES	21-5800	6,739.25	
			21-6170	8,516.20	15,255.45
85572757	08/25/2017	CROWN DISTRIBUTING INC.	13-4380		790.22
85572758	08/25/2017	CULTURE SHOCK YOGURT	13-4710		288.90
85572759	08/25/2017	DANIELSEN COMPANY	13-4710		1,068.30
85572760	08/25/2017	GOLD STAR FOODS, INC	13-4710		6,542.10
85572761	08/25/2017	HEARTLAND PMNT SYS	13-5800		2,800.00
85572762	08/25/2017	PROPACIFIC FRESH	13-4710		1,269.54
85572763	08/25/2017	SIERRA OFFICE SUPPLIES &	13-4300		226.48
85572764	08/25/2017	PRISCILLA TETRICK	13-8634		10.00
85572765	08/25/2017	BENCHMARK EDUCATION COMPANY	01-4100		117,599.63
85572766	08/25/2017	CDW GOVERNMENT INC	01-4300	882.38	
			01-4400	162.79	1,045.17
85572767	08/25/2017	CENTER UNIFIED SCHOOL DIST	01-5200		200.00
85572768	08/25/2017	CURRICULUM ASSOCIATES INC.	01-4100		5,891.50
85572769	08/25/2017	ESGI - EDUCATIONAL SOFTWARE FOR GUIDING INSTRUCTION	01-5800		745.00
85572770	08/25/2017	FOLLETT SCHOOL SOLUTIONS, INC.	01-4100		13,043.86
85572771	08/25/2017	HUMBOLDT CO. OFFICE OF ED.	01-4300		300.00
85572772	08/25/2017	MCGRAW-HILL	01-5800		121,231.00
85572773	08/25/2017	MIRA VIA, LLC	01-4300		350.60
85572774	08/25/2017	MUSIC EXPRESS	01-4300		195.00
85572775	08/25/2017	NANCY ALEXANDER-STORM	01-5800		3,441.30
85572776	08/25/2017	PRO-ED	01-4300		2,645.50
85572777	08/25/2017	SACRAMENTO STATE COLLEGE	01-5200		750.00
85572778	08/25/2017	SIERRA FOOTHILLS ACADEMY	01-5800		37,771.75
85572779	08/25/2017	SUSAN KLEIN DBA MODEL ME KIDS LLC	01-4100		201.90
85572780	08/25/2017	THE FRUITGUYS	01-4300		148.50
85572781	08/25/2017	TOBII DYNAVOX LLC	01-4300		427.93
Total Number of Checks			63		727,942.55

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	53	700,165.25
13	Cafeteria Fund	9	13,059.03
21	Building Fund #1	3	15,324.14

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Checks Dated 08/25/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
		Total Number of Checks	63	728,548.42	
		Less Unpaid Tax Liability		605.87-	
		Net (Check Amount)		<u>727,942.55</u>	

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Checks Dated 08/23/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85572107	08/23/2017	ADI HONEYWELL INTERNATIONAL	01-4300		690.03
85572108	08/23/2017	BANK OF NEW YORK MELLON CORPORATE TRUST DEPT	21-5800		750.00
85572109	08/23/2017	C & S TELECOMMUNICATIONS INC	01-4300	1,501.50	
			01-5600	575.00	2,076.50
85572110	08/23/2017	KIM W. AIMES DBA SACRAMENTO SIGN SOURCE	01-4300	2,190.56	
			01-4400	5,094.42	7,284.98
85572111	08/23/2017	PPG PAINTS ARCHITECTURAL FINISHES, INC.	01-9500		907.57
85572112	08/23/2017	PRECISION WEST TECHNOLOGIES	21-5800		935.00
85572113	08/23/2017	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-4300		257.76
85572114	08/23/2017	SAC VAL JANITORIAL SALES	01-4300		900.90
Total Number of Checks			8		<u>13,802.74</u>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	6	12,117.74
21	Building Fund #1	2	1,685.00
Total Number of Checks		8	13,802.74
Less Unpaid Tax Liability			.00
Net (Check Amount)			<u>13,802.74</u>

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Checks Dated 08/18/2017					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85571589	08/18/2017	Anna E. Bellon	01-4300		316.20
85571590	08/18/2017	ACCREDITING COMMISSION	01-5800		970.00
85571591	08/18/2017	DISCOVERY OFFICE SYSTEMS	01-4300	.50	
			01-5600	201.41	201.91
85571592	08/18/2017	LAKESHORE LEARNING MATERIALS	01-4300		308.32
85571593	08/18/2017	MUSIC EXPRESS	01-4300		195.00
85571594	08/18/2017	OFFICE DEPOT	01-4300		622.24
85571595	08/18/2017	PITNEY BOWES INC	01-5600		144.48
85571596	08/18/2017	PLACER COUNTY WATER AGENCY	01-4300		143.17
85571597	08/18/2017	PLACER FARM SUPPLY	01-4300		794.69
85571598	08/18/2017	PROJECT LEAD THE WAY INC	01-5800		750.00
85571599	08/18/2017	RAY MORGAN CO. / CHICO	01-4300	87.43	
			01-5600	160.00	247.43
85571600	08/18/2017	REALLY GOOD STUFF	01-4300	196.64	
			Unpaid Tax	12.07-	184.57
85571601	08/18/2017	SCHOLASTIC MAGAZINE	01-4300		338.80
85571602	08/18/2017	TIME-MASTERS.COM	01-4300		261.31
85571603	08/18/2017	Payton Cervetti	01-5800		500.00
85571604	08/18/2017	Michelle V. Harris	01-5800		455.00
85571605	08/18/2017	ALAN S BROOKS	25-6290		600.00
85571606	08/18/2017	AT&T	01-5560		3,899.71
85571607	08/18/2017	B & B LOCATING, INC.	21-6140		22,750.00
85571608	08/18/2017	B.T. MANCINI CO. INC.	01-5800		6,049.00
85571609	08/18/2017	CAPITAL LIVE SCAN	01-5800		45.00
85571610	08/18/2017	CDW GOVERNMENT INC	01-4300		5,961.30
85571611	08/18/2017	DEPARTMENT OF GENERAL SERVICES	01-5810		100.00
85571612	08/18/2017	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		142.30
85571613	08/18/2017	FARONICS TECHNOLOGIES USA INC	01-5800		1,979.49
85571614	08/18/2017	FLINT BUILDERS, INC.	21-6270		1,340,446.00
85571615	08/18/2017	FLINT BUILDERS, INC.	21-6270		70,554.00
85571616	08/18/2017	GEARY PACIFIC SUPPLY	01-4300		305.62
85571617	08/18/2017	GOLD COUNTY TRACTORS, INC.	01-4300		82.18
85571618	08/18/2017	GOLD FLOORS, INC.	01-5800		66,451.00
85571619	08/18/2017	GRAINGER .	01-4300		476.79
85571620	08/18/2017	HOME DEPOT CREDIT SERVICES	01-4300	686.59	
			01-9500	1,394.87	2,081.46
85571621	08/18/2017	IMPACT CONSTRUCTION SRVS INC	01-6200		3,707.41
85571622	08/18/2017	INTEGRATED FIRE SYSTEMS INC	01-5600		275.00
85571623	08/18/2017	ENGINEERED FLOORS LLC	01-4300		6,259.12
85571624	08/18/2017	LINMOORE FENCING & IRONWORKS	01-5800		9,235.00
85571625	08/18/2017	LOY MATTISON DBA LOY MATTISON ENTERPRISES	01-5800		1,110.00

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Checks Dated 08/18/2017					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85571626	08/18/2017	MARY WILKIE - DBA WHEST KOAST PLUMBING	01-5600	4,246.00	
			01-9500	3,186.00	7,432.00
85571627	08/18/2017	PACIFIC GAS & ELECTRIC CO	01-5510		74,404.11
85571628	08/18/2017	PAUL LEE NUZMAN - DBA OMG DIVERSIFIED DOOR & LOCK	01-4300		541.04
85571629	08/18/2017	PLACER COUNTY AIR POLLUTION	01-5800		571.52
85571630	08/18/2017	POWER SCHOOL GROUP, LLC	01-5800		59,827.75
85571631	08/18/2017	RAINFORTH GRAU ARCHITECTS	21-6210		48,668.10
85571632	08/18/2017	RAY MORGAN CO. / CHICO	01-5600		25.94
85571633	08/18/2017	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540		167.07
85571634	08/18/2017	RIEBES AUTO PARTS	01-4365		5,013.92
85571635	08/18/2017	ROBERT E. COOK - DBA PACIFIC WALLCOVERINGS	01-5800		6,697.00
85571636	08/18/2017	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-4300		204.57
85571637	08/18/2017	RSD - REFRIGERATION SUPPLIES	01-4300		330.36
85571638	08/18/2017	RYAN C TREW	01-5600		5,338.90
85571639	08/18/2017	SAC VAL JANITORIAL SALES	01-4300		1,109.18
85571640	08/18/2017	SCHOOL DUDE.COM INC.	01-5800		6,599.12
85571641	08/18/2017	SCHOOL SERVICES OF CA INC	01-5300		3,120.00
85571642	08/18/2017	SITEONE LANDSCAPE SUPPLY	01-4300		187.52
85571643	08/18/2017	SPURR	01-5530		1,434.95
85571644	08/18/2017	STINEMAN'S FARM SUPPLY	01-4300		9.73
85571645	08/18/2017	TAG / AMS INC	01-5800		125.00
85571646	08/18/2017	VALLEY TRUCK & TRACTOR	01-4300		422.62
85571647	08/18/2017	WAVE BUSINESS WAVE BROADBAND-ROCKLIN	01-5560		2,217.00
85571648	08/18/2017	WESTERN PLACER WASTE	01-5540		91.40
85571649	08/18/2017	Olivia R. Mendez	01-4300		37.53
85571650	08/18/2017	BENCHMARK EDUCATION COMPANY	01-4100		170,542.52
85571651	08/18/2017	CARNEGIE LEARNING, INC.	01-4100		3,151.05
85571652	08/18/2017	CENGAGE LEARNING	01-4300		3,170.57
85571653	08/18/2017	CONTRA COSTA COMM COLLEGE DIST	01-5800		300.00
85571654	08/18/2017	CURRICULUM ASSOCIATES INC.	01-4100	3,212.92	
			01-5800	80,842.50	84,055.42
85571655	08/18/2017	EAI EDUCATION ERIC ARMIN INC.	01-4300		13,142.80
85571656	08/18/2017	ESGI - EDUCATIONAL SOFTWARE FOR GUIDING INSTRUCTION	01-5800		298.00
85571657	08/18/2017	ETS EDUCATION TESTING SERVICE	01-4300		933.24
85571658	08/18/2017	FOLLETT SCHOOL SOLUTIONS, INC.	01-4100		20,101.49
85571659	08/18/2017	HCI AUDIOMETRICS	01-5800		510.00
85571660	08/18/2017	LAURA LIPTON	01-5800		12,400.00
85571661	08/18/2017	MACMILLAN HOLDINGS, LLC	01-4100	2,267.27	

