

**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**

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

**DISTRICT ADMINISTRATION**

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

<b>School</b>	<b><u>STUDENT ENROLLMENT</u></b>		
	<b>2012/13 CEBEDS</b>	<b>9/4/2014</b>	<b>10/1/2014</b>
Sheridan Elementary (K-5)	84	79	79
First Street Elementary (K-5)	465	473	467
Carlin C. Coppin Elementary (K-5)	412	382	396
Creskide Oaks Elementary (K-5)	559	605	615
Twelve Bridges Elementary (K-5)	717	646	644
Foskett Ranch Elementary (K-5)	552	468	467
Lincoln Crossing Elementary (K-5)	684	674	666
Glen Edwards Middle School (6-8)	686	802	801
Twelve Bridges Middle School (6-8)	853	804	805
Lincoln High School (9-12)	1,516	1,649	1,644
Phoenix High School (10-12)	65	70	74
<b>TOTAL</b>	<b>6593</b>	<b>6,652</b>	<b>6,658</b>

**Fee Based Programs**

Twelve B.E. 23 A.M.  
 First Street 12 A.M./10 P.M.

**Pre-K/Special Ed**

Foskett 12  
 First Street 8  
 FSS PPPIP 40

**Parent Education** 161

**State Preschool**

First & L Street 24 A.M. /24 P.M.  
 Carlin Coppin 24 A.M.  
 Sheridan 12 A.M.

**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**  
October 21, 2014, 7:00 P.M.  
Twelve Bridges Middle School – Multi-Purpose Room  
770 Westview Drive, Lincoln, CA 95648

## AGENDA

**2013-2014 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** – Twelve Bridges Middle School – Multi Purpose Room

### **6:35 P.M.**

2. **CLOSED SESSION** – Twelve Bridges Middle School – Office Conference Room

- 2.1 **CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Ryan Davis, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

- 2.2 **PERSONNEL**

Public Employee Employment/Discipline/Dismissal/Release

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

3. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE**—Twelve Bridges Middle School, Multi-Purpose Room  
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

- 3.1 **CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Ryan Davis, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

- 3.2 **PERSONNEL**

Public Employee Employment/Discipline/Dismissal/Release

4. **SPECIAL ORDER OF BUSINESS**

School Being Featured: Twelve Bridges Middle School

October 21, 2014

Agenda**5. CONSENT AGENDA****NOTICE TO THE PUBLIC**

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

- 5.1 Classified Personnel Report
- 5.2 Certificated Personnel Report
- 5.3 Report of Disclosure Requirements for Quarterly Reports of Investments.
- 5.4 Waiver Request and Affidavit – Request for Allowance of Attendance Because of Emergency Conditions at Carlin C. Coppin Elementary School on October 1, October 2, October 3 and October 6, 2014.
- 5.5 Ratification of Contract with Silverado Stages – Transportation Services Shakespeare Festival Lincoln High School Field Trip.
- 5.6 Ratification of Contract with Lifetouch School Photography Services.
- 5.7 Contract with SchoolWorks, Inc. for Geographical Informational Systems (GIS) for the 2014/2015 Fiscal Year.
- 5.8 Ratify Increase of contract between Sierra Foothills Academy and WPUSD – August 25, 2014 through June 30, 2015.
- 5.9 Ratify Increase of Contract between Placer Learning Center and WPUSD – September 11, 2014 through June 30, 2015.
- 5.10 Ratify Contract between School Steps Inc. and WPUSD – September 2, 2014 through June 30, 2015.
- 5.11 Ratify Contract between Mediscan Inc. and WPUSD – October 1, 2014 through April 1, 2015.
- 5.12 Approval of Contract with Works International – Public School Works.

*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, but within the board's subject matter jurisdiction. The Board is not allowed to take action on any item, which is not on the agenda except as authorized by Government Code Section 54954.2. Request forms for this purpose "Request to Address Board of Trustees" are located at the entrance to the Multi-Purpose Room. Request forms are to be submitted to the Board Clerk prior to the start of the meeting.

**7. REPORTS & COMMUNICATION**

- 7.1 Lincoln High School Student Advisory – Jillian Loya
- 7.2 Western Placer Teacher's Association – Tara McCroskey
- 7.3 Western Placer Classified Employee Association – Mike Kimbrough
- 7.4 Superintendent - Scott Leaman

**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 Performing Arts Theater. Request forms are to be submitted to the Board Clerk before each item is discussed.

**Agenda**

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- 8.1 Information/** **2013-2014 ACCOUNTABILITY DATA – Callahan (14-15 G & O Component I, II, III, IV, V)**  
●The California Department of Education (CDE) has released limited accountability data for the 2013-2014 school year due to the transition from the Standardized Testing and Reporting (STAR) program to the California Assessment of Standardized Testing and Reporting (STAR) program to the California Assessment of Student Performance and Progress (CAASPP) System.
- 8.2 Discussion/** **CONSIDER APPROVING REVISED JOB DESCRIPTION FOR**  
**Action** **DIRECTOR OF FACILITIES – Davis (14-15 G & O Component I, II, III, IV, V)**  
●As a part of the ongoing review of job descriptions and the needs of the school sites and the District there were some slight revisions necessary for the Director of Facilities job description as we are currently in the process of filling this position. This revision includes only minor changes to the wording of the job description.
- 8.3 Discussion/** **CONSIDER APPROVING REVISED/NEW JOB DESCRIPTION FOR**  
**Action** **BUSINESS/PERSONNEL ADMINISTRATIVE ASSISTANT POSITION – Davis (14-15 G & O Component I, II, III, IV, V)**  
●After the recent vacancy in the Business Administrative Assistant position, District Administration reviewed the overall needs of the District Office and the Business and Personnel Departments and determined that the position should be split between the Business and Personnel Departments in order to maximize the efficiencies of this position.
- 8.4 Information/** **2014-15 DISTRICT GOALS AND OBJECTIVES – Leaman (14-15 G & O Component I, II, III, IV, V)**  
**Action**  
●After review at the last Board meeting, the 2014-15 objectives based on district goals are being presented to the Board at time for approval.

**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.

- Twelve Bridges High School
- Lincoln Crossing Elementary South/Facilities Update
- Foreign Exchange Students Criteria
- Community Information Breakfast (*Springtime*)

**9.2 BOARD MEMBER REPORTS/COMMENTS**

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

The President will establish the following meeting(s):

- **November 4, 2014 7:00 P.M.**, Regular Meeting of the Board of Trustees – Lincoln High School
- **November 18, 2014 7:00 P.M.**, Regular Meeting of the Board of Trustees – Foscett Ranch School

**11. ADJOURNMENT**

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

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

# Western Placer Unified School District

## CLOSED SESSION AGENDA

Place: Twelve Bridges Middle School – Front Office Conference Room

Date: Tuesday, October 21, 2014

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

Ryan Davis, 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:**

Ryan Davis

Assistant Superintendent  
of Personnel Services

**ENCLOSURES:**

No

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

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

**ADMINISTRATION RECOMMENDATION:**

Administration recommends the board of trustees be updated on negotiations.

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

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**SUBJECT:**

PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/  
DISMISSAL/RELEASE

**AGENDA ITEM AREA:**

Closed Session

**REQUESTED BY:**

Ryan Davis  
Assistant Superintendent of Personnel Services

**ENCLOSURES:**

No

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

Yes

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**BACKGROUND:**

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

**RECOMMENDATION:**

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

**SPECIAL  
ORDER  
OF  
BUSINESS**

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

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**SUBJECT:**

Featured School:  
Twelve Bridges Middle School

**AGENDA ITEM AREA:**

Special Order of Business

**REQUESTED BY:**

Scott Leaman,  
Superintendent

**ENCLOSURES:**

No

**DEPARTMENT:**

Administration

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

October 21, 2014

**ROLL CALL VOTE:**

No

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**BACKGROUND:**

Twelve Bridges Middle School will share a short presentation to the Board of Trustees.

**RECOMMENDATION:**

Administration recommends the Board of Trustees enjoy the presentation.



**TWELVE BRIDGES  
MIDDLE SCHOOL**

770 Westview Dr.  
Lincoln, CA 95648

Phone (916) 434-5270  
Fax (916) 434-5273

*Principal*  
Daniela Thompson

*Assistant  
Principal*  
Randy Woods



**WESTERN  
PLACER  
UNIFIED  
SCHOOL  
DISTRICT**

600 Sixth Street  
Suite 400  
Lincoln, CA 95648

Phone (916) 645-6350  
Fax (916) 645-6356

*Superintendent*  
Scott Leaman

October 10, 2014

Re: WPUUSD School Board Meeting  
Tuesday, October 21, 2014  
7:00pm, TBMS Multipurpose Room

**Agenda**

**Pledge of Allegiance:**

✓ Tristan Conn, ASB President

**Welcome, New Programs, and Areas of Pride:**

✓ Daniela Thompson, Principal

**Student Body Activities and Update:**

✓ Tristan Conn, ASB President

**The 40 Book Challenge: Concept, Implementation, and Inspiration:**

- ✓ Dawn McKinney, 6<sup>th</sup> Grade ELA and History Teacher
- ✓ Ena McKinney, 7<sup>th</sup> Grade Student
- ✓ Matt Ludwick, Father
- ✓ Ellen Ludwick, 6<sup>th</sup> Grade Student

**CONSENT**

**AGENDA**

**ITEMS**

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

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**SUBJECT:**

Classified Personnel Report

**AGENDA ITEM AREA:**

Consent Agenda

**REQUESTED BY:**

Ryan Davis

Assistant Superintendent, Personnel Services



**ENCLOSURES:**

Yes

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

General Fund/Categorical

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

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**BACKGROUND:**

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

**RECOMMENDATION:**

Administration recommends ratification of the classified personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT  
PERSONNEL REPORT**