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Checks Dated 08/18/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85571661	08/18/2017	MACMILLAN HOLDINGS,LLC	01-5800	551.91	2,819.18
85571662	08/18/2017	OCDE-ORANGE CO SUPERINTENDENT OF SCHOOLS	01-4300		3,165.75
85571663	08/18/2017	RENAISSANCE LEARNING INC.	01-5800		1,703.00
85571664	08/18/2017	SCHOOL NURSE SUPPLY INC.	01-4300		1,219.36
85571665	08/18/2017	THE FRUITGUYS	01-4300		169.50
85571666	08/18/2017	VISTA HIGHER LEARNING	01-4100		9,470.85
85571667	08/18/2017	W.W. NORTON & COMPANY INC.	01-4100		1,577.50
85571668	08/18/2017	WAYSIDE PUBLISHING	01-4100		1,118.46
85571669	08/18/2017	AIR CONTROL SERVICES, INC.	13-5600	2,563.23	
			13-6400	7,800.00	10,363.23
85571670	08/18/2017	CROWN DISTRIBUTING INC.	13-4380		738.61
85571671	08/18/2017	CULTURE SHOCK YOGURT	13-4710		192.60
85571672	08/18/2017	CASSANDRA PINKSON	13-8634		10.50
85571673	08/18/2017	EVELYN PRICE	13-8634		6.00
85571674	08/18/2017	OFFICE DEPOT	01-4300	225.21-	
			01-9500	255.20	29.99
Total Number of Checks			86		<u>2,114,709.45</u>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	76	620,392.48
13	Cafeteria Fund	5	11,310.94
21	Building Fund #1	4	1,482,418.10
25	Capital Facilities Fund	1	600.00
Total Number of Checks		86	2,114,721.52
Less Unpaid Tax Liability			12.07-
Net (Check Amount)			<u>2,114,709.45</u>

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Checks Dated 08/11/2017					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85570512	08/11/2017	Abigail C. Castillo	01-5200		141.78
85570513	08/11/2017	Tammy J. Sommer	01-4300		84.34
85570514	08/11/2017	WPUSD PETTY CASH FUND	01-5800	111.90	
			01-9515	2,000.00	
			13-4300	52.20	2,164.10
85570515	08/11/2017	BURKETT'S OFFICE	01-4300		50.78
85570516	08/11/2017	CHEVRON	01-4300	302.51	
			01-4345	25.95	328.46
85570517	08/11/2017	CURRICULUM ASSOCIATES INC.	01-4300		99.19
85570518	08/11/2017	DISCOVERY OFFICE SYSTEMS	01-4300		214.83
85570519	08/11/2017	LAKESHORE LEARNING MATERIALS	01-4300		95.12
85570520	08/11/2017	MJB WELDING SUPPLY, INC.	01-4300		47.50
85570521	08/11/2017	RAY MORGAN CO. / CHICO	01-4300		125.48
85570522	08/11/2017	RIDDELL ALL AMERICAN	01-5800		13,554.07
85570523	08/11/2017	RIEBES AUTO PARTS	01-4300		69.10
85570524	08/11/2017	RISO PRODUCTS OF SAC INC	01-4300	3,102.93	
			01-5600	928.00	
			01-5800	1,808.00	5,838.93
85570525	08/11/2017	SIERRA HAY & FEED	01-4300		278.30
85570526	08/11/2017	THORNTON'S GAS	01-4300		390.94
85570527	08/11/2017	Carrie L. Carlson	01-4300	16.73	
			01-5200	22.00	38.73
85570528	08/11/2017	ADVANCED INTEGRATED PEST	01-5800		1,296.00
85570529	08/11/2017	B.T. MANCINI CO. INC.	01-5800		28,497.00
85570530	08/11/2017	BUS WEST - FRESNO	01-4365		1,885.55
85570531	08/11/2017	C.A.S.H COALITION FOR ADEQUATE SCHOOL HOUSING	25-5200		390.00
85570532	08/11/2017	CDW GOVERNMENT INC	01-4300	4,899.00	
			21-4400	18,691.53	
			21-6400	269.84	23,860.37
85570533	08/11/2017	CITRUS HEIGHTS SAW & MOWER	01-4365		2,477.86
85570534	08/11/2017	CLIMATE CONTROL INC	01-5600	671.50	
			35-5600	34,285.00	34,956.50
85570535	08/11/2017	DECKER EQUIPMENT	01-4300		87.28
85570536	08/11/2017	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		866.50
85570537	08/11/2017	FAR WEST RENTS & READY MIX	01-5600		234.85
85570538	08/11/2017	FOLLETT SCHOOL SOLUTIONS, INC.	01-5800		10,147.00
85570539	08/11/2017	GCR TIRES & SERVICE	01-4360		1,264.97
85570540	08/11/2017	GRAINGER .	01-4300		4,741.94
85570541	08/11/2017	HD SUPPLY FACILITIES MAINTENANCE, LTD.	01-4300		1,596.24
85570542	08/11/2017	HILLYARD / SACRAMENTO	01-4300		7,165.24
85570543	08/11/2017	JIVE COMMUNICATIONS, INC.	01-5560		608.15
85570544	08/11/2017	KINGSLEY BOGARD THOMPSON LLP	01-5810		6,299.61

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Checks Dated 08/11/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85570545	08/11/2017	NAVIA BENEFIT SOLUTIONS	01-5800		137.50
85570546	08/11/2017	NORMAC	01-4300		1,945.64
85570547	08/11/2017	PACIFIC GAS & ELECTRIC CO	01-5510		1,555.33
85570548	08/11/2017	PAUL LEE NUZMAN - DBA OMG DIVERSIFIED DOOR & LOCK	01-4300		379.48
85570549	08/11/2017	PLACEWORKS INC	21-5800		810.00
85570550	08/11/2017	PPG PAINTS ARCHITECTURAL FINISHES, INC.	01-4300		173.58
85570551	08/11/2017	PRECISION WEST TECHNOLOGIES	25-5800	3,368.91	
			35-5800	1,681.04	5,049.95
85570552	08/11/2017	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		189.06
85570553	08/11/2017	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540		334.13
85570554	08/11/2017	RESTORATION MANAGEMENT CO.	01-5460		2,000.00
85570555	08/11/2017	ROBERT E. COOK - DBA PACIFIC WALLCOVERINGS	01-5800		19,620.00
85570556	08/11/2017	SAC VAL JANITORIAL SALES	01-4300		10,579.80
85570557	08/11/2017	SCHOOL FACILITY CONSULTANTS	25-5800		3,960.95
85570558	08/11/2017	SIERRA OFFICE SUPPLIES &	01-4300		1,068.13
85570559	08/11/2017	SITEONE LANDSCAPE SUPPLY	01-4300		99.92
85570560	08/11/2017	STATE OF CALIFORNIA - DOJ	01-5821		718.00
85570561	08/11/2017	TROY E. SMITH	01-5600		11,920.00
85570562	08/11/2017	UNIVERSAL SPECIALTIES, INC.	01-4300		381.22
85570563	08/11/2017	WAVE BUSINESS WAVE BROADBAND-ROCKLIN	01-5560		13,000.00
85570564	08/11/2017	ZOHO CORPORATION	01-5800		5,578.00
85570565	08/11/2017	VALLEY PRECISION GRADING INC	21-6170		172,283.30
85570566	08/11/2017	Heather A. Pierce	01-5200		199.50
85570567	08/11/2017	BENCHMARK EDUCATION COMPANY	01-4100		30,125.45
85570568	08/11/2017	CENAGE LEARNING	01-5800		2,663.78
85570569	08/11/2017	ESGI - EDUCATIONAL SOFTWARE FOR GUIDING INSTRUCTION	01-5800		745.00
85570570	08/11/2017	FOLLETT SCHOOL SOLUTIONS, INC.	01-4100	454.96-	
			01-4300	1,829.74	
			01-5800	599.00	1,973.78
85570571	08/11/2017	JABBERGYM INC.	01-5800		1,745.00
85570572	08/11/2017	KRISTINE N CORN DBA SIERRA PEDIATRIC THERAPY CLINIC	01-5800		491.62
85570573	08/11/2017	LEARNING SOLUTIONS INC	01-5800		622.25
85570574	08/11/2017	MEDICAL BILLING TECHNOLOGIES	01-5800		60.55
85570575	08/11/2017	MIRA VIA, LLC	01-4300		1,074.22
85570576	08/11/2017	PEARSON - PSYCHOLOGICAL CORP.	01-4300		2,925.06
85570577	08/11/2017	PEARSON EDUCATION	01-4100		1,110.36
85570578	08/11/2017	PRO-ED	01-4200	263.76	

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

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Checks Dated 08/11/2017					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
			Unpaid Tax	16.31-	247.45
85570579	08/11/2017	Schools Insurance Group	01-3401	1,040.56	
			01-3402	1,791.44	2,832.00
85570580	08/11/2017	THE FRUITGUYS	01-4300		246.00
85570581	08/11/2017	TOTAL EDUCATION SOLUTIONS	01-5800		617.50
85570582	08/11/2017	U.S. BANK NATIONAL ASSOCIATION	01-4300	2,303.57	
		U.S. BANCORP PURCHASING CARD			
			01-5200	2,410.81	4,714.38
Total Number of Checks			71		454,074.60

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	66	218,298.14
13	Cafeteria Fund	1	52.20
21	Building Fund #1	3	192,054.67
25	Capital Facilities Fund	3	7,719.86
35	Schools Facilities (Prop 1A)	2	35,966.04
Total Number of Checks		71	454,090.91
Less Unpaid Tax Liability			16.31-
Net (Check Amount)			454,074.60