**October 21, 2014**

**CLASSIFIED/MANAGEMENT**

**New Hires**

- |   |  |
|---|--|
| <b>1. Name:</b> Lori Snyder<br><b>Position:</b> Instructional Aide<br><b>Salary:</b> CSEA, Range 15, Step B<br><b>Hours:</b> 1 Hours/Day<br><b>Days:</b> 10 Months/Year | <b>Effective:</b> 10/13/14<br><b>Site:</b> Creekside Oaks Elementary<br><b>Replacement</b> |
|---|--|

**RESIGNATIONS**

- |  |  |
|--|--|
| <b>1. Name:</b> Rhonda Brauning<br><b>Position:</b> Cafeteria Site Cashier<br><b>Site:</b> Carlin C. Coppin<br><b>Hours:</b> 3 Hours/Day<br><b>Effective:</b> 10/10/14         |  |
| <br>   |  |
| <b>2. Name:</b> Linda Hathaway<br><b>Position:</b> Bus Driver<br><b>Site:</b> Transportation<br><b>Hours:</b> 5.40 Hours/Day<br><b>Effective:</b> 10/31/14                     |  |
| <br>   |  |
| <b>2. Name:</b> Tiffany Tredinnick<br><b>Position:</b> Campus/Café Supervisor<br><b>Site:</b> Twelve Bridges Middle<br><b>Hours:</b> 2 Hours/Day<br><b>Effective:</b> 10/13/14 |  |

5.1.1

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

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**SUBJECT:**

Certificated Personnel Report

**AGENDA ITEM AREA:**

Consent Agenda

**REQUESTED BY:**

Ryan Davis

Assistant Superintendent of Personnel Services



**ENCLOSURES:**

Yes

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

Categorical/General

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

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**BACKGROUND:**

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

**RECOMMENDATION:**

Administration recommends ratification of the certificated personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT**

**PERSONNEL REPORT**

**October 21, 2014**

**CERTIFICATED/MANAGEMENT**

**NEW HIRE:**

1.     **Name:**                     Michelle McIntyre  
       **Position:**             SDC Teacher (6<sup>th</sup> - 8<sup>th</sup>)  
       **FTE:**                     1.0  
       **Effective Date:**       October 20, 2014  
       **Site:**                   Twelve Bridges Middle School
  
2.     **Name:**                     Brenda Travers  
       **Position:**             School Psychologist  
       **FTE:**                     .80  
       **Effective Date:**       October 7, 2014  
       **Site:**                   District Office

**REQUEST FOR LEAVE OF ABSENCE:**

1.     **Name:**                     Jessica Rogers  
       **Position:**             District Nurse  
       **FTE:**                     1.0  
       **Effective Date:**       January 22, 2015  
       **Site:**                   District Office

**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:**

Report of Disclosure Requirements for Quarterly Reports of Investments.

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Audrey Kilpatrick   
Assistant Superintendent of Business Services and Operations

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Business Services

**FINANCIAL INPUT/SOURCE:**

N/A

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

Government Code 53646 requires that if a local agency has placed all of its investments in the Local Agency Investment Fund or in a Federal Deposit Insurance Corporation insured accounts in a bank or savings and loan association, in a county investment pool or any combination of these, the chief financial officer needs to provide to the Board of Trustees the most recent statement of statements received by the local agency from these institutions.

The District maintains its entire reserve in the County of Placer investment pool. Therefore, to meet the requirements of Government Code 53646, the County of Placer Treasurer's Investment Reports are submitted to the District's Board of Trustees on a quarterly basis for their review.

**RECOMMENDATION:**

Accept the report of disclosure requirements for quarterly reports of investments.

Office of  
Jenine Windeshausen  
Treasurer-Tax Collector  
County of Placer

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## COUNTY OF PLACER

### TREASURER'S POOLED INVESTMENT REPORT

For the Month of JULY 31, 2014

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2976 Richardson Drive • Auburn, California 95603  
Tax Collector / Business Licenses (530) 889-4120 • Treasurer (530) 889-4140 • Bonds (530) 889-4146

## **PREFACE**

### **Placer County Treasurer's Pooled Investment Report**

**July 31, 2014**

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

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

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

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

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

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### **Government Code 53646 Compliance Report**

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

Individual securities are priced at the end of each month by Wells Fargo Bank.

The Weighted Average Maturity of the investments with the Treasury is 1,711 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$119,093,266.47 in cash and investments maturing in the next 180 days.

5.3.2



Placer County

General Fund  
Portfolio Management  
Portfolio Summary  
July 31, 2014

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	30,000,000.00	29,580,400.00	29,888,667.54	3.04	1,821	1,074	1.014	1.028
Federal Agency Coupons	584,285,714.29	581,314,177.15	584,390,710.89	59.46	1,819	1,361	1.228	1.245
Medium Term Notes	217,985,000.00	222,824,243.00	221,948,921.57	22.58	1,342	881	1.230	1.247
Negotiable Certificates of Deposit	40,000,000.00	39,998,200.00	40,000,000.00	4.07	219	106	0.200	0.203
Collateralized CDs	9,000,000.00	9,000,000.00	9,000,000.00	0.92	312	200	0.283	0.287
PFA - HELICOPTER	455,084.08	455,084.08	455,084.08	0.05	2,559	619	2.442	2.476
Local Agency Bond	2,038,105.85	2,038,105.65	2,038,105.65	0.21	1,826	1,708	1.880	1.906
Local Agency Bonds	84,055,160.00	84,055,160.00	84,055,160.00	8.55	10,696	7,724	4.010	4.065
mPower Placer	10,942,724.44	10,942,724.44	10,942,724.44	1.11	1	1	3.452	3.500
mPower - Folsom	54,181.18	54,181.18	54,181.18	0.01	1	1	1.250	1.267
Investments	978,815,969.64	980,262,275.50	982,773,555.35	100.00%	2,372	1,711	1.436	1.456

Cash								
Passbook/Checking (not included in yield calculations)	46,093,266.47	46,093,266.47	46,093,266.47		1	1	0.000	0.000
Total Cash and Investments	1,024,909,236.11	1,026,355,541.97	1,028,866,821.82		2,372	1,711	1.436	1.456

Total Earnings	July 31 Month Ending	Fiscal Year To Date
Current Year	1,156,868.19	1,156,868.19
Average Daily Balance	1,080,468,378.40	1,080,468,378.40
Effective Rate of Return	1.26%	1.26%

KIMBERLY HAWLEY, CHIEF DEPUTY TREASURER

Reporting period 07/01/2014-07/31/2014  
Data Updated: FUNDSNAP: 08/08/2014 13:22  
Run Date: 08/08/2014 - 13:22