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

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Checks Dated 08/04/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85569577	08/04/2017	Karina A. Kappmeyer-Sofia	01-5200		107.39
85569578	08/04/2017	A-Z BUS SALES INC	01-4365		4,305.71
85569579	08/04/2017	BLACKBURN CONSULTING	25-6280		410.80
85569580	08/04/2017	CITY OF LINCOLN	01-5540	6,367.51	
			01-5550	18,848.59	
			01-5570	60,932.60	86,148.70
85569581	08/04/2017	CROWE HORWATH LLP	01-5811	21,320.00	
			21-5811	1,600.00	22,920.00
85569582	08/04/2017	DANIEL W. GRIFFEN DBA DANG ELECTRIC	01-5800		3,250.00
85569583	08/04/2017	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		502.10
85569584	08/04/2017	DISCOVERY OFFICE SYSTEMS	01-5600		113.28
85569585	08/04/2017	DTSC DEPARTMENT OF TOXIC	01-5800		250.00
85569586	08/04/2017	ECONOMIC & PLANNING SYS. INC.	49-9500		4,450.00
85569587	08/04/2017	INTEGRATED FIRE SYSTEMS INC	01-4300	246.82	
			01-5600	411.36	
			01-5800	1,151.82	1,810.00
85569588	08/04/2017	KINGSLEY BOGARD THOMPSON LLP	01-5810		10,502.32
85569589	08/04/2017	LINCOLN AREA CHAMBER OF	01-5300		145.00
85569590	08/04/2017	LOZANO SMITH LLP	01-5810	7,609.41	
			21-5810	5,818.50	
			25-5810	243.00	13,670.91
85569591	08/04/2017	LPA INC.	01-9500		2,831.78
85569592	08/04/2017	PLACER COUNTY AIR POLLUTION	01-5800		957.93
85569593	08/04/2017	PURCHASE POWER	01-4300		3,577.20
85569594	08/04/2017	SCHOOL FACILITY CONSULTANTS	25-5800		1,705.00
85569595	08/04/2017	SIERRA OFFICE SUPPLIES &	25-4300		132.80
85569596	08/04/2017	SIG SCHOOLS INSURANCE GROUP	01-5460		6,480.00
85569597	08/04/2017	UNIFIRST CORPORATION	01-5800	950.61	
			01-9500	454.04	1,404.65
85569598	08/04/2017	US BANK CORP TRUST SERVICE	49-5800		880.00
85569599	08/04/2017	Marilou B. Edwards	01-4300		138.83
85569600	08/04/2017	ACADEMIC PLANNERS PLUS	01-4300		661.91
85569601	08/04/2017	ACCREDITING COMMISSION	01-5800		970.00
85569602	08/04/2017	CANYON CREEK SOFTWARE	01-4300		254.00
85569603	08/04/2017	CDW GOVERNMENT INC	01-4300	18,904.55	
			01-4400	2,182.76	21,087.31
85569604	08/04/2017	CURRICULUM ASSOCIATES INC.	01-5800		13,412.80
85569605	08/04/2017	EDMENTUM INC.	01-5800		165.00
85569606	08/04/2017	EDUCATORS PUBLISHING SERVICE SCHOOL SPECIALTY CORPORATION	01-4300		254.83
85569607	08/04/2017	ORIENTAL TRADING COMPANY INC	01-4300	171.40	
			Unpaid Tax	11.59-	159.81
85569608	08/04/2017	PLACER COUNTY WATER AGENCY	01-9500		135.07

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Checks Dated 08/04/2017

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85569609	08/04/2017	RISO PRODUCTS OF SAC INC	01-5600		425.00
85569610	08/04/2017	SCHOLASTIC MAGAZINE	01-4300		1,622.53
85569611	08/04/2017	STAPLES BUSINESS ADVANTAGE	01-4300	5,239.64	
			01-4400	600.20	5,839.84
85569612	08/04/2017	STATE BOARD OF EQUALIZATION	01-9511	18,487.00	
			13-8634	791.00	
			13-9511	105.00	
			40-9511	218.00	19,601.00
85569613	08/04/2017	Susan E. Watkins	01-4300		234.83
85569614	08/04/2017	APPLE INC.	01-4300		3,122.94
85569615	08/04/2017	LAKESHORE LEARNING MATERIALS	01-4300		493.03
85569616	08/04/2017	MEDICAB OF SACRAMENTO/SIERRA	01-5800		1,010.00
85569617	08/04/2017	MEDICAL BILLING TECHNOLOGIES	01-5800		15.45
85569618	08/04/2017	PCOE - PLACER CO OFFICE OF ED	01-7142		760.07
85569619	08/04/2017	PEARSON - PSYCHOLOGICAL CORP.	01-4300		643.78
85569620	08/04/2017	WENDY MEAGHER	01-5800		7,500.00
85569621	08/04/2017	AVID CENTER	01-4300	924.24	
			01-5200	298.74	
			01-5800	4,717.02	5,940.00
85569622	08/04/2017	ALAN S BROOKS	21-6290		8,737.50
Total Number of Checks			46		259,741.10

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	40	234,661.09
13	Cafeteria Fund	1	896.00
21	Building Fund #1	3	16,156.00
25	Capital Facilities Fund	4	2,491.60
40	Spec Res For Capital Outlay	1	218.00
49	Mello Roos Capital Projects	2	5,330.00
Total Number of Checks		46	259,752.69
Less Unpaid Tax Liability			11.59
Net (Check Amount)			259,741.10

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

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Checks Dated 07/28/2017					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85568608	07/28/2017	CDW GOVERNMENT INC	01-4300		881.10
85568609	07/28/2017	APPLE INC.	01-4300		375.68
85568610	07/28/2017	CDW GOVERNMENT INC	01-4400		1,182.51
85568611	07/28/2017	CURRICULUM ASSOCIATES INC.	01-4100		265.46
85568612	07/28/2017	FRESNO COUNTY OFFICE OF ED THE CYBER HIGH PROGRAM	01-5800		14,473.49
85568613	07/28/2017	FUN AND FUNCTION	01-4300	336.68	
			Unpaid Tax	20.30-	316.38
85568614	07/28/2017	ILLUMINATE EDUCATION	01-5200	3,832.73	
			01-5800	37,285.27	41,118.00
85568615	07/28/2017	JAMES STANFIELD & CO, INC	01-4200		1,798.87
85568616	07/28/2017	LAKESHORE LEARNING MATERIALS	01-4300		459.01
85568617	07/28/2017	LD PRODUCTS	01-4300		291.63
85568618	07/28/2017	LEONARD GAROFALO - DBA DIVERSIFIED COMPUTER SRVS	01-4300		750.00
85568619	07/28/2017	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		777.00
85568620	07/28/2017	MIRA VIA, LLC	01-4300		784.02
85568621	07/28/2017	NASCO MODESTO	01-4300		42.12
85568622	07/28/2017	ODYSSEY LEARNING CENTER, INC.	01-5800		6,714.36
85568623	07/28/2017	PEARSON ASSESSMENTS ORDERING DEPARTMENT	01-4300		1,755.61
85568624	07/28/2017	PRO-ED	01-4300	425.50	
			Unpaid Tax	26.31-	399.19
85568625	07/28/2017	RIVERSIDE PUBLISHING COMPANY HOUGHTON MIFFLIN HARCOURT	01-4300		608.54
85568626	07/28/2017	ROCKLIN UNIFIED SCHOOL DIST.	01-7141		106,691.00
85568627	07/28/2017	SCHOOL STEPS, INC.	01-5800		962.50
85568628	07/28/2017	SIERRA OFFICE SUPPLIES &	01-4300		260.47
85568629	07/28/2017	SIG EMPLOYEE BENEFITS TRUST	76-9558		696,316.40
85568630	07/28/2017	SUPER DUPER SCHOOL COMPANY	01-4300	182.27	
			Unpaid Tax	12.32-	169.95
85568631	07/28/2017	WESTERN PSYCHOLOGICAL SERVICES	01-4300		932.01
85568632	07/28/2017	WINSOR LEARNING, INC.	01-4300		147.47
85568633	07/28/2017	Brooke A. Barker	01-5200		10.81
85568634	07/28/2017	Carrie L. Carlson	01-5200		18.00
85568635	07/28/2017	ANGELINA BROWN - DBA ANGEION CONSULTING	01-9500		2,500.00
85568636	07/28/2017	B.Z. SERVICE STATION	01-9500		655.00
85568637	07/28/2017	BOBERG HARDWARE FLOORS, INC.	01-5800		11,100.00
85568638	07/28/2017	BRCO CONSTRUCTION, INC.	01-5600	11,000.00	
			21-5800	41,000.00	52,000.00
85568639	07/28/2017	C & S TELECOMMUNICATIONS INC	01-5600		690.00
85568640	07/28/2017	CDW GOVERNMENT INC	01-4300	14,271.76	
			01-6400	68,324.40	82,596.16
85568641	07/28/2017	CHARLES BURR	01-5800		915.00
85568642	07/28/2017	CITRUS HEIGHTS SAW & MOWER	01-4365		440.58

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Checks Dated 07/28/2017					
Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
85568643	07/28/2017	CSBA CA SCHOOL BOARDS ASSOC	01-5300	10,834.00	
			01-5800	6,045.00	16,879.00
85568644	07/28/2017	DAWSON OIL COMPANY	01-4345	2,786.48	
			01-4350	10,203.67	12,990.15
85568645	07/28/2017	DISCOVERY OFFICE SYSTEMS	01-5600		25.67
85568646	07/28/2017	FAR WEST RENTS & READY MIX	01-5600		260.00
85568647	07/28/2017	GRAINGER .	01-4300		717.43
85568648	07/28/2017	HD SUPPLY FACILITIES MAINTENANCE, LTD.	01-4300		1,073.44
85568649	07/28/2017	HILLYARD / SACRAMENTO	01-4300		5,209.70
85568650	07/28/2017	HORIZON	01-4300		1,354.87
85568651	07/28/2017	NEUSTAR INC	01-5800		1,800.00
85568652	07/28/2017	NORMAC	01-9500		81.25
85568653	07/28/2017	PACIFIC GAS & ELECTRIC CO	01-5510		42,979.54
85568654	07/28/2017	PAT BAIRD ACOUSTICS, INC.	01-5800		4,000.00
85568655	07/28/2017	PPG PAINTS ARCHITECTURAL FINISHES, INC.	01-4300		1,262.22
85568656	07/28/2017	RSD - REFRIGERATION SUPPLIES	01-4300		91.87
85568657	07/28/2017	TAG / AMS INC	01-9500		97.00
85568658	07/28/2017	The Omni Group	01-5800		6,956.00
85568659	07/28/2017	TOOLS4EVER	01-5800		3,082.76
85568660	07/28/2017	VERIZON WIRELESS	01-5560	1,694.56	
			13-5560	63.49	
			21-5560	53.49	1,811.54
85568661	07/28/2017	DISCOVERY OFFICE SYSTEMS	01-9500		316.82
85568662	07/28/2017	MAGNET STREET	01-4300	893.40	
			Unpaid Tax	60.40-	833.00
85568663	07/28/2017	ORIENTAL TRADING COMPANY INC	01-4300	32.71	
			Unpaid Tax	1.74-	30.97
85568664	07/28/2017	RAY MORGAN CO. / CHICO	01-9500		54.44
85568665	07/28/2017	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-9500		135.00
Total Number of Checks			58		<u>1,131,440.99</u>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	57	394,128.68
13	Cafeteria Fund	1	63.49
21	Building Fund #1	2	41,053.49
76	Payroll Fund	1	696,316.40
Total Number of Checks		58	1,131,562.06
Less Unpaid Tax Liability			121.07-
Net (Check Amount)			<u>1,131,440.99</u>

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

ESCAPE ONLINE

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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.