Portfolio PLCR  
NLI AC  
PM (PRF\_PWL) 7.3.0  
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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**July 31, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>U.S. Treasury Coupons</b>											
912828PJ3	10647	U. S. TREASURY COUPON		12/02/2010	10,000,000.00	10,149,200.00	9,965,028.78	1.375	1.627	486	11/30/2015
912828UJ1	12083	U. S. TREASURY COUPON		05/06/2013	10,000,000.00	9,715,600.00	9,963,582.03	0.625	0.714	1,368	04/30/2018
912828UJ1	12084	U. S. TREASURY COUPON		05/07/2013	10,000,000.00	9,715,600.00	9,960,046.73	0.625	0.701	1,368	04/30/2018
		<b>Subtotal and Average</b>	<b>29,886,750.89</b>		<b>30,000,000.00</b>	<b>29,580,400.00</b>	<b>29,888,667.54</b>		<b>1.014</b>	<b>1,074</b>	
<b>Federal Agency Coupons</b>											
3133ECB45	12038	FEDERAL FARM CREDIT BANK		12/26/2012	10,000,000.00	9,919,300.00	9,983,184.44	0.900	0.908	1,243	12/26/2017
3133ECDE1	12043	FEDERAL FARM CREDIT BANK		01/24/2013	10,000,000.00	9,931,080.00	9,993,042.27	0.940	0.947	1,270	01/22/2018
3133ECEC3	12048	FEDERAL FARM CREDIT BANK		02/06/2013	10,000,000.00	9,957,400.00	10,000,000.00	1.100	1.085	1,285	02/06/2018
3133ECFA7	12049	FEDERAL FARM CREDIT BANK		02/13/2013	10,000,000.00	9,877,300.00	10,000,000.00	1.080	1.065	1,292	02/13/2018
3133ECJX3	12059	FEDERAL FARM CREDIT BANK		03/26/2013	10,000,000.00	9,915,100.00	9,994,520.83	1.040	1.041	1,333	03/26/2018
3133ECL44	12072	FEDERAL FARM CREDIT BANK		04/11/2013	10,000,000.00	9,898,000.00	9,998,152.78	1.000	0.991	1,349	04/11/2018
3133ED3K6	13011	FEDERAL FARM CREDIT BANK		10/03/2013	10,000,000.00	10,019,500.00	9,997,496.94	1.875	1.856	1,523	10/02/2018
3133EDJ24	13015	FEDERAL FARM CREDIT BANK		10/25/2013	10,000,000.00	10,023,800.00	10,013,370.82	2.080	1.876	1,515	09/24/2018
3133ED3K6	13020	FEDERAL FARM CREDIT BANK		11/19/2013	10,000,000.00	10,019,500.00	10,007,308.31	1.875	1.769	1,523	10/02/2018
313380TD9	12013	FEDERAL HOME LOAN BANK		10/16/2012	10,000,000.00	9,923,700.00	10,000,000.00	1.000	0.986	1,172	10/16/2017
3133813R4	12036	FEDERAL HOME LOAN BANK		12/19/2012	10,000,000.00	9,886,200.00	10,000,000.00	1.000	0.986	1,196	11/09/2017
3133826K4	12054	FEDERAL HOME LOAN BANK		02/27/2013	10,000,000.00	9,959,400.00	10,000,000.00	1.000	0.937	1,306	02/27/2018
313382QF3	12069	FEDERAL HOME LOAN BANK		04/09/2013	10,000,000.00	9,851,400.00	9,998,155.56	1.010	1.001	1,347	04/09/2018
313382RQ8	12079	FEDERAL HOME LOAN BANK		04/30/2013	10,000,000.00	9,929,600.00	10,000,000.00	0.750	1.224	1,368	04/30/2018
3130A0EK2	13033	FEDERAL HOME LOAN BANK		12/27/2013	4,285,714.29	4,290,377.15	4,285,714.29	1.000	2.047	1,609	12/27/2018
3130A0P79	13042	FEDERAL HOME LOAN BANK		01/30/2014	10,000,000.00	10,046,400.00	10,043,115.56	2.250	1.934	1,551	10/30/2018
3130A0WU0	13045	FEDERAL HOME LOAN BANK		02/25/2014	10,000,000.00	9,956,200.00	10,000,000.00	1.830	1.805	1,689	02/25/2019
3130A12C1	13049	FEDERAL HOME LOAN BANK		03/20/2014	10,000,000.00	9,988,100.00	10,000,000.00	0.750	2.266	1,692	03/20/2019
3130A15L8	13050	FEDERAL HOME LOAN BANK		03/26/2014	10,000,000.00	9,956,300.00	9,993,020.83	1.000	2.101	1,698	03/26/2019
3130A1FV5	13068	FEDERAL HOME LOAN BANK		04/17/2014	10,000,000.00	9,974,700.00	10,000,000.00	1.250	1.233	1,720	04/17/2019
3130A1NG9	13068	FEDERAL HOME LOAN BANK		04/30/2014	10,000,000.00	9,994,800.00	9,995,252.78	1.250	1.964	1,733	04/30/2019
3134G4JB5	13018	FED HOME LOAN MORT CORP		10/30/2013	10,000,000.00	10,020,500.00	10,000,000.00	1.250	1.917	1,551	10/30/2018
3134G47M4	13028	FED HOME LOAN MORT CORP		12/11/2013	10,000,000.00	9,986,700.00	9,995,703.36	1.500	1.491	1,425	06/26/2018
3134G4QE1	13032	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,018,000.00	10,000,000.00	1.250	1.814	1,609	12/27/2018
3134G4NX2	13035	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,014,100.00	10,000,000.00	1.000	2.003	1,609	12/27/2018
3134G4NX2	13036	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,014,100.00	10,000,000.00	1.000	2.003	1,609	12/27/2018
3136G0B59	12007	FEDERAL NATIONAL MORT. ASSOC.		09/20/2012	10,000,000.00	10,002,000.00	10,000,000.00	0.700	1.080	1,146	09/20/2017
3136G0K34	12008	FEDERAL NATIONAL MORT. ASSOC.		09/25/2012	10,000,000.00	9,995,000.00	10,000,000.00	0.750	0.715	1,151	09/25/2017
3136G0H46	12009	FEDERAL NATIONAL MORT. ASSOC.		09/26/2012	10,000,000.00	10,007,900.00	10,000,000.00	0.600	1.046	1,152	09/26/2017
3136G0N72	12015	FEDERAL NATIONAL MORT. ASSOC.		10/25/2012	10,000,000.00	9,966,400.00	10,000,000.00	0.700	1.029	1,181	10/25/2017

Portfolio PLCR  
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**General Fund**  
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Federal Agency Coupons</b>											
3136G0Y88	12017	FEDERAL NATIONAL MORT. ASSOC.		11/08/2012	10,000,000.00	10,003,360.00	10,000,000.00	0.500	0.990	1,195	11/08/2017
3135G0QW6	12018	FEDERAL NATIONAL MORT. ASSOC.		11/08/2012	10,000,000.00	9,892,200.00	10,000,000.00	1.000	0.985	1,195	11/08/2017
3136G04F5	12024	FEDERAL NATIONAL MORT. ASSOC.		11/21/2012	10,000,000.00	9,986,800.00	10,000,000.00	0.750	1.104	1,208	11/21/2017
3136G12J7	12027	FEDERAL NATIONAL MORT. ASSOC.		12/05/2012	10,000,000.00	9,984,300.00	10,000,000.00	0.850	0.789	1,222	12/05/2017
3136G07K1	12028	FEDERAL NATIONAL MORT. ASSOC.		12/06/2012	10,000,000.00	9,923,500.00	9,996,652.78	0.700	0.998	1,223	12/06/2017
3136G07K1	12029	FEDERAL NATIONAL MORT. ASSOC.		12/06/2012	10,000,000.00	9,923,500.00	10,000,000.00	0.700	0.988	1,223	12/06/2017
3136G12A6	12033	FEDERAL NATIONAL MORT. ASSOC.		12/13/2012	10,000,000.00	9,944,100.00	10,000,000.00	0.750	0.730	1,230	12/13/2017
3136G15C9	12035	FEDERAL NATIONAL MORT. ASSOC.		12/19/2012	10,000,000.00	9,928,600.00	10,000,000.00	0.700	1.094	1,236	12/19/2017
3136G15K1	12039	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	10,007,000.00	10,000,000.00	0.700	0.651	1,244	12/27/2017
3136G18W4	12040	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	9,926,500.00	9,998,637.78	0.650	0.645	1,244	12/27/2017
3136G1BA6	12045	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,947,100.00	9,998,601.11	0.700	1.134	1,278	01/30/2018
3136G1BD0	12046	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,915,300.00	10,000,000.00	0.750	1.031	1,278	01/30/2018
3136G1B57	12047	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,942,200.00	10,000,000.00	0.750	1.031	1,278	01/30/2018
3136G1CU1	12053	FEDERAL NATIONAL MORT. ASSOC.		02/22/2013	10,000,000.00	9,931,100.00	9,989,327.40	0.750	1.135	1,300	02/21/2018
3136G1DB2	12055	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,928,100.00	10,000,000.00	1.000	1.170	1,307	02/28/2018
3136G0UX9	12056	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,910,100.00	10,000,000.00	1.200	1.184	1,307	02/28/2018
3136G1F95	12057	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,980,200.00	9,996,425.00	0.750	1.259	1,307	02/28/2018
3135G0VG5	12058	FEDERAL NATIONAL MORT. ASSOC.		03/13/2013	10,000,000.00	10,022,100.00	10,104,883.33	1.500	1.184	1,320	03/13/2018
3136G1GS2	12060	FEDERAL NATIONAL MORT. ASSOC.		03/27/2013	10,000,000.00	9,999,200.00	10,000,000.00	1.000	0.937	1,334	03/27/2018
3136G1HB8	12061	FEDERAL NATIONAL MORT. ASSOC.		03/28/2013	10,000,000.00	9,921,600.00	10,000,000.00	0.800	1.100	1,335	03/28/2018
3136G1JT7	12073	FEDERAL NATIONAL MORT. ASSOC.		04/11/2013	10,000,000.00	9,913,500.00	10,000,000.00	0.750	1.178	1,349	04/11/2018
3136G1JY6	12077	FEDERAL NATIONAL MORT. ASSOC.		04/24/2013	10,000,000.00	9,885,900.00	9,998,134.72	0.800	1.134	1,362	04/24/2018
3136G1JY6	12078	FEDERAL NATIONAL MORT. ASSOC.		04/24/2013	10,000,000.00	9,895,900.00	10,000,000.00	0.800	1.129	1,362	04/24/2018
3136G1K99	12080	FEDERAL NATIONAL MORT. ASSOC.		04/30/2013	10,000,000.00	9,862,200.00	10,000,000.00	0.750	1.104	1,368	04/30/2018
3136G1K81	12081	FEDERAL NATIONAL MORT. ASSOC.		04/30/2013	10,000,000.00	9,892,600.00	10,000,000.00	0.750	1.104	1,368	04/30/2018
3135G0WB5	12082	FEDERAL NATIONAL MORT. ASSOC.		05/02/2013	10,000,000.00	9,841,100.00	10,000,000.00	1.200	1.110	1,356	04/18/2018
3136G1LA5	12086	FEDERAL NATIONAL MORT. ASSOC.		05/15/2013	10,000,000.00	9,928,200.00	10,000,000.00	0.750	0.690	1,383	05/15/2018
3136G1KV0	12087	FEDERAL NATIONAL MORT. ASSOC.		05/15/2013	10,000,000.00	9,883,900.00	10,000,000.00	0.750	1.090	1,383	05/15/2018
3136G1M63	12088	FEDERAL NATIONAL MORT. ASSOC.		05/22/2013	10,000,000.00	9,868,300.00	10,000,000.00	0.750	1.126	1,380	05/22/2018
<b>Subtotal and Average</b>					<b>584,285,714.29</b>	<b>581,314,177.15</b>	<b>584,390,710.89</b>		<b>1.228</b>	<b>1,361</b>	