DISTRICT GLOBAL GOALS

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


SUBJECT:

Approve Resolution 17/18.3 (Employee CE.1)
Regarding Authorization to Teach Assigned Subjects

AGENDA ITEM AREA:

Discussion/ Action

REQUESTED BY:

Gabe Simon, Ed.D. 
Assistant Superintendent of Personnel

ENCLOSURES:

Yes
Resolution 17/18.3 (Employee CE.1) &
Consent form

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

Yes

BACKGROUND:

Pursuant to Education Code 44256 (b) and in order to ensure proper credentialing and teacher consistency for one of our assignments the District administration is making a recommendation that the Board approve Resolution 17/18.3 (Employee CE.1) which will allow one certificated teacher to teach Music in an elementary school setting at grades K-5 at Sheridan Elementary School. The teacher has consented to this assignment.

RECOMMENDATION:

Administration recommends the Board of Trustees approve Resolution 17/18.3 (Employee CE.1)

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Resolution No. 17/18.3 (Employee CE.1)

AUTHORIZATION TO TEACH ASSIGNED SUBJECTS
FOR THE 2017-2018 SCHOOL YEAR

WHEREAS, the Western Placer Unified School District always seeks to hire fully credentialed teachers to teach all subjects. However, when credentialed teachers are not available, some teachers may be assigned to classes that are outside their credential authorizations but still in compliance with the law;

WHEREAS, Education Code section 44256 (b) authorizes the teaching of departmentalized classes with a teacher's consent in grades, K-12, irrespective of the designations on the individual's teaching credential;

WHEREAS, the District finds that Margaret Mechanick has satisfied the criteria stated in Education Code section 44256 (b) in order to teach Music; and

WHEREAS, Margaret Mechanick has consented to teaching Music at Sheridan Elementary School.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Western Placer Unified School District authorizes Margaret Mechanick to teach Music at Sheridan Elementary School.

PASSED AND ADOPTED this 5th day of September, 2017 by the Board of Trustees of the Western Placer Unified School District by the following vote:

AYES: NOES: ABSENT: ABSTAIN:

President
Board of Trustees
Western Placer Unified School District

Attested:
I certify that the foregoing resolution was adopted by the Board of Trustees of the Western Placer Unified School District, County of Placer, on the date shown above.

Clerk
Board of Trustees
Western Placer Unified School District

Western Placer Unified School District

Teacher Consent Form

PURPOSE: Pursuant with Education Code section 44256(b) Western Placer Unified School District obtained the teacher's consent prior to making assignment(s) outside of the teacher's current credential authorization.

District: Western Placer Unified School District School Year: 2017-2018

School Site: Sheridan Elementary School Grade Level:

Teacher: Margaret Mechanick

Credential Held: Clear Multiple Subject Teaching Credential-General Subjects

Supplementary Authorization: _____

1. Assignment: Music Teacher

Legal Authorization per Ed Code §

I mutually agree and consent to this assignment.

Teachers Signature: Margaret Mahanik

Printed/Typed Name: Margaret Mechanick

Date: 8/11/2017

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Adoption of Revised/New
Policies/Regulations/Exhibits

AGENDA ITEM AREA:

Action

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

September 5, 2017

ROLL CALL REQUIRED:

No

BACKGROUND:

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

- BP 4312.1 - Contracts
- BP 6142.93 – Science Instruction
- BP 6145 – Extracurricular and Cocurricular Activities
- BP/AR 6145.2 – Athletic Competition
- BP/AR 6178.1 – Work-Based Learning
- BP 7214 – General Obligation Bonds

RECOMMENDATION:

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

MANUAL MAINTENANCE GUIDESHEET

May 2017

Page 1 of 2

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

BP 4312.1 - Contracts

(BP revised)

Policy updated to reflect **NEW LAW** (SB 1436, 2016) which requires the board, prior to taking final action on the salary or benefits of employees whose position within the district is established through an employment contract, to orally report a summary of the recommended action during open session of a board meeting. Updated policy also clarifies the limited circumstances under which salary and benefits may be discussed in closed session and the prohibition against discussing salary or other compensation during a special meeting of the board.

BP 6142.93 - Science Instruction

(BP revised)

Policy updated to reflect the **NEW CURRICULUM FRAMEWORK** for science instruction adopted by the State Board of Education in November 2016 and the Next Generation Science Standards. Policy also adds new material related to the required course of study, science courses required for high school graduation, staff development, program evaluation, and safety in science laboratories.

BP 6145 - Extracurricular and Cocurricular Activities

(BP revised)

Policy updated to reflect law which provides that a homeless student must be immediately deemed to meet all residency requirements for participation in extracurricular activities. Legal cites added for the prohibition against student fees and the requirement to annually review the policy.

BP/AR 6145.2 - Athletic Competition

(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW** (AB 1639, 2016) which requires (1) distribution to student athletes and parents/guardians of information on the nature and warning signs of sudden cardiac arrest, (2) training of coaches and athletic directors on the nature and warning signs of sudden cardiac arrest, and (3) removal of a student from an athletic activity if he/she passes out or faints, until clearance is obtained from a health care provider. Policy also updated to reflect the prohibition against the use of a racially derogatory or discriminatory athletic team name, mascot, or nickname. Policy reflects law which provides that a homeless student must be immediately deemed to meet all residency requirements for participation in interscholastic athletic activities. Regulation also updated to reflect **NEW LAW** (SB 1375, 2016) which requires districts and schools to post specified Title IX information on their web sites by July 1, 2017.

BP/AR 6178.1 - Work-Based Learning

(BP/AR revised)

Policy updated to add material formerly in AR regarding board approval of any district plan for work-based learning and board approval to pay students' wages out of district funds. Regulation updated to reflect **NEW LAW** (AB 2063, 2016) which authorizes the district to grant credit for satisfactory completion of a work experience education program to students ages 14-15 when the principal certifies that such credit is necessary for the student's participation in a career technical education (CTE) program. Regulation also reflects provision of AB 2063 which allows students to participate in job shadowing activities for up to 40 hours per semester, intersession, or summer school session if the principal certifies that it is necessary for participation in a CTE program.

MANUAL MAINTENANCE GUIDESHEET

May 2017

Page 1 of 1

BP 7214 - General Obligation Bonds

(BP revised)

Policy updated to reflect **NEW LAW** (SB 1029, 2016) which requires the board to adopt a debt management policy prior to issuing any debt, including a general obligation bond, and to certify to the California Debt and Investment Advisory Commission that any proposed issuance of debt is consistent with the district's policy. Policy also reflects **NEW LAW** (AB 2116, 2016) which requires the board to obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor, and **NEW LAW** (AB 2738, 2016) which prohibits districts from withdrawing proceeds from bond sales at any time for the purpose of making investments outside the county treasury. Policy also adds caution that some uses of bond proceeds that are specified in the Education Code for bond elections with a 66.67 percent threshold may be inconsistent with the California Constitution and encourages consultation with legal counsel.

CONTRACTS

The Governing Board recognizes the importance of **employing** qualified and competent individuals to **lead manage** district programs and to assist the Superintendent in coordinating efforts to achieve district goals and objectives. To that end, the Board may fill certificated administrative and supervisory positions and classified senior management positions on a contract basis.

(cf. 0000 - Vision)

(cf. 2121 - Superintendent's Contract)

(cf. 4111/4211/4311 - Recruitment and Selection)

(cf. 4300 - Administrative and Supervisory Personnel)

(cf. 4313.2 - ~~Promotion~~/Demotion/Reassignment)

(cf. 4314 - Transfers)

The Board may offer a continuing contract of up to four years to any deputy, associate, or assistant superintendent; any certificated employee holding a position requiring a supervision or administration credential; or any senior manager of the classified service. (Education Code 35031, 44929.20)

Prior to entering into any such contract, the Board and Superintendent shall consider the financial impact of the contract on the district. The proposed contract shall also be reviewed by legal counsel to ensure that all legally required provisions are included in the contract and to address any potentially adverse obligations to the district.

(cf. 3460 - Financial Reports and Accountability)

The Board shall deliberate in the closed session of a regular meeting about the terms of an employment contract for a deputy, associate, or assistant superintendent; other certificated employee holding a position requiring a supervision or administration credential; or a senior manager of the classified service. **Discussions regarding salary, salary schedule, or other compensation may occur in the closed session of a regular meeting only between the Board and its designated representative(s), as permitted under Government Code 54957.6 (the "labor exception") for the purpose of reviewing the Board's position and/or instructing the designated representative(s) prior to or during bona fide negotiations with the employee. Such deliberations shall not be held during a special meeting. (Government Code 54956, 54957, 54957.6)**

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

~~Any such employment contract shall be ratified by the Board during an open session of a regularly scheduled Board meeting and reflected in the Board's minutes. Copies of the contracts shall be available to the public upon request. (Government Code 53262)~~

(cf. 1340 - Access to District Records)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9324 - Minutes and Recordings)

CONTRACTS (continued)

Extension of Contract and Reemployment

A contract shall be extended only by Board action and subsequent to a satisfactory evaluation of the employee's performance. No employment contract shall include a provision for automatic renewal of the contract.

(cf. 4315 - Evaluation/Supervision)

During the term of the contract and with the consent of the employee involved, the Board may reelect or reemploy the employee starting on the next succeeding first day of July and based on terms and conditions mutually agreed upon by the Board and the employee. (Education Code 35031)

If the Board decides not to reelect or reemploy the Superintendent, a deputy, associate, or assistant superintendent, or a senior manager of the classified service upon the expiration of his/her term, it shall notify the employee in writing 45 days prior to the expiration of the term of the contract. (Education Code 35031)

(cf. 4112.9/4212.9/4329.9 – Employee Notifications)

Termination of Contract

The Board may terminate an employment contract prior to its expiration date in accordance with the conditions and process specified in the contract.

Every employee contract shall include a provision specifying the legal maximum cash settlement that the employee may receive in the event that the Board finds it necessary to terminate the contract prior to its expiration date. (Government Code 53260)

(cf. 4117.5/4217.5/4317.5 - Termination Agreements)

In addition, all employee contracts shall include a provision that, if the employee is convicted of a crime involving an abuse of his/her office or position, he/she shall fully reimburse the district for payments he/she receives as paid leave salary pending investigation or as cash settlement upon his/her termination and for any funds expended by the district in his/her criminal legal defense. (Government Code 53243-53243.4, 53260)

Legal Reference: (see next page)

CONTRACTS (continued)

Legal Reference:

EDUCATION CODE

35030 Title of deputy, associate or assistant superintendent for certain positions

35031 Term of employment

44842 Automatic declining of employment

44843 Notice of employment (to county superintendent)

44929.20 Continuing contract

44951 Continuation in position unless notified

GOVERNMENT CODE

3511.1-3511.2 Local agency executives

53243-53243.4 Abuse of office

53260-53264 Employment contracts

54953 Oral summary of recommended salary and benefits of district executive

54954 Time and place of regular meetings

54956 Brown Act - Open meeting laws; special meetings

54957 Closed session, personnel matters

ATTORNEY GENERAL OPINIONS

57 Ops. Cal. Atty. Gen. 209 (1974)

Management Resources:

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

CSBA PUBLICATIONS

Maximizing School Board Governance: The Board's Relationship to District Staff, 2007

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Office of the Attorney General: <http://oag.ca.gov>

Policy
adopted: September 4, 2007
revised: September 1, 2015
revised: August 15, 2017

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

SCIENCE INSTRUCTION

The Board of Trustees believes that science education should focus on giving students an understanding of **the biological and physical aspects of science**, key scientific concepts, and **methods of a capacity for scientific ways of thinking inquiry and investigation**. Students should become familiar with the natural world and the interrelationship of science, mathematics, and technology, **and engineering**. As part of their science instruction, students should learn how to apply scientific knowledge and **reasoning**, ways of thinking for individual and social purposes.

(cf. 0440 – District Technology Plan)

(cf. 5145.8 – Refusal to Harm or Destroy Animals)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6143 - Courses of Study)

(cf. 6162.7 - Use of Technology in Instruction)

Philosophical and religious theories that are based, at least in part, on faith and are not subject to scientific test and refutation shall not be discussed during science instruction.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

The district's academic standards for science instruction shall meet or exceed the California Next Generation Science Standards (CA-NGSS). The Superintendent or designee shall ensure that curricula used in district schools are aligned with these standards and the state curriculum framework.

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

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

The Superintendent or designee shall ensure that students have access to and are enrolled in a broad course of study including science courses.

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee shall provide certificated staff with opportunities to participate in professional development activities designed to enhance their knowledge of district-adopted academic standards, instructional strategies for teaching science, and changes in scientific theories.

(cf. 4131 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall develop and implement appropriate safety measures for science laboratory classes, including, but not limited to, staff and student safety training, use of eye safety devices, hearing protection, first aid procedures, regular equipment maintenance,

SCIENCE INSTRUCTION (continued)

safe use of heat sources, safe use and disposal of hazardous chemicals, proper ventilation, prevention of exposure to bloodborne pathogens from sharp instruments, fire prevention and control, an emergency response plan, and evacuation procedures. Parents/guardians shall be informed of the types of science laboratory activities that will be conducted and encouraged to sign consent forms for their child's participation.

(cf. 3514.1 - Hazardous Substances)

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4157/4257/4357- Employee Safety)

(cf. 5142 - Safety)

The Superintendent or designee shall regularly report to the Board regarding the implementation and effectiveness of the science curriculum at each grade level. At a minimum, each report shall address the extent to which the program is aligned with the CA-NGSS, any applicable student assessment results, and feedback from students, parents/guardians, and staff regarding the program.

(cf. 0500 - Accountability)

(cf. 6162.51 - State Academic Achievement Tests)

Legal Reference:

EDUCATION CODE

8774 Residential outdoor science program

32030-32034 Eye safety

32255-32255.6 Student's right to refrain from harmful or destructive use of animals

33475-33475.5 Model curriculum on stem cell science

49340-49341 Hazardous substances education

51210 Areas of study, grades 1 through 6

51210.3 Elementary science coach

51220 Areas of study, grades 7 through 12

51225.3 High school graduation

52060-52077 Local control and accountability plan

60640-60649 California Assessment of Student Performance and Progress

CODE OF REGULATION, TITLE 5

14030 Science laboratories, design specifications

CODE OF REGULATIONS, TITLE 8

5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan

Management Resources: (see next page)

SCIENCE INSTRUCTION (continued)

Management Resources:

CDE PUBLICATIONS

Science Framework for California Public Schools, 1990

SBE POLICIES

Policy Statement on the Teaching of Natural Sciences, January 13, 1989

CSBA PUBLICATIONS

Supporting Implementation of the California Next Generation Science Standards (CA-NGSS), Governance Brief, November 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Framework for California Public Schools: Kindergarten Through Grade Twelve, 2016

Next Generation Science Standards Systems Implementation Plan for California, 2014

California Next Generation Science Standards, 2013

Science Safety Handbook for California Public Schools, 2012

WEB SITES

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

California Alliance for Next Generation Science Standards: <http://cdefoundation.org/stem/ca4ngss>

California Department of Education: <http://www.cde.ca.gov>

California Science Teachers Association: <http://www.cascience.org>

U.S. Department of Education, STEM Education: <http://www.ed.gov/stem>

Policy
adopted: September 4, 2007
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WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES

The Board of Trustees recognizes that extracurricular and cocurricular activities enrich the educational and social development and experiences of students. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

No extracurricular or cocurricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases. Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. (5 CCR 4925)

Any complaint alleging unlawful discrimination the district's extracurricular and cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

No student shall be prohibited from participating in extracurricular and cocurricular activities related to the educational program because of inability to pay fees associated with the activity, unless specifically authorized by law.

(cf. 3260 - Fees and Charges)

Eligibility Requirements

In order to participate in extra/cocurricular activities, students in grades 6-12 must demonstrate satisfactory citizenship and educational progress including but not limited to:

1. Maintenance of a minimum 2.0 GPA and no more than one "F" for the grading period prior to their participation and for each succeeding grading period during participation (Incoming 9th graders use final 8th grade report card).
2. Maintenance of standards of satisfactory citizenship
3. Maintenance of minimum progress toward meeting high school graduation requirements

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6146.1 - High School Graduation Requirements)

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

If a student/athlete is eligible at the beginning, and becomes ineligible during a season of sport because he/she is below a 2.0 GPA, he/she remains eligible until the Monday after grades are published where a complete GPA is computed.

The Superintendent or designee may grant ineligible students a probationary period not to exceed one semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)

Any decision regarding the eligibility of a homeless student, foster youth, or child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and cocurricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege.

Exception

~~Athletes may apply for academic probation once during their freshmen/sophomore year and once during their junior/senior year. Athletes may not be on probation more than once during the same sport or during consecutive grading periods (between sophomore and junior years). Parents/guardians and student must meet with the assistant principal and complete an academic progress contract before an athlete is eligible to compete.~~

~~To Qualify for Probation (Contract): In order for a student to be eligible, a student with a five period schedule must have a total of 10 grade points (which equals a 2.0 GPA). If not eligible, a contract will be allowed for 7-9 grade points, with no more than one "F".~~

~~To determine grade points: an "A" equals four points; a "B" equals three points; a "C" equals two points; a "D" equals one point. The total number of points is then divided by the number of classes a student has during the grading period.~~

~~Students not meeting the C.I.F. requirement are ineligible until grades are earned at the next grading period.~~

~~Any decision regarding the eligibility of any child in foster care or a child of a military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.~~

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

~~(cf. 6173.1 - Education for Foster Youth)~~

~~(cf. 6173.2 - Education of Children of Military Families)~~

~~The Superintendent or designee may revoke a student's eligibility for participation in extra/cocurricular activities when a student's poor citizenship is serious enough to warrant loss of this privilege.~~

Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and/or cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

~~(cf. 5131 - Conduct)~~

~~(cf. 5131.1 - Bus Conduct)~~

~~(cf. 5144 - Discipline)~~

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

~~(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))~~

~~(cf. 6145.2 - Athletic Competition)~~

Annual Policy Review

The Board shall annually review this policy and implementing regulations. **(Education Code 35160.5)**

Legal Reference: see next page

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)*Legal Reference:*EDUCATION CODE

35145 Public meetings

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

48850 Participation of **homeless students and foster youth** in extracurricular activities and interscholastic sports

48930-48938 Student organizations

49010-49013 Student fees

49024 Activity Supervisor Clearance Certificate

49700-49704 Education of children of military families

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

COURT DECISIONSHartzell v. Connell, (1984) 35 Cal. 3d 899*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSPupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURECompact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009COMMISSION ON TEACHER CREDENTIALING PUBLICATIONSInformation on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC),Coded Correspondence 10-11, July 20, 2010CDE LEGAL ADVISORIES001-90 Access to School-Related Activities and Events by Disabled Students, LO: 3-0409-87 Requirements for Pupil Participation in Extracurricular and Cocurricular activities, AB 2613,CIL: 86/87-11WEB SITESCSBA: <http://www.csba.org>California Association of Directors of Activities: <http://www.cada1.org>California Department of Education, Educational Options Office: <http://www.cde.ca.gov/ls/pf/me>California Department of Education, Foster Youth Services: <http://www.cde.ca.gov/ls/pf/fy/>California Department of Education: <http://www.cde.ca.gov>California Interscholastic Federation: <http://www.cifstate.org>Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Policy
 adopted: September 4, 2007
 revised: March 6, 2012
 revised: May 5, 2015
 revised: August 15, 2017

WESTERN PLACER UNIFIED SCHOOL DISTRICT
 Lincoln, California

ATHLETIC COMPETITION

The Board of Trustees recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social and emotional well-being and character development of participating students. The **district's** athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 5030 - Student Wellness)

(cf. 5137 - Positive School Climate)

(cf. 6142.7 - Physical Education)

(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 1325 - Advertising and Promotion)

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

(cf. 3290 - Gifts, Grants and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices **prohibited by in accordance with state and federal law, including, but not limited to, the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname.** The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for males and females, **and that students are permitted to participate in athletic activities consistent with their gender identity.**

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

ATHLETIC COMPETITION (continued)

California Interscholastic Federation

Any district school that participates in the California Interscholastic Federation (CIF) shall conduct its athletic activities in accordance with CIF bylaws and rules and any applicable district policy and regulation. ~~The Board maintains membership in CIF and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulation and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for the site-level decisions, as appropriate.~~

~~Upon recommendation of the Superintendent, the Board shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.~~

The Board shall annually designate a representative to the local CIF league from each school that participates in CIF sports. The Superintendent or designee shall recommend a candidate for the position who demonstrates an understanding of the district's goals for student learning and interscholastic activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and interpersonal communication and leadership skills.