**Medium Term Notes**

037833AG5	12085	Apple Inc.		05/07/2013	10,000,000.00	10,003,700.00	10,030,179.11	0.473	0.392	1,371	05/03/2018
0258MOCZ0	13061	AMERICAN EXPRESS CREDIT		04/11/2014	20,000,000.00	20,185,172.22	20,195,701.63	5.125	0.215	24	08/25/2014
36962G450	10056	GENERAL ELECTRIC CAPITAL CORP		12/08/2010	10,000,000.00	10,061,100.00	9,991,532.91	0.884	1.240	425	08/30/2015
36962G4L5	11053	GENERAL ELECTRIC CAPITAL CORP		11/21/2011	10,000,000.00	10,284,400.00	10,119,323.27	3.500	2.103	332	06/29/2015

Portfolio PLCR  
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**General Fund**  
**Portfolio Management**  
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Medium Term Notes</b>											
36962GQ3	11090	GENERAL ELECTRIC CAPITAL CORP		01/31/2012	10,000,000.00	10,037,000.00	10,000,000.00	1.000	1.117	182	01/30/2015
36962GSU4	12014	GENERAL ELECTRIC CAPITAL CORP		10/22/2012	7,985,000.00	8,010,312.45	7,980,184.28	0.734	0.728	255	04/13/2015
36962GQ2	12071	GENERAL ELECTRIC CAPITAL CORP		04/11/2013	10,000,000.00	10,063,700.00	10,027,395.24	0.833	0.640	525	01/08/2016
36962GSW0	13016	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,301,300.00	10,262,359.02	2.300	1.299	1,000	04/27/2017
36962GSR0	13017	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,049,800.00	10,034,030.38	1.000	0.750	525	01/08/2016
46625HJA9	11099	JP MORGAN CHASE BANK		03/09/2012	10,000,000.00	10,409,400.00	10,140,138.05	3.150	2.348	704	07/05/2016
48126EAA5	12010	JP MORGAN CHASE BANK		09/26/2012	10,000,000.00	10,134,300.00	10,078,302.79	2.000	1.705	1,110	08/15/2017
48126DW39	12089	JP MORGAN CHASE BANK		06/04/2013	10,000,000.00	9,992,400.00	10,000,000.00	1.125	1.110	1,403	08/04/2018
594918AG9	10069	Microsoft Corp		12/17/2010	10,000,000.00	10,151,900.00	9,939,659.14	1.625	2.150	420	09/25/2015
594918AV6	13023	Microsoft Corp		12/09/2013	10,000,000.00	9,970,100.00	9,949,749.30	1.625	1.722	1,568	12/08/2018
89233P6S0	13073	TOYOTA MOTOR CREDIT		06/26/2014	10,000,000.00	9,968,225.00	10,028,027.97	1.250	1.233	1,161	10/05/2017
94974BPK1	12075	WELLS FARGO & CO.		04/23/2013	10,000,000.00	10,089,000.00	10,000,000.00	0.897	0.870	1,361	04/23/2018
94974BFD7	13067	WELLS FARGO BANK		04/28/2014	10,000,000.00	10,228,500.00	10,242,864.31	2.100	1.188	1,011	05/09/2017
92976WBH8	13041	WACHOVIA MORTGAGE FSB		01/27/2014	10,000,000.00	11,333,000.00	11,339,943.49	5.750	1.748	1,280	02/01/2018
94986RTD3	13047	WACHOVIA MORTGAGE FSB		03/06/2014	10,000,000.00	9,995,900.00	10,000,000.00	0.750	0.740	1,678	03/06/2019
92976GAH4	14002	WACHOVIA MORTGAGE FSB		07/23/2014	10,000,000.00	11,507,833.33	11,542,973.60	6.000	1.504	1,202	11/15/2017
931142DJ9	13029	WAL-MART STORES		12/16/2013	10,000,000.00	10,047,200.00	10,035,747.08	1.950	1.835	1,597	12/15/2018
		<b>Subtotal and Average</b>	<b>221,425,040.19</b>		<b>217,985,000.00</b>	<b>222,824,243.00</b>	<b>221,948,921.57</b>		<b>1.230</b>	<b>881</b>	
<b>Negotiable Certificates of Deposit</b>											
22549TY8	13065	Credit Suisse New York		04/17/2014	10,000,000.00	10,000,300.00	10,000,000.00	0.230	0.230	45	08/15/2014
6558EG51	13059	NORDEA BANK FINLAND NY		04/08/2014	30,000,000.00	29,997,900.00	30,000,000.00	0.190	0.190	126	12/05/2014
		<b>Subtotal and Average</b>	<b>58,064,855.16</b>		<b>40,000,000.00</b>	<b>39,998,200.00</b>	<b>40,000,000.00</b>		<b>0.200</b>	<b>106</b>	
<b>Collateralized CDs</b>											
SYS13060	13060	Community 1st Bank		04/08/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.250	0.250	66	10/06/2014
SYS13063	13063	Five Star Bank		04/14/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.250	0.250	281	05/09/2015
SYS13062	13062	RIVER CITY BANK		04/11/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.350	0.350	253	04/11/2015
		<b>Subtotal and Average</b>	<b>9,000,000.00</b>		<b>9,000,000.00</b>	<b>9,000,000.00</b>	<b>9,000,000.00</b>		<b>0.283</b>	<b>200</b>	
<b>PFA - HELICOPTER</b>											
SYS08169	08169	Public Finance Authority		04/09/2009	455,084.08	455,084.08	455,084.08	2.476	2.442	619	04/11/2016
		<b>Subtotal and Average</b>	<b>455,084.08</b>		<b>455,084.08</b>	<b>455,084.08</b>	<b>455,084.08</b>		<b>2.442</b>	<b>619</b>	

Portfolio PLCR  
NLI AC  
PM (PRF\_PW2) 7.3.0

Data Updated: FUNDSNAP: 08/08/2014 13:22  
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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**July 31, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Local Agency Bond</b>											
SYS130198	130198	Ackerman School District		10/31/2013	343,925.29	343,925.29	343,925.29	2.300	2.267	1,552	10/31/2018
SYS13072	13072	Mid Placer Public School Trans		08/13/2014	232,432.36	232,432.36	232,432.36	2.300	2.268	1,777	06/13/2019
SYS13089	13089	City of Rocklin Successor Agency		05/01/2014	1,461,748.00	1,461,748.00	1,461,748.00	1.750	1.728	1,734	05/01/2019
		<b>Subtotal and Average</b>	<b>2,038,105.65</b>		<b>2,038,105.65</b>		<b>2,038,105.65</b>		<b>1.880</b>	<b>1,708</b>	
<b>Local Agency Bonds</b>											
SYS05311	05311	MIDDLE FORK JPA		03/29/2008	81,955,160.00	81,955,160.00	81,955,160.00	4.150	4.093	7,914	04/01/2036
SYS14001	14001	mPower Placer		07/22/2014	2,100,000.00	2,100,000.00	2,100,000.00	0.750	0.750	325	06/22/2015
		<b>Subtotal and Average</b>	<b>83,784,192.26</b>		<b>84,055,160.00</b>		<b>84,055,160.00</b>		<b>4.010</b>	<b>7,724</b>	
<b>Rolling Repurchase Agreements - 2</b>											
SYS11085	11085	CANTOR FITZGERALD		01/17/2012	0.00	0.00	0.00	0.130	0.130	1	
SYS000SWEEP	SWEEP	WFB REPURCHASE-SWEEP		03/01/2012	0.00	0.00	0.00	0.000	0.000	1	
		<b>Subtotal and Average</b>	<b>17,234,836.84</b>		<b>0.00</b>		<b>0.00</b>		<b>0.000</b>	<b>0</b>	
<b>mPower Placer</b>											
SYS13037	13037	mPower Placer		01/02/2014	10,942,724.44	10,942,724.44	10,942,724.44	3.500	3.452	1	
		<b>Subtotal and Average</b>	<b>10,270,973.27</b>		<b>10,942,724.44</b>		<b>10,942,724.44</b>		<b>3.452</b>	<b>1</b>	
<b>mPower - Folsom</b>											
SYS13071	13071	mPower Folsom		06/09/2014	54,181.18	54,181.18	54,181.18	1.250	1.250	1	
		<b>Subtotal and Average</b>	<b>54,181.18</b>		<b>54,181.18</b>		<b>54,181.18</b>		<b>1.250</b>	<b>1</b>	
		<b>Total and Average</b>	<b>1,080,468,378.40</b>		<b>978,815,969.64</b>		<b>980,262,275.50</b>		<b>1.436</b>	<b>1,711</b>	

Portfolio PLCR  
NLI AC  
PM (PRF\_PM2) 7.30

Data Updated: FUNDSNAP: 08/08/2014 13:22  
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5.3.7

**General Fund**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**July 31, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM	Days to 360 Maturity
<b>Cash at Bank</b>										
SYS00000	00000	PLACER COUNTY CASH			45,747,134.91	45,747,134.91	45,747,134.91		0.000	1
<b>Undeposited Receipts</b>										
SYS00000VAULT	00000VAULT	PLACER COUNTY CASH			346,131.56	346,131.56	346,131.56		0.000	1
		<b>Average Balance</b>	<b>0.00</b>							<b>1</b>
<b>Total Cash and Investments</b>			<b>1,080,468,378.40</b>		<b>1,024,909,236.11</b>	<b>1,026,355,541.97</b>	<b>1,028,866,821.82</b>		<b>1.436</b>	<b>1,711</b>

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Portfolio PLCR  
NLI AC  
PM (PRF\_PW2) 7.3.0

5.3.8



Placer County

General Fund  
Purchases Report  
Sorted by Fund - Fund  
July 1, 2014 - July 31, 2014

CUSIP	Investment #	Fund	Sec. Type Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
General Fund												
SYS14001	14001	1010	RRP MPP	2,100,000.00	07/22/2014	/ - 395 Days	2,100,000.00		0.750	06/22/2015	0.750	2,100,000.00
92976GAH4	14002	1010	MTN WFC	10,000,000.00	07/23/2014	11/15 - 05/15	11,439,300.00	113,333.33	6.000	11/15/2017	1.525	11,542,973.60
			Subtotal	12,100,000.00			13,539,300.00	113,333.33				13,642,973.60
			Total Purchases	12,100,000.00			13,539,300.00	113,333.33				13,642,973.60

5.3.9

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Portfolio PLOR  
NL: AC  
PU (PRE\_PU) 7.1.1  
Report Ver: 7.3.3

Office of  
Jenine Windeshausen  
Treasurer-Tax Collector  
County of Placer

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## COUNTY OF PLACER

### TREASURER'S POOLED INVESTMENT REPORT

For the Month of August 31, 2014

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2976 Richardson Drive • Auburn, California 95603  
Tax Collector / Business Licenses (530) 889-4120 • Treasurer (530) 889-4140 • Bonds (530) 889-4146

5.3.10

## **PREFACE**

### **Placer County Treasurer's Pooled Investment Report**

**August 31, 2014**

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

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

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

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

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

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### **Government Code 53646 Compliance Report**

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

Individual securities are priced at the end of each month by Wells Fargo Bank.