~~The Superintendent or designee shall ensure that the district representatives to CIF report regularly to the Board on league, section and statewide issues, as well as activities and prospective actions related to athletics.~~

The designated representative(s) shall vote on issues that impact interscholastic athletics at the league and section levels, perform any other duties required by the CIF league, and report regularly to the Board on league, section, and statewide issues related to athletic programs.

(cf. 0500 - Accountability)

Student Eligibility

Eligibility requirements for participation in the district's interscholastic athletic program, including eligibility **requirements pertaining to academic achievement, shall be for a** ~~child in foster care or a child of a military family,~~ are the same as those set by the district for participation in extracurricular and cocurricular activities.

ATHLETIC COMPETITION (continued)

(cf. 3530 - Risk Management/Insurance)
(cf. 5111.1 - District Residency)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6173 – Education for Homeless Children)
~~*(cf. 6162.52 – High School Exit Examination)*~~
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by the CIF satisfy CIF eligibility requirements.

Students shall not be charged a fee to participate in an athletic program, **including, but not limited to, a fee to cover the cost of uniforms, lockers, or athletic equipment.**

(cf. 3260 – Fees and Charges)
(cf. 5143 – Insurance)

Sportsmanship

The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct as **Ethics** adopted by the California Interscholastic Federation (CIF).

Students and staff may be subject to disciplinary action for improper conduct.

(cf. 3515.2 – Disruptions)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.4 - Student Disturbances)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

Students shall have a medical clearance before participating in the interscholastic athletic program. Care shall be taken to ensure that all athletic trainings and competitions are

ATHLETIC COMPETITION (continued)

conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)
(cf. 5131.63 - Steroids)
(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - School Health Services)
(cf. 5141.7 - Sun Safety)
(cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 - Safety)

In the event that of an injury or a perceived imminent risk to a student's health, occurs such as a concussion or pass out, fainting, or other sign of sudden cardiac arrest, during or immediately after an athletic activity, the coach or any other appropriate district employee who is present shall remove the student athlete from activity, observe universal precautions in handling blood or other bodily fluid, and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
(cf. 5141.22 - Infectious Diseases)

Whenever an injury is suffered by a student, the Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

Legal Reference: (see next page)

ATHLETIC COMPETITION (continued)*Legal Reference:*EDUCATION CODE*200-261 Prohibition of discrimination on the basis of sex**270-271 Athletes' Bill of Rights**17578 Cleaning and sterilizing of football equipment**17580-17581 Football equipment****32220-32224 Insurance for athletic teams, especially:****32221.5 Required insurance for athletic activities**33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program**33354 CDE authority over interscholastic athletics****33479-33479.9 The Eric Parades Sudden Cardiac Arrest Prevention Act****35160.5 District policies; rules and regulations*~~*35161 Powers and duties generally*~~*35179 Interscholastic athletics****35179.1 California High School Coaching Education and Training Program******35179.5 interscholastic athletics; limitation on full-contact practices****48850 Interscholastic athletics; student in foster care**48900 Grounds for suspension and expulsion**48930-48938 Student organizations****49010-49013 Student fees****49020-49023 Athletic programs; legislative intent, equal opportunity**49030-49034 Performance-enhancing substances**49458 Health examinations, interscholastic athletic program**49475 Health and safety, concussions and head injuries**49700-49701 Education of children of military families**51242 Exemption from physical education for high school students in interscholastic athletic program**Legal Reference: (continued)*PENAL CODE*245.6 Hazing*CODE OF REGULATIONS, TITLE 5*4900-4965 Nondiscrimination in elementary and secondary education programs**4920-4922 Nondiscrimination in intramural, interscholastic, and club activities**5531 Supervision of extracurricular activities of pupils**5590-5596 Employment of noncertificated coaches*UNITED STATES CODE, TITLE 20*1681-1688 Discrimination based on sex or blindness, Title IX*CODE OF FEDERAL REGULATIONS, TITLE 34*106.31-106.42 Discrimination on the basis of sex in education programs or activities prohibited**106.33 Comparable facilities**106.41 Nondiscrimination in athletic programs*COURT DECISIONS*Mansourian v. Regents of University of California, (2010) 594 F. 3d 1095**Kahn v. East Side Union High School District, (2004) 31 Cal. 4th 990**McCormick v. School District of Mamaroneck, (2004) 370 F.3d 275****Kahn v. East Side Union High School District, (2003) 31 Cal. 4th 990****Hartzell v. Connell, (1984) 35 Cal. 3d 899**Management Resources: (see next page)*

ATHLETIC COMPETITION (continued)

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Discrimination, March 2017

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011

A School Board Member's Guide to CIF and Interscholastic Sports, 1997

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

California Interscholastic Federation Constitution and Bylaws,

A Guide to Equity in Athletics

Guidelines for Gender Identity Participation

Keep Their Heart in the Game: A Sudden Cardiac Arrest Information Sheet for Athletes and Parents/Guardians

Pursuing Victory with Honor, 1999

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Heads Up: Concussion in High School Sports, Tool Kit, June 2010

Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

Acute Concussion Evaluation (ACE) Care Plan, 2006

U.S. DEPARTMENT OF EDUCATION FOR CIVIL RIGHTS PUBLICATIONS

Withdrawal of Dear Colleague Letter on Transgender Students, Dear Colleague Letter, February 22, 2017

Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague letter, April 20, 2010

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

California Interscholastic Federation: <http://www.cifstate.org>

Centers for Disease Control and Prevention, Concussion Resources: <http://www.cdc.gov/concussion>

National Federation of State High School Associations: <http://www.nfhs.org>

National Operating Committee on Standards for Athletic Equipment: <http://www.nocsa.org>

U.S. Anti-Doping Agency: <http://www.usada.org>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

Policy

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revised: August 15, 2017

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Lincoln, California

ATHLETIC COMPETITION**Nondiscrimination and Equivalent Opportunities in the Athletic Program**

No student shall be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics on the basis of actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race, ancestry, national origin, religion, color, mental or physical disability, or any other basis specified in law. (Education Code 220, 221.5, 230; 5 CCR 4920; 34 CFR 106.41)

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

(cf. 5145.3 – Nondiscrimination/Harassment)

The Superintendent or designee may provide single-sex teams where selection for the teams is based on competitive skills. (5 CCR 4921 4621; 34 CFR 106.41)

Each student shall be allowed to participate in any single-sex athletic program or activity consistent with his/her gender identity and for which he/she is otherwise eligible to participate, irrespective of the gender listed on the student's records. **(Education Code 221.5)**

(cf. 5125 – Student Records)

When a school provides only one team in a particular sport for members of one sex, but provides no team in the same sport for members of the other sex, and athletic opportunities in the total program for that sex have been previously limited, members of the excluded sex shall be allowed to try out and compete with the team. The same standards for eligibility shall be applied to every student trying out for the team, regardless of sex, sexual orientation, gender, gender identity, gender expression, or other protected group status. (5 CCR 4921; 34 CFR 106.41)

~~When determining whether~~ **The Superintendent or designee shall ensure that** equivalent opportunities are available to both sexes in athletic programs; ~~the Superintendent or designee shall by considering~~, among other factors: (5 CCR 4922; 34 CFR 106.41)

1. Whether the selection of sports and levels of competition offered effectively accommodate the interests and abilities of both sexes

~~The athletic program shall be considered to~~ **may be found** effectively accommodate the interests and abilities of both sexes **using any one of the following tests:** ~~if it meets one of the following criteria:~~ (Education Code 230)

- a. **Whether** ~~the~~ interscholastic-level participation opportunities for male and female students are provided in numbers substantially proportionate to their respective enrollments.

ATHLETIC COMPETITION (continued)

- b. When the members of one sex have been and are underrepresented among interscholastic athletes, the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex.
 - c. When the members of one sex are currently underrepresented among interscholastic athletes and the district cannot show a history and continuing practice of program expansion as required in item #b above, the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program.
- 2. The provision and maintenance of equipment and supplies
- 3. Scheduling of games and practice times, selection of the season for a sport, and location of the games and practices
- 4. Travel and per diem allowances
- 5. Opportunities to receive coaching and academic tutoring
- 6. Assignment and compensation of coaches and tutors
- 7. Provision of locker rooms, practice and competitive facilities
- 8. Provision of medical and training facilities and services
- 9. Provision of housing and dining facilities and services
- 10. Publicity
- 11. Provision of necessary funds

~~Beginning with the 2015-16 school year and every year thereafter, e~~Each school that offers competitive athletics shall, **at the end of the school year**, post the following information on its school web site, or on the district web site if the school does not have a web site, **the following information:** ~~at the end of the school year:~~ (Education Code 221.9)

- 1. The total enrollment of the school, classified by gender
- 2. The number of students enrolled at the school who participate in competitive athletics, classified by gender

ATHLETIC COMPETITION (continued)

3. The number of boys' and girls' teams, classified by sport and by competition level

(cf. 1113 – District and School Web Sites)

The data reported for items #1-3 above shall reflect the total number of players on a team roster on the official first day of competition. The materials used to compile this information shall be retained by the school for at least three years after the information is posted on the web site. (Education Code 221.9)

(cf. 3580 – District Records)

~~Health and Safety~~ Concussions and Head Injuries

The Superintendent or designee shall annually distribute to student athletes and their parents/guardians an information sheet on concussions and head injuries. The student and parent/guardian shall sign and return the information sheet before the student's initiating practice or competition. (Education Code 49475)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall provide training to coaches, athletic trainers, and/or school nurses regarding concussion symptoms, prevention, and appropriate response.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

If a student athlete is suspected of sustaining a concussion or head injury in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day. The student shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider trained in the management of concussions and receives the health care provider's written clearance to return to the activity. If the health care provider determines that the athlete sustained a concussion or a head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider. (Education Code 49475)

The Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

A middle school or high school football team shall not hold a full-contact practice during the off-season and shall not conduct more than two full-contact practices per week during the preseason and regular season (from 30 days before the commencement of the regular season until the completion of the final interscholastic football game of that season). In addition, the full-contact portion of a practice shall not exceed 90 minutes in any single day. For these purposes, *full-contact practice* means a practice where drills or live action is conducted that

ATHLETIC COMPETITION (continued)

involves collisions at game speed, where players execute tackles and other activity that is typical of an actual tackle football game. (Education Code 35179.5)

Sudden Cardiac Arrest

The Superintendent or designee shall distribute the California Interscholastic Federation (CIF) information sheet on sudden cardiac arrest to all student athletes who will be participating in a CIF-governed athletic activity and to their parents/guardians. The student and parent/guardian shall sign and return the information sheet prior to the student's participation in the athletic activity. If an athletic activity is not covered by the CIF, the student and his/her parent/guardian shall, prior to participating in the athletic activity, sign and return an acknowledgement that they have received and reviewed the sudden cardiac arrest information posted on the California Department of Education's web site. (Education Code 33479.2, 33479.3)