The Weighted Average Maturity of the investments with the Treasury is 1,732 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$91,248,445.70 in cash and investments maturing in the next 180 days.

5.3.11



Placer County

**General Fund  
Portfolio Management  
Portfolio Summary  
August 31, 2014**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	30,000,000.00	29,684,300.00	29,892,628.63	3.20	1,821	1,043	1.014	1.028
Federal Agency Coupons	554,285,714.29	552,908,978.58	554,335,433.11	59.40	1,820	1,326	1.200	1.217
Medium Term Notes	197,985,000.00	202,730,616.33	201,651,106.48	21.61	1,462	936	1.317	1.335
Negotiable Certificates of Deposit	40,000,000.00	39,999,300.00	40,000,000.00	4.29	219	75	0.200	0.203
Collateralized CDs	9,000,000.00	9,000,000.00	9,000,000.00	0.96	312	169	0.283	0.287
PFA - HELICOPTER	455,084.08	455,084.08	455,084.08	0.05	2,559	588	2.442	2.476
Local Agency Bond	2,038,105.65	2,038,105.65	2,038,105.65	0.22	1,826	1,677	1.880	1.906
Local Agency Bonds	84,055,160.00	84,055,160.00	84,055,160.00	9.01	10,696	7,693	4.010	4.065
mPower Placer	11,694,291.09	11,694,291.09	11,694,291.09	1.25	486	485	3.311	3.357
mPower - Folsom	70,103.78	70,103.78	70,103.78	0.01	1,755	1,749	1.250	1.267
<b>Investments</b>	<b>929,583,458.89</b>	<b>932,635,939.51</b>	<b>933,191,912.82</b>	<b>100.00%</b>	<b>2,443</b>	<b>1,732</b>	<b>1.449</b>	<b>1.469</b>

<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	38,248,445.70	38,248,445.70	38,248,445.70		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>967,831,904.59</b>	<b>970,884,385.21</b>	<b>971,440,358.52</b>		<b>2,443</b>	<b>1,732</b>	<b>1.449</b>	<b>1.469</b>

Total Earnings	August 31	Month Ending	Fiscal Year To Date
Current Year	1,026,639.86		2,160,830.79
Average Daily Balance	1,003,280,187.12		1,041,874,282.76
Effective Rate of Return	1.20%		1.22%

*Kimberly Hawley*  
KIMBERLY HAWLEY, CHIEF DEPUTY TREASURER 9/10/14

Reporting period 08/01/2014-08/31/2014  
Data Updated: FUNDSNAP: 09/10/2014 12:24  
Run Date: 09/10/2014 - 12:24

Portfolio PLCR  
NLI AC  
PM (PRF\_PMT) 7.3.0  
Report Ver. 7.3.3

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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**August 31, 2014**

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>U.S. Treasury Coupons</b>											
912828PJ3	10047	U. S. TREASURY COUPON		12/02/2010	10,000,000.00	10,145,300.00	9,967,259.46	1.375	1.627	455	11/30/2015
912828UZ1	12063	U. S. TREASURY COUPON		05/06/2013	10,000,000.00	9,769,500.00	9,964,417.07	0.625	0.714	1,337	04/30/2018
912828UZ1	12084	U. S. TREASURY COUPON		05/07/2013	10,000,000.00	9,769,500.00	9,960,952.10	0.625	0.701	1,337	04/30/2018
		<b>Subtotal and Average</b>	<b>29,890,711.98</b>		<b>30,000,000.00</b>	<b>29,684,300.00</b>	<b>29,892,628.63</b>		<b>1.014</b>	<b>1,043</b>	
<b>Federal Agency Coupons</b>											
3133ECB45	12038	FEDERAL FARM CREDIT BANK		12/26/2012	10,000,000.00	9,951,900.00	9,963,361.11	0.900	0.908	1,212	12/26/2017
3133ECDE1	12043	FEDERAL FARM CREDIT BANK		01/24/2013	10,000,000.00	9,963,600.00	9,963,209.12	0.940	0.947	1,239	01/22/2018
3133ECEQ3	12048	FEDERAL FARM CREDIT BANK		02/06/2013	10,000,000.00	9,986,600.00	10,000,000.00	1.100	1.085	1,254	02/06/2018
3133ECFA7	12049	FEDERAL FARM CREDIT BANK		02/13/2013	10,000,000.00	9,988,500.00	10,000,000.00	1.080	1.065	1,261	02/13/2018
3133ECJX3	12059	FEDERAL FARM CREDIT BANK		03/26/2013	10,000,000.00	9,952,500.00	9,994,645.83	1.040	1.041	1,302	03/26/2018
3133ECL44	12072	FEDERAL FARM CREDIT BANK		04/11/2013	10,000,000.00	9,938,000.00	9,998,194.44	1.000	0.991	1,318	04/11/2018
3133ED3K6	13011	FEDERAL FARM CREDIT BANK		10/03/2013	10,000,000.00	10,014,900.00	9,997,546.97	1.875	1.856	1,492	10/02/2018
3133ED2Q4	13015	FEDERAL FARM CREDIT BANK		10/25/2013	10,000,000.00	10,011,900.00	10,005,802.43	2.080	1.876	1,484	09/24/2018
3133ED3K6	13020	FEDERAL FARM CREDIT BANK		11/19/2013	10,000,000.00	10,014,900.00	10,003,714.06	1.875	1.769	1,492	10/02/2018
313380TD9	12013	FEDERAL HOME LOAN BANK		10/16/2012	10,000,000.00	9,923,600.00	10,000,000.00	1.000	0.986	1,141	10/16/2017
3133813R4	12036	FEDERAL HOME LOAN BANK		12/19/2012	10,000,000.00	9,965,000.00	10,000,000.00	1.000	0.986	1,165	11/09/2017
3133826K4	12054	FEDERAL HOME LOAN BANK		02/27/2013	10,000,000.00	9,996,600.00	10,000,000.00	1.000	0.937	1,275	02/27/2018
313382QF3	12069	FEDERAL HOME LOAN BANK		04/09/2013	10,000,000.00	9,995,400.00	9,998,197.22	1.010	1.001	1,316	04/09/2018
313382RQ8	12079	FEDERAL HOME LOAN BANK		04/30/2013	10,000,000.00	9,973,400.00	10,000,000.00	0.750	1.224	1,337	04/30/2018
3133A0E42	13033	FEDERAL HOME LOAN BANK		12/27/2013	4,285,714.29	4,288,178.58	4,285,714.29	1.000	2.047	1,578	12/27/2018
3133A0WU0	13045	FEDERAL HOME LOAN BANK		02/25/2014	10,000,000.00	10,018,300.00	10,000,000.00	1.830	1.805	1,638	02/25/2019
3133A12C1	13049	FEDERAL HOME LOAN BANK		03/20/2014	10,000,000.00	10,002,600.00	10,000,000.00	0.750	2.266	1,661	03/20/2019
3133A15L8	13050	FEDERAL HOME LOAN BANK		03/26/2014	10,000,000.00	10,005,300.00	9,993,145.83	1.000	2.101	1,667	03/26/2019
3133A1FV5	13066	FEDERAL HOME LOAN BANK		04/17/2014	10,000,000.00	10,012,000.00	10,000,000.00	1.250	1.233	1,689	04/17/2019
3133A1NG9	13068	FEDERAL HOME LOAN BANK		04/30/2014	10,000,000.00	10,015,000.00	9,995,335.11	1.250	1.984	1,702	04/30/2019
3134G47M4	13028	FED HOME LOAN MORT CORP		12/11/2013	10,000,000.00	10,008,800.00	9,985,795.11	1.500	1.491	1,394	08/26/2018
3134G4QE1	13032	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,008,100.00	10,000,000.00	1.250	1.814	1,578	12/27/2018
3134G4NX2	13035	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,006,400.00	10,000,000.00	1.000	2.003	1,578	12/27/2018
3134G4NX2	13036	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,006,400.00	10,000,000.00	1.000	2.003	1,578	12/27/2018
3136G0B59	12007	FEDERAL NATIONAL MORT. ASSOC.		09/20/2012	10,000,000.00	9,999,800.00	10,000,000.00	0.700	1.080	1,115	09/20/2017
3136G0K34	12008	FEDERAL NATIONAL MORT. ASSOC.		09/25/2012	10,000,000.00	10,003,000.00	10,000,000.00	0.750	0.715	1,120	09/25/2017
3136G0N72	12015	FEDERAL NATIONAL MORT. ASSOC.		10/25/2012	10,000,000.00	9,995,900.00	10,000,000.00	0.700	1.029	1,150	10/25/2017
3136G0Y88	12017	FEDERAL NATIONAL MORT. ASSOC.		11/08/2012	10,000,000.00	10,002,100.00	10,000,000.00	0.500	0.990	1,164	11/08/2017
3135G0QW6	12018	FEDERAL NATIONAL MORT. ASSOC.		11/08/2012	10,000,000.00	9,925,300.00	10,000,000.00	1.000	0.986	1,164	11/08/2017
3136G04F5	12024	FEDERAL NATIONAL MORT. ASSOC.		11/21/2012	10,000,000.00	10,005,100.00	10,000,000.00	0.750	1.104	1,177	11/21/2017