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding the nature and warning signs of sudden cardiac arrest. (Education Code 33479.6, 33479.7, 35179.1, 49032)

If a student athlete passes out or faints, or is known to have passed out or fainted, while participating in or immediately following his/her participation in an athletic activity, the student shall be removed from participation at that time. If a student exhibits any other symptoms of sudden cardiac arrest, including seizures during exercise, unexplained shortness of breath, chest pains, dizziness, racing heart rate, or extreme fatigue, he/she may be removed from participation by a coach or other employee who observes these symptoms. If any such symptoms are observed, notification shall be given to the student's parent/guardian so that the parent/guardian can determine the treatment, if any, the student should seek. A student who has been removed from participation shall not be permitted to return until he/she is evaluated and given written clearance to return to participation by a health care provider. (Education Code 33479.2, 33479.5)

Additional Parent Notifications

Before a student participates in interscholastic athletic activities, the Superintendent or designee shall, in addition to provide his/her parents/guardians with information on the signs and symptoms of concussions and sudden cardiac arrest as described above, send a notice to the student's parents/guardians which:

1. Contains information about the procedures for filing a discrimination complaint that arises out of an interscholastic athletic activity, including the name of the district's Title IX Coordinator

(cf. 1312.3 - Uniform Complaint Procedures)

ATHLETIC COMPETITION (continued)

2. Includes a copy of **students' Title IX rights** ~~the Athletes' Bill of Rights~~ pursuant to Education Code ~~271~~ **221.8**
3. Explains that there is an element of risk associated with all athletic competitions and that the district cannot guarantee that students will not be injured, despite its commitment to provide for every participant's health and welfare

(cf. 3530 - Risk Management/Insurance)

4. Provides information about insurance protection pursuant to Education Code 32221.5

(cf. 5143 - Insurance)

5. Requests parental permission for the student to participate in the program and, if appropriate, be transported by the school to and from competitions

(cf. 3541.1 - Transportation for School-Related Trips)

6. States the ~~Board of Trustee's~~ **district's** expectation that students adhere strictly to all safety rules, regulations and instructions, as well as rules and guidelines related to conduct and sportsmanship

(cf. 5144 - Discipline)

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

7. Includes a copy of the local California Interscholastic Federation (**CIF**) league rules
8. Includes information about the CIF bylaw and district policy requiring any student athlete and his/her parent/guardian to sign a statement that the student will not use **steroids, unless prescribed by a licensed health care practitioner, or prohibited dietary supplements that include substances** banned by the U.S. Anti-Doping Agency

(cf. 5131.63 - Steroids)

Regulation
approved: October 21, 2008
revised: April 1, 2014
revised: October 20, 2015
revised: August 15, 2017

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

WORK EXPERIENCE EDUCATION

The Governing Board desires to facilitate the preparation of secondary school students for college and career by providing work-based learning opportunities which link classroom learning with real-world experiences. **The district's work-based learning program opportunities offered by the district shall be designed to teach students the skills, attitudes, and knowledge necessary for successful employment and to reinforce mastery of both academic and career technical education (CTE) standards.**

(cf. 6000 - Concepts and Roles)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6178 - Career Technical Education)

(cf. 6178.2 - Regional Occupational Center/Program)

~~Work-based learning opportunities offered by the district may include paid and/or unpaid work experiences, including, but not limited to, work experience education as defined in Education Code 51764, cooperative CTE or community classrooms as defined in Education Code 52372.1, job shadowing as defined in Education Code 51769, student internships, apprenticeships, service learning, employment in social/civic or school-based enterprises, and technology-based or other simulated work experiences.~~

The district's work-based learning program may offer opportunities for paid and/or unpaid work experiences, including, but not limited to:

1. **Work experience education as defined in Education Code 51764**
2. **Cooperative CTE or community classrooms as defined in Education Code 52372.1**
3. **Job shadowing experience as defined in Education Code 51769**
4. **Student internships**
5. **Apprenticeships**
6. **Service learning**
7. **Employment in social/civic or school-based enterprises**
8. **Technology-based or other simulated work experiences**

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

The Superintendent or designee may provide students employment opportunities with public and private employers in areas within or outside the district, including in any contiguous state. (Education Code 51768)

WORK-BASED LEARNING (continued)

The Board may elect to pay wages to students participating in a work-based learning program, but shall not make payments to or for private employers except for students with disabilities who are participating in work experience education programs funded by the state for such students. (Education Code 51768)

Any district plan for work-based learning shall be submitted to the Board for approval. When required, the plan shall be submitted to the California Department of Education or other state agency or official.

The Superintendent or designee shall involve local businesses or business organizations in planning and implementing work-based learning opportunities that support the district's vision and goals for student learning and local workforce development efforts. He/she also may work with postsecondary institutions, community organizations, and others to identify opportunities for work-based learning.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 1220 - Citizen Advisory Committees)

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

(cf. 6020 - Parent Involvement)

When required by law, the Superintendent or designee shall develop a written training agreement with the employer that describes the conditions and requirements to be met by all parties and shall develop an individual training plan for each student which outlines the objectives or competencies that the student is expected to accomplish at the work site. (5 CCR 10070-10071, 10087, 10108)

~~District staff shall coordinate with the workplace supervisor or mentor to ensure appropriate guidance and supervision of participating students and maximum educational benefit from placement in the program.~~

To ensure appropriate guidance and supervision of participating students and maximize the educational benefit from placement in any work-based learning program, district staff shall coordinate with the workplace supervisors or mentors.

~~A minor student shall be issued a work permit before beginning~~ **allowed** employment through a paid work-based learning program **only if he/she has been issued a work permit**, in accordance with law, Board policy, and administrative regulation. (Education Code 49113, 49160)

(cf. 5113.2 - Work Permits)

All laws or rules applicable to minors in employment relationships shall be applicable to students enrolled in work-based learning programs. (Education Code 51763)

WORK-BASED LEARNING (continued)

The Superintendent or designee shall ensure that any student participating in a work-based learning program off school grounds is covered under the employer's or district's insurance, as applicable, in the event the student is injured.

(cf. 3530 - Risk Management/Insurance)

(cf. 5143 - Insurance)

The Superintendent or designee shall ensure that any teacher-coordinator of a work-based learning program possesses the appropriate credential issued by the Commission on Teacher Credentialing. (5 CCR 10075, 10080, 10100)

(cf. 4112.2 - Certification)

The Superintendent or designee shall maintain records **related to** ~~for~~ each student's participation in the **district's work-based learning** program, including, but not limited to, the student's individualized training plan, his/her employment hours and job site, work permit if applicable, **the** employer's report of student's attendance and job performance, the teacher-coordinator's consultations and observations, and **reports of** the student's grade and credits earned.

(cf. 5125 - Student Records)

The Superintendent or designee shall periodically report to the Board regarding program implementation and effectiveness, including, but not limited to, rates of student participation in work-based learning programs and assessment results of participating students.

(cf. 0500 - Accountability)

Legal Reference: (see next page)

WORK-BASED LEARNING (continued)

Legal Reference:

EDUCATION CODE

35208 Liability insurance

46144 Minimum school day for vocational training and work experience program

46147 Exception for minimum day; students in last semester or quarter of grade 12

46300 Method of computing ADA

48402 Enrollment in continuation education, minors not regularly employed

49110-49119 Permits to work

19160 Permits to work, duties of employer

51760-51769.5 Work-based learning

52300-52499.66 Career technical education

54690-54697 Partnership academies

56026 Students with exceptional needs

52372.1 Community classrooms and cooperative career technical education programs

LABOR CODE

1285-1312 Employment of minors

1391-1394 Working hours for minors

3070-3099 Apprenticeship

3200-6002 Workers' compensation and insurance

CODE OF REGULATIONS, TITLE 5

1635 Credit for work experience education

10070-10075 Work experience education

10080-10090 Community classrooms

10100-10111 Cooperative career technical education programs

UNITED STATES CODE, TITLE 20

2301-2414 Carl D. Perkins Career and Technical Education Act of 2006

CODE OF FEDERAL REGULATIONS, TITLE 29

570.35a Work experience programs

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Work Experience Education Guide

California Career Technical Education Model Curriculum Standards, 2013

Multiple Pathways to Student Success: Envisioning the New California High School, 2010

2008-2012 California State Plan for Career Technical Education, 2008

Career Technical Education Framework for California Public Schools: Grades Seven Through Twelve, 2007

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Child Labor Laws, 2000-2013

WEST ED PUBLICATIONS

Work-Based Learning in California: Opportunities and Models for Expansion, 2009

WEB SITES

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

California Association of Work Experience Educators: <http://www.cawee.org>

California Department of Education, Work Experience Education: <http://www.cde.ca.gov/ci/ct/we>

California Department of Industrial Relations: <http://www.dir.ca.gov>

Linked Learning Alliance: <http://www.linkedlearning.org>

WestEd: <http://www.wested.org>

Policy

adopted: September 4, 2007

revised: March 17, 2015

revised: August 15, 2017

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Lincoln, California

WORK BASED LEARNING**Work Experience Education**

The district's work experience education (WEE) program shall consist of one or more of the following types of unpaid and paid on-the-job experiences: (~~Education Code 51764~~; 5 CCR 10071)

1. *Exploratory WEE* which provides students with a combination of classroom instruction in WEE and unpaid opportunities to observe and sample systematically a variety of conditions of work for the purpose of ascertaining their interest and suitability for the occupation they are exploring

The length of exploratory ~~work-experience~~ WEE assignments may vary depending on the aptitude of the student, the occupation being explored, the facilities of the work station, and the job classification. A student may not participate in an exploratory ~~work-experience~~ WEE assignment if he/she receives pay for like work at the same work station or similar job outside of the WEE program.

2. *General WEE* which has as its purpose the application of basic skills of reading, writing, and computation and which enables students to acquire general and specific occupational skills through a combination of supervised paid employment in any occupational field and related classroom instruction in WEE
3. *Career technical WEE* which reinforces and extends career learning opportunities for students through a combination of related classroom instruction in WEE and supervised paid or unpaid employment in the occupation for which their career technical course in school prepares them

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6178 - Career Technical Education)

~~The Superintendent or designee shall develop and present to the Governing Board for approval a district plan for WEE in accordance with 5 CCR 10070.~~

~~Employment opportunities may be provided by any public or private employer in areas within or outside the district, either within California or in a contiguous state. (Education Code 51768)~~

The student-teacher ratio in the WEE program shall not exceed 125 students per full-time equivalent certificated teacher-coordinator. (Education Code 46300)

The minimum day for students enrolled in a WEE program shall be four periods totaling at least 180 minutes in duration, unless the school or student meets one of the conditions specified in Education Code 46144 or 46147. (Education Code 46144, 46147)

WORK BASED LEARNING (continued)*(cf. 6112 - School Day)**(cf. 6184 - Continuation Education)*

A WEE program offered during the summer shall be conducted in the same time period as the regular summer school program and shall conform to all appropriate laws and regulations applicable to WEE.