Portfolio PLCR  
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PM (PRF\_FPM2) 7.3.0

Report Ver: 7.3.3

Data Updated: FUNDSNAP: 09/10/2014 12:24  
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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**August 31, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Federal Agency Coupons</b>											
3136G12J7	12027	FEDERAL NATIONAL MORT. ASSOC.		12/05/2012	10,000,000.00	10,008,800.00	10,000,000.00	0.850	0.789	1,191	12/05/2017
3136G07K1	12028	FEDERAL NATIONAL MORT. ASSOC.		12/06/2012	10,000,000.00	9,955,400.00	9,996,736.11	0.700	0.998	1,192	12/06/2017
3136G07K1	12029	FEDERAL NATIONAL MORT. ASSOC.		12/06/2012	10,000,000.00	9,955,400.00	10,000,000.00	0.700	0.988	1,192	12/06/2017
3136G12A6	12033	FEDERAL NATIONAL MORT. ASSOC.		12/13/2012	10,000,000.00	9,980,500.00	10,000,000.00	0.750	0.730	1,199	12/13/2017
3136G15C9	12035	FEDERAL NATIONAL MORT. ASSOC.		12/19/2012	10,000,000.00	9,962,300.00	10,000,000.00	0.700	1.094	1,205	12/19/2017
3136G15K1	12039	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	10,004,100.00	10,000,000.00	0.700	0.651	1,213	12/27/2017
3136G16W4	12040	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	9,980,200.00	9,998,671.11	0.650	0.645	1,213	12/27/2017
3136G1BA6	12045	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,981,200.00	9,998,634.44	0.700	1.134	1,247	01/30/2018
3136G1BD0	12046	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,954,400.00	10,000,000.00	0.750	1.031	1,247	01/30/2018
3136G1B57	12047	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,981,000.00	10,000,000.00	0.750	1.031	1,247	01/30/2018
3136G1CU1	12053	FEDERAL NATIONAL MORT. ASSOC.		02/22/2013	10,000,000.00	9,972,700.00	9,998,577.54	0.750	1.135	1,269	02/22/2018
3136G1DB2	12055	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,967,800.00	10,000,000.00	1.000	1.170	1,276	02/28/2018
3135G0U9	12056	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,949,800.00	10,000,000.00	1.200	1.184	1,276	02/28/2018
3136G1F85	12057	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	10,011,400.00	9,996,508.33	1.000	0.922	1,276	02/28/2018
3135G0V65	12058	FEDERAL NATIONAL MORT. ASSOC.		03/13/2013	10,000,000.00	10,044,400.00	10,102,486.67	1.500	1.184	1,289	03/13/2018
3136G1GS2	12060	FEDERAL NATIONAL MORT. ASSOC.		03/27/2013	10,000,000.00	10,005,800.00	10,000,000.00	1.000	0.937	1,303	03/27/2018
3136G1H88	12061	FEDERAL NATIONAL MORT. ASSOC.		03/28/2013	10,000,000.00	9,964,800.00	10,000,000.00	0.800	1.100	1,304	03/28/2018
3136G1J77	12073	FEDERAL NATIONAL MORT. ASSOC.		04/11/2013	10,000,000.00	10,002,800.00	10,000,000.00	0.750	1.178	1,318	04/11/2018
3136G1JY6	12077	FEDERAL NATIONAL MORT. ASSOC.		04/24/2013	10,000,000.00	9,943,000.00	9,998,176.39	0.800	1.134	1,331	04/24/2018
3136G1JY6	12078	FEDERAL NATIONAL MORT. ASSOC.		04/24/2013	10,000,000.00	9,943,000.00	10,000,000.00	0.800	1.129	1,331	04/24/2018
3136G1K99	12080	FEDERAL NATIONAL MORT. ASSOC.		04/30/2013	10,000,000.00	9,903,800.00	10,000,000.00	0.750	1.104	1,337	04/30/2018
3136G1K81	12081	FEDERAL NATIONAL MORT. ASSOC.		04/30/2013	10,000,000.00	9,943,900.00	10,000,000.00	0.750	1.104	1,337	04/30/2018
3135G0WB5	12082	FEDERAL NATIONAL MORT. ASSOC.		05/02/2013	10,000,000.00	9,911,200.00	10,000,000.00	1.200	1.110	1,325	04/18/2018
3136G1LA5	12086	FEDERAL NATIONAL MORT. ASSOC.		05/15/2013	10,000,000.00	9,977,600.00	10,000,000.00	0.750	0.690	1,352	05/15/2018
3136G1KV0	12087	FEDERAL NATIONAL MORT. ASSOC.		05/15/2013	10,000,000.00	9,928,200.00	10,000,000.00	0.750	1.080	1,352	05/15/2018
3136G1M63	12088	FEDERAL NATIONAL MORT. ASSOC.		05/22/2013	10,000,000.00	9,915,400.00	10,000,000.00	0.750	1.126	1,359	05/22/2018
Subtotal and Average					554,285,714.29	552,908,978.58	554,335,433.11		1.200	1,326	

**Medium Term Notes**

037833AG5	12085	Apple Inc.		05/07/2013	10,000,000.00	10,011,500.00	10,029,509.45	0.489	0.404	1,340	05/03/2018
36962G4S0	10056	GENERAL ELECTRIC CAPITAL CORP		12/08/2010	10,000,000.00	10,057,000.00	9,992,139.15	0.884	1.240	394	09/30/2015
36962G4L5	11053	GENERAL ELECTRIC CAPITAL CORP		11/21/2011	10,000,000.00	10,255,400.00	10,108,409.55	3.500	2.103	301	06/29/2015
36962G5Q3	11090	GENERAL ELECTRIC CAPITAL CORP		01/31/2012	10,000,000.00	10,031,300.00	10,000,000.00	1.000	1.117	151	01/30/2015
36962G5U4	12014	GENERAL ELECTRIC CAPITAL CORP		10/22/2012	7,985,000.00	8,007,358.00	7,989,575.92	0.734	0.728	224	04/13/2015
36962G6Q2	12071	GENERAL ELECTRIC CAPITAL CORP		04/11/2013	10,000,000.00	10,063,900.00	10,025,805.57	0.833	0.640	494	01/08/2016
36962G5W0	13016	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,280,700.00	10,254,376.49	2.300	1.289	969	04/27/2017

Portfolio PLCR  
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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**August 31, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Medium Term Notes</b>											
36952C6R0	13017	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,052,000.00	10,032,055.70	1.000	0.750	494	01/08/2016
46626HJA9	11099	JP MORGAN CHASE BANK		03/09/2012	10,000,000.00	10,397,300.00	10,134,080.21	3.150	2.348	673	07/05/2016
48126EAA5	12010	JP MORGAN CHASE BANK		09/28/2012	10,000,000.00	10,149,700.00	10,076,155.54	2.000	1.706	1,079	08/15/2017
48126DW39	12089	JP MORGAN CHASE BANK		06/04/2013	10,000,000.00	9,992,600.00	10,000,000.00	0.727	0.796	1,372	06/04/2018
594918AG9	10089	Microsoft Corp		12/17/2010	10,000,000.00	10,137,700.00	9,944,031.66	1.625	2.150	389	09/25/2015
594918AV6	13023	Microsoft Corp		12/09/2013	10,000,000.00	10,004,700.00	9,950,712.58	1.625	1.722	1,557	12/06/2018
89233P6S0	13073	TOYOTA MOTOR CREDIT		06/26/2014	10,000,000.00	10,007,325.00	10,028,030.51	1.250	1.233	1,130	10/05/2017
94974BKF1	12075	WELLS FARGO & CO.		04/23/2013	10,000,000.00	10,084,200.00	10,000,000.00	0.867	0.870	1,330	04/23/2018
94974BFD7	13067	WELLS FARGO BANK		04/28/2014	10,000,000.00	10,239,400.00	10,235,362.48	2.100	1.188	980	05/08/2017
92976WBH8	13041	WACHOVIA MORTGAGE FSB		01/27/2014	10,000,000.00	11,369,400.00	11,308,065.37	5.750	1.746	1,249	02/01/2018
94986RTD3	13047	WACHOVIA MORTGAGE FSB		03/06/2014	10,000,000.00	9,988,700.00	10,000,000.00	0.750	0.740	1,647	03/06/2019
92976SAH4	14002	WACHOVIA MORTGAGE FSB		07/23/2014	10,000,000.00	11,486,233.33	11,506,749.61	6.000	1.504	1,171	11/15/2017
931142DJ9	13029	WAL-MART STORES		12/16/2013	10,000,000.00	10,097,200.00	10,036,046.69	1.950	1.835	1,566	12/15/2018
		<b>Subtotal and Average</b>	<b>217,308,149.91</b>		<b>197,985,900.00</b>	<b>202,730,616.33</b>	<b>201,651,105.48</b>		<b>1.317</b>	<b>936</b>	

<b>Negotiable Certificates of Deposit</b>											
22549TYT6	13065	Credit Suisse New York		04/17/2014	10,000,000.00	10,000,200.00	10,000,000.00	0.230	0.230	14	09/15/2014
65558EG51	13059	NORDEA BANK FINLAND NY		04/08/2014	30,000,000.00	29,999,100.00	30,000,000.00	0.190	0.190	95	12/05/2014
		<b>Subtotal and Average</b>	<b>40,000,000.00</b>		<b>40,000,000.00</b>	<b>39,999,300.00</b>	<b>40,000,000.00</b>		<b>0.200</b>	<b>75</b>	

<b>Collateralized CDs</b>											
SYS13060	13060	Community 1st Bank		04/08/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.250	0.250	35	10/06/2014
SYS13063	13063	Five Star Bank		04/14/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.250	0.250	250	05/09/2015
SYS13062	13062	RIVER CITY BANK		04/11/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.350	0.350	222	04/11/2015
		<b>Subtotal and Average</b>	<b>9,000,000.00</b>		<b>9,000,000.00</b>	<b>9,000,000.00</b>	<b>9,000,000.00</b>		<b>0.283</b>	<b>169</b>	

<b>PFA - HELICOPTER</b>											
SYS08169	08169	Public Finance Authority		04/09/2009	455,084.08	455,084.08	455,084.08	2.476	2.442	588	04/11/2016
		<b>Subtotal and Average</b>	<b>455,084.08</b>		<b>455,084.08</b>	<b>455,084.08</b>	<b>455,084.08</b>		<b>2.442</b>	<b>588</b>	

<b>Local Agency Bond</b>											
SYS13019B	13019B	Ackerman School District		10/31/2013	343,925.29	343,925.29	343,925.29	2.300	2.267	1,521	10/31/2018
SYS13072	13072	Mid Placer Public School Trans		06/13/2014	232,432.36	232,432.36	232,432.36	2.300	2.268	1,746	06/13/2019
SYS13069	13069	City of Rocklin Successor Agency		05/01/2014	1,461,748.00	1,461,748.00	1,461,748.00	1.750	1.728	1,703	05/01/2019
		<b>Subtotal and Average</b>	<b>2,038,105.65</b>		<b>2,038,105.65</b>	<b>2,038,105.65</b>	<b>2,038,105.65</b>		<b>1.890</b>	<b>1,677</b>	

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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**August 31, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Local Agency Bonds</b>											
SYS05311	05311	MIDDLE FORK JPA		03/29/2006	81,955,160.00	81,955,160.00	81,955,160.00	4.150	4.093	7,883	04/01/2036
SYS14001	14001	mPower Placer		07/22/2014	2,100,000.00	2,100,000.00	2,100,000.00	0.750	0.750	294	06/22/2015
		<b>Subtotal and Average</b>	<b>84,055,160.00</b>		<b>84,055,160.00</b>	<b>84,055,160.00</b>			<b>4.010</b>	<b>7,693</b>	
<b>Rolling Repurchase Agreements - 2</b>											
SYS11085	11085	CANTOR FITZGERALD		01/17/2012	0.00	0.00	0.00	0.130	0.130	1	
SYS000SWEEP	SWEEP	WFB REPURCHASE-SWEEP		03/01/2012	0.00	0.00	0.00	0.000	0.000	1	
		<b>Subtotal and Average</b>	<b>2,193,289.37</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.000</b>	<b>0</b>	
<b>mPower Placer</b>											
SYS13037	13037	mPower Placer		01/02/2014	10,942,724.44	10,942,724.44	10,942,724.44	3.500	3.452	1	
MP1415-10	1415-10	mPower Placer		08/21/2014	30,603.16	30,603.16	30,603.16	1.250	1.250	4,047	09/30/2025
MP1415-15	1415-15	mPower Placer		08/21/2014	9,300.85	9,300.85	9,300.85	1.250	1.250	5,873	09/30/2030
MP1415-20	1415-20	mPower Placer		08/07/2014	711,662.64	711,662.64	711,662.64	1.250	1.250	7,699	09/30/2035
		<b>Subtotal and Average</b>	<b>11,366,483.02</b>		<b>11,694,291.09</b>	<b>11,694,291.09</b>			<b>3.311</b>	<b>485</b>	
<b>mPower - Folsom</b>											
SYS13071	13071	mPower Folsom		06/09/2014	54,181.18	54,181.18	54,181.18	1.250	1.250	1	
MF1415-20	MF1415-20	mPower Folsom		08/07/2014	15,922.60	15,922.60	15,922.60	1.250	1.250	7,699	09/30/2035
		<b>Subtotal and Average</b>	<b>67,021.99</b>		<b>70,103.78</b>	<b>70,103.78</b>			<b>1.250</b>	<b>1,749</b>	
		<b>Total and Average</b>	<b>1,003,280,187.12</b>		<b>929,583,458.89</b>	<b>932,635,939.51</b>			<b>1.449</b>	<b>1,732</b>	

Portfolio PLCR  
NLI AC  
PM (PRF, PM2) 7.30

Data Updated: FUNDSNAP: 09/10/2014 12:24  
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**General Fund  
Portfolio Management  
Portfolio Details - Cash  
August 31, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM	Days to 360 Maturity
<b>Cash at Bank</b>										
SYS000000	00000	PLACER COUNTY CASH			35,617,055.21	35,617,055.21	35,617,055.21		0.000	1
<b>Undeposited Receipts</b>										
SYS000000VAULT	00000VAULT	PLACER COUNTY CASH			2,631,390.49	2,631,390.49	2,631,390.49		0.000	1
		Average Balance	0.00							1
<b>Total Cash and Investments</b>			<b>1,003,280,187.12</b>		<b>967,831,904.59</b>	<b>970,884,385.21</b>	<b>971,440,358.52</b>		<b>1.449</b>	<b>1,732</b>

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Placer County

General Fund  
Purchases Report  
Sorted by Fund - Fund  
August 1, 2014 - August 31, 2014

CUSIP	Investment #	Fund	Sec. Type	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
General Fund												
MF1415-20	MF1415-20	1010	RR4 MPF	15,922.60	08/07/2014	/ - /	15,922.60		1.250	09/30/2035	1.250	15,922.60
MP1415-20	1415-20	1010	RR3 MPP	33,131.46	08/07/2014	/ - /	33,131.46		1.250	09/30/2035	1.250	711,662.64
MP1415-10	1415-10	1010	RR3 MPP	30,603.16	08/21/2014	/ - /	30,603.16		1.250	09/30/2025	1.250	30,603.16
MP1415-15	1415-15	1010	RR3 MPP	9,300.85	08/21/2014	/ - /	9,300.85		1.250	09/30/2030	1.250	9,300.85
			Subtotal	88,958.07			88,958.07	0.00				767,489.25
			Total Purchases	88,958.07			88,958.07	0.00				767,489.25

Data Updated: FUNDSNAP: 09/09/2014 08:35  
Run Date: 09/09/2014 - 08:35

Portfolio PLCR  
NLI AC  
PU (PRF, PU) 7.1.1  
Report Ver. 7.3.3

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Office of  
Jenine Windeshausen  
Treasurer-Tax Collector  
County of Placer



## COUNTY OF PLACER

### TREASURER'S POOLED INVESTMENT REPORT

For the Month of September 30, 2014

5.3.19

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2976 Richardson Drive • Auburn, California 95603  
Tax Collector / Business Licenses (530) 889-4120 • Treasurer (530) 889-4140 • Bonds (530) 889-4146

## PREFACE

### Placer County Treasurer's Pooled Investment Report

September 30, 2014

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

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

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

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

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

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### Government Code 53646 Compliance Report

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

Individual securities are priced at the end of each month by Wells Fargo Bank.

The Weighted Average Maturity of the investments with the Treasury is 1,721 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$96,328,470.23 in cash and investments maturing in the next 180 days.