(cf. 6177 - Summer School)

Each WEE program shall operate under the supervision of a The teacher-coordinator. **The teacher-coordinator** shall make at least two on-site contacts per semester with each work supervisor or at least one on-site contact during summer school to evaluate student performance. **(Education Code 51764; 5 CCR 10074)**

~~Participating students shall receive at least the equivalent of one instructional period per week of related classroom instruction or counseling by a certificated employee, in sessions scheduled intermittently throughout the semester. (Education Code 51760.3)~~

~~A student shall be granted up to 40 semester periods of credit for WEE within the following limits: (Education Code 51760.3; 5 CCR 1635)~~

Any student who is age 16 years or older and who satisfactorily completes a WEE program with a minimum of one instructional period per week of related classroom instruction or counseling by a certificated employee, in sessions scheduled intermittently throughout the semester, shall be granted up to 40 semester periods of credit for WEE within the following limits: (Education Code 51760.3; 5 CCR 1635)

1. For exploratory WEE, the student may earn 10 semester periods for each semester, with a maximum of 20 semester periods earned in two semesters.
2. For either general or career technical WEE, the student may earn 10 semester periods for each semester, with a maximum of 40 semester periods.

*(cf. 6146.1 - High School Graduation Requirements)**(cf. 6146.11 - Alternative Credits Toward Graduation)*

~~In order to receive credit for satisfactory completion of a general or career technical WEE program, a student shall be age 16 years or older. However, a~~ **Any student who satisfies the above requirements but** is under age 16 may be granted credit under any of the following conditions: (Education Code 51760.3)

1. The student is enrolled in grade 11 or higher.

WORK-BASED LEARNING (continued)

2. The principal certifies that the student **is in needs of immediate work experience the program education** in order to pursue employment opportunities. ~~or to encourage the student's continuing enrollment as a full-time student.~~
3. **The principal certifies that, without being provided an opportunity to enroll in the WEE program, there is a high probability that the student will no longer be enrolled as a full-time student.**

(cf. 5147 - Dropout Prevention)

4. **The student is age 14 years or older and the principal certifies that such credit is necessary for the student's participation in a career technical education (CTE) program.**
35. ~~The student is a student with disabilities who~~ has an individualized education program **(IEP) which** prescribing the type of training for which participation in a WEE program is deemed appropriate.

(cf. 6159 - Individualized Education Program)

~~*(cf. 6184 - Continuation Education)*~~

Cooperative Career Technical Education Program/Community Classrooms

To be eligible for program participation, a student shall be concurrently enrolled in a career technical education (CTE) course or program approved by the California Department of Education and shall meet other criteria specified in 5 CCR 10103 as applicable. (5 CCR 10082, 10103)

At least one instructional period per week of formal CTE classroom instruction shall be provided to participating students. Each CTE instructional period shall be equivalent to a minimum of three regular classroom instructional periods of at least 50 minutes each week. (5 CCR 10085, 10106)

Teachers assigned to the program shall locate and select training stations to provide participating students with unpaid on-the-job learning experiences in the specific occupation related to the approved course or program. (5 CCR 10086, 10107)

~~Related classroom instruction shall be provided in at least one instructional period per week, with a minimum equivalency of three instructional periods, of at least 50 minutes each, per week. (5 CCR 10085, 10106)~~

WORK-BASED LEARNING (continued)

Cooperative CTE Program

The cooperative CTE program teacher shall make at least one visitation every four weeks to each employer to ensure that the provisions of the training agreement are being met and that students are acquiring the competencies identified in their individual training plans. One out of every two visits to the training station shall include an observation of the student engaged in on-the-job training experiences. (5 CCR 10109)

Job Shadowing

The program coordinator shall identify job shadowing placements with the goal of providing students with exposure to a broad range of career options and employment settings.

The program coordinator shall supervise job shadowing activities, including the coordination of the student's and employer's schedules and consultation with the student's other teachers when necessary.

Participating students may attend job shadowing opportunities for ~~no less than three hours and no more than~~ **up to 25 hours but no less than three hours** in one semester, intersession, or summer school session. **However, a student may be permitted to participate for up to 40 hours in one semester, intersession, or summer school session, if the principal certifies that it is necessary for the student's participation in a CTE program.** (Education Code 51769)

GENERAL OBLIGATION BONDS

The Board of Trustees recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students the Board may order an election on the question of whether bonds shall be issued to pay for school facilities.

(cf. 1160 - Political Processes)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

The Board's decision to order a bond election, as well as its determinations regarding the appropriate amount, timing, and structure of the bond issuance, shall be consistent with law and the district's debt management policy.

(cf. 3470 - Debt Issuance and Management)

Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

~~The Board shall determine the appropriate size of the bond in accordance with law.~~

~~When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)~~

Bonds Requiring 55 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55 percent majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55 percent majority of the voters. (Education Code 15266)

(cf. 9323.2 - Actions by the Board)

GENERAL OBLIGATION BONDS (continued)

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the school district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district shall be used only for following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities
3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

1. ~~A requirement~~ **Certification** that proceeds from the sale of the bonds be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses
2. A list of specific school facility projects to be funded and certification that the Board has evaluated safety, class size reduction, and information technology needs in developing that list

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 6151 - Class Size)

3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55 percent majority is approved by the voters, the Board shall appoint an independent citizens' advisory oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

(cf. 1220 - Citizen Advisory Committees)

GENERAL OBLIGATION BONDS (continued)

(cf. 9324 - Minutes and Recordings)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits conducted pursuant to items #3-#4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards. ~~He/she shall~~ **and submitted to the audits to the citizens' oversight committee at the same time they are submitted to him/her and no later than** by March 31 of each year. (Education Code 15286)

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring 66.67 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67 percent majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67 percent majority of the voters. (Education Code 15100)

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

Subject to limits specified in Article 13A, Section 1 of the California Constitution, ~~B~~bonds shall be sold to raise money for the following purposes: (Education Code 15100)

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs
4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity
5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature

GENERAL OBLIGATION BONDS (continued)

6. Permanently improving school grounds
7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans
8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577
9. Purchasing school buses with a useful life of at least 20 years
10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes. (Education Code 15100)

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows that the appropriate majority of the votes is in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

Resolution Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance sale of bonds. In accordance with the law, the resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable, (Education Code 15140; Government Code 53508.6)

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall ~~place disclose~~, as an agenda item at a public meeting **and adopt as part of**, ~~either in~~ the bond issuance resolution, or a separate resolution, **disclosures of the** available funding instruments, the costs and suitability of each, and all of the following information: (Education Code 15146; Government Code 53508.9)

GENERAL OBLIGATION BONDS (continued)

1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), items #1-4 above and the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds shall be included in the resolution to be adopted by the Board. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest
2. A comparison to the overall cost of current interest bonds
3. The reason bonds that allow for the compounding of interest are being recommended
4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). (Government Code 8855)

After the sale, the Board shall be presented with the actual **issuance** cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports

GENERAL OBLIGATION BONDS (continued)

regarding the sale are submitted to the California Debt and Investment Advisory Commission. (Education Code 15146, Government Code 53509.5)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorizes the property tax for that purpose.
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds.

A bond anticipation note ~~The notes~~ may be issued only if the tax rate levied to pay interest on the notes ~~periodically~~ would not cause the district to exceed the tax rate limitations set forth in Education Code 15268 or 15270, as applicable.

Deposit of Bond Proceeds

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

Legal Reference: (see next page)

GENERAL OBLIGATION BONDS (continued)

Legal Reference:

EDUCATION CODE

7054 *Use of district property, campaign purposes*

15100-15254 *Bonds for school districts and community college districts*

15264-15288 *Strict Accountability in Local School Construction Bonds Act of 2000*

17577 *Sewers and drains*

~~17584-1 Deferred maintenance, reports~~

47614 *Charter school facilities*

ELECTIONS CODE

324 *General election*

328 *Local election*

ELECTIONS CODE

324 *General election*

328 *Local election*

341 *Primary election*

348 *Regular election*

356 *Special election*

357 *Statewide election*

1302 ~~School district~~ **Local election**

15372 *Elections official certificate*

GOVERNMENT CODE

1090-1099 *Prohibitions applicable to specified officers*

1125-1129 *Incompatible activities*

8855 *California Debt and Investment Advisory Commission*

53506-53509.5 *General obligation bonds*

53580-53595.5 *Bonds*

54952 *Definition of legislative body, Brown Act*

CALIFORNIA CONSTITUTION

Article 13A, Section 1 *Tax limitation*

Article 16, Section 18 *Debt limit*

CODE OF FEDERAL REGULATIONS, TITLE 17

240.10b-5 *Prohibition against fraud or deceit*

240.15c2-12 *Municipal securities disclosure*

COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified

School District, (2006) 139 Cal.App.4th 1356

ATTORNEY GENERAL OPINIONS

99 *Ops. Cal. Atty. Gen. 18 (2016)*

88 *Ops. Cal. Atty. Gen. 46 (2005)*

87 *Ops. Cal. Atty. Gen. 157 (2004)*

Management Resources: (see next page)

GENERAL OBLIGATION BONDS (continued)

Management Resources:

CSBA PUBLICATIONS

California's Challenge: Adequately Funding Education in the 21st Century, December 2015

Bond Sales - Questions and Considerations for Districts, Governance Brief, December 2012

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

GOVERNMENT FINANCE OFFICERS ASSOCIATION PUBLICATIONS

An Elected Official's Guide to Debt Issuance, 2nd Ed., 2016

Understanding Your Continuing Disclosure Responsibilities, Best Practice, September 2015

Investment of Bond Proceeds, Best Practice, September 2014

Selecting and Managing Municipal Advisors, Best Practice, February 2014

Debt Management Policy, Best Practice, October 2012

Analyzing and Issuing Refunding Bonds, Best Practice, February 2011

WEB SITES

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

California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>

California Department of Education: <http://www.cde.ca.gov>

California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Government Finance Officers Association: <http://www.gfoa.org>

Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA):
<http://www.emma.msrb.org>

Policy

adopted: September 4, 2007

revised: November 6, 2012

revised: November 5, 2013

revised: November 18, 2014

revised: April 21, 2015

revised: August 15, 2017

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Lincoln, California