5.3.20



Placer County

# General Fund Portfolio Management Portfolio Summary September 30, 2014

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	30,000,000.00	29,608,900.00	29,896,461.93	3.28	1,821	1,013	1.014	1.028
Federal Agency Coupons	534,285,714.29	531,611,054.29	534,325,036.87	58.75	1,821	1,287	1.169	1.185
Medium Term Notes	177,985,000.00	180,296,033.46	180,016,094.87	19.79	1,476	979	1.238	1.255
Negotiable Certificates of Deposit	30,000,000.00	30,001,200.00	30,000,000.00	3.30	241	65	0.190	0.193
Collateralized CDs	9,000,000.00	9,000,000.00	9,000,000.00	0.99	312	139	0.283	0.287
PFA - HELICOPTER	455,084.08	455,084.08	455,084.08	0.05	2,559	558	2.442	2.476
Local Agency Bond	2,038,105.65	2,038,105.65	2,038,105.65	0.22	1,828	1,647	1.880	1.906
Local Agency Bonds	84,055,160.00	84,055,160.00	84,055,160.00	9.24	10,696	7,663	4.010	4.065
Rolling Repurchase Agreements - 2	26,122,341.96	26,122,341.96	26,122,341.96	2.87	1	1	0.000	0.000
mPower Placer	13,468,231.25	13,468,231.25	13,468,231.25	1.48	1,508	1,497	3.011	3.053
mPower - Folsom	94,885.82	94,885.82	94,885.82	0.01	2,353	2,337	1.250	1.267
<b>Investments</b>	<b>907,504,523.05</b>	<b>906,750,996.51</b>	<b>909,471,402.43</b>	<b>100.00%</b>	<b>2,449</b>	<b>1,721</b>	<b>1.395</b>	<b>1.414</b>

<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	53,330,333.23	53,330,333.23	53,330,333.23		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>960,834,856.28</b>	<b>960,081,329.74</b>	<b>962,801,735.66</b>		<b>2,449</b>	<b>1,721</b>	<b>1.395</b>	<b>1.414</b>

Total Earnings	September 30	Month Ending	Fiscal Year To Date
Current Year	1,302,202.55		3,463,033.36
Average Daily Balance	950,714,314.20		1,015,409,075.62
Effective Rate of Return	1.65%		1.35%

*Kimberly Hawley*  
KIMBERLY HAWLEY, CHIEF DEPUTY TREASURER  
10/7/14

Reporting period 09/01/2014-09/30/2014  
Data Updated: FUNDSNAP: 10/06/2014 15:15  
Run Date: 10/06/2014 - 15:16

Portfolio PLCR  
NLI AC  
PM (PRF\_PMI) 7.3.0  
Report Ver. 7.3.3

5.3.21

**General Fund  
Portfolio Management  
Portfolio Details - Investments  
September 30, 2014**

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>U.S. Treasury Coupons</b>											
912828PJ3	10047	U. S. TREASURY COUPON		12/02/2010	10,000,000.00	10,135,500.00	9,969,418.17	1.375	1.627	425	11/30/2015
912828U21	12083	U. S. TREASURY COUPON		05/06/2013	10,000,000.00	9,736,700.00	9,965,215.49	0.825	0.714	1,307	04/30/2018
912828U21	12084	U. S. TREASURY COUPON		05/07/2013	10,000,000.00	9,736,700.00	9,961,828.27	0.825	0.701	1,307	04/30/2015
		<b>Subtotal and Average</b>	<b>29,894,609.17</b>		<b>30,000,000.00</b>	<b>29,608,900.00</b>	<b>29,896,461.93</b>		<b>1.014</b>	<b>1,013</b>	
<b>Federal Agency Coupons</b>											
3133ECB45	12038	FEDERAL FARM CREDIT BANK		12/28/2012	10,000,000.00	9,926,900.00	9,993,527.78	0.900	0.908	1,182	12/28/2017
3133ECDE1	12043	FEDERAL FARM CREDIT BANK		01/24/2013	10,000,000.00	9,938,200.00	9,993,375.97	0.940	0.947	1,209	01/22/2018
3133ECEQ3	12048	FEDERAL FARM CREDIT BANK		02/06/2013	10,000,000.00	9,960,900.00	10,000,000.00	1.100	1.085	1,224	02/06/2018
3133ECFA7	12049	FEDERAL FARM CREDIT BANK		02/13/2013	10,000,000.00	9,862,100.00	10,000,000.00	1.080	1.065	1,231	02/13/2018
3133ECJX3	12059	FEDERAL FARM CREDIT BANK		03/28/2013	10,000,000.00	9,924,100.00	9,994,770.83	1.040	1.041	1,272	03/28/2018
3133ECLA4	12072	FEDERAL FARM CREDIT BANK		04/11/2013	10,000,000.00	9,908,300.00	9,998,236.11	1.000	0.991	1,288	04/11/2018
3133ED3K6	13011	FEDERAL FARM CREDIT BANK		10/03/2013	10,000,000.00	10,002,000.00	9,997,597.00	1.875	1.856	1,462	10/02/2018
3133ED3K6	13020	FEDERAL FARM CREDIT BANK		11/19/2013	10,000,000.00	10,002,000.00	10,000,119.81	1.875	1.769	1,462	10/02/2018
313380TD9	12013	FEDERAL HOME LOAN BANK		10/16/2012	10,000,000.00	9,895,800.00	10,000,000.00	1.000	0.986	1,111	10/16/2017
3133813R4	12036	FEDERAL HOME LOAN BANK		12/19/2012	10,000,000.00	9,904,000.00	10,000,000.00	1.000	0.986	1,135	11/09/2017
3133826K4	12054	FEDERAL HOME LOAN BANK		02/27/2013	10,000,000.00	9,999,400.00	10,000,000.00	1.000	0.937	1,245	02/27/2018
313382QF3	12069	FEDERAL HOME LOAN BANK		04/09/2013	10,000,000.00	9,864,900.00	9,998,238.89	1.010	1.001	1,286	04/09/2018
313382RQ8	12079	FEDERAL HOME LOAN BANK		04/30/2013	10,000,000.00	9,950,500.00	10,000,000.00	0.750	1.224	1,307	04/30/2018
3130A0EK2	13033	FEDERAL HOME LOAN BANK		12/27/2013	4,285,714.29	4,288,054.29	4,285,714.29	1.000	2.047	1,548	12/27/2018
3130A0VU0	13045	FEDERAL HOME LOAN BANK		02/25/2014	10,000,000.00	9,979,000.00	10,000,000.00	1.830	1.805	1,608	02/25/2019
3130A15L8	13050	FEDERAL HOME LOAN BANK		03/26/2014	10,000,000.00	9,984,400.00	9,993,270.83	1.000	2.101	1,637	03/26/2019
3130A1FV5	13066	FEDERAL HOME LOAN BANK		04/17/2014	10,000,000.00	9,986,700.00	10,000,000.00	1.250	1.233	1,659	04/17/2019
3130A1NG9	13068	FEDERAL HOME LOAN BANK		04/30/2014	10,000,000.00	10,007,800.00	9,995,419.44	1.250	1.964	1,672	04/30/2019
3134G47M4	13028	FED HOME LOAN MORT CORP		12/11/2013	10,000,000.00	9,977,800.00	9,995,886.85	1.500	1.491	1,364	06/26/2018
3134G4QE1	13032	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,017,200.00	10,000,000.00	1.250	1.814	1,548	12/27/2018
3134G4NX2	13035	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,014,200.00	10,000,000.00	1.000	2.003	1,548	12/27/2018
3134G4NX2	13036	FED HOME LOAN MORT CORP		12/27/2013	10,000,000.00	10,014,200.00	10,000,000.00	1.000	2.003	1,548	12/27/2018
3135G0B59	12007	FEDERAL NATIONAL MORT. ASSOC.		09/20/2012	10,000,000.00	9,981,600.00	10,000,000.00	0.700	1.080	1,085	09/20/2017
3136G0K34	12008	FEDERAL NATIONAL MORT. ASSOC.		09/25/2012	10,000,000.00	9,995,400.00	10,000,000.00	0.875	0.789	1,090	09/25/2017
3136G0N72	12015	FEDERAL NATIONAL MORT. ASSOC.		10/25/2012	10,000,000.00	9,968,400.00	10,000,000.00	0.700	1.029	1,120	10/25/2017
3136G0Y68	12017	FEDERAL NATIONAL MORT. ASSOC.		11/08/2012	10,000,000.00	10,003,900.00	10,000,000.00	0.500	0.990	1,134	11/08/2017
3135G0QW6	12018	FEDERAL NATIONAL MORT. ASSOC.		11/08/2012	10,000,000.00	9,987,500.00	10,000,000.00	1.000	0.986	1,134	11/08/2017
3136G04F5	12024	FEDERAL NATIONAL MORT. ASSOC.		11/21/2012	10,000,000.00	9,990,000.00	10,000,000.00	0.750	1.104	1,147	11/21/2017
3136G12J7	12027	FEDERAL NATIONAL MORT. ASSOC.		12/05/2012	10,000,000.00	9,986,300.00	10,000,000.00	0.850	0.789	1,161	12/05/2017
3136G07K1	12028	FEDERAL NATIONAL MORT. ASSOC.		12/06/2012	10,000,000.00	9,927,700.00	9,996,819.44	0.700	0.998	1,162	12/06/2017

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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**September 30, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Federal Agency Coupons</b>											
3136G07K1	12029	FEDERAL NATIONAL MORT. ASSOC.		12/06/2012	10,000,000.00	9,927,700.00	10,000,000.00	0.700	0.988	1,162	12/06/2017
3136G12A6	12033	FEDERAL NATIONAL MORT. ASSOC.		12/13/2012	10,000,000.00	9,948,200.00	10,000,000.00	0.750	0.730	1,169	12/13/2017
3136G15C9	12035	FEDERAL NATIONAL MORT. ASSOC.		12/19/2012	10,000,000.00	9,935,400.00	10,000,000.00	0.700	1.094	1,175	12/19/2017
3136G15K1	12039	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	10,005,700.00	10,000,000.00	0.700	0.651	1,183	12/27/2017
3136G16W4	12040	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	9,932,300.00	9,998,704.44	0.650	0.645	1,183	12/27/2017
3136G1BA6	12045	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,954,800.00	9,998,667.78	0.700	1.134	1,217	01/30/2018
3136G1BD0	12046	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,921,700.00	10,000,000.00	0.750	1.031	1,217	01/30/2018
3136G1B57	12047	FEDERAL NATIONAL MORT. ASSOC.		01/30/2013	10,000,000.00	9,947,600.00	10,000,000.00	0.750	1.031	1,217	01/30/2018
3136G1CU1	12053	FEDERAL NATIONAL MORT. ASSOC.		02/22/2013	10,000,000.00	9,940,300.00	9,989,827.68	0.750	1.135	1,239	02/21/2018
3136G1DB2	12055	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,933,400.00	10,000,000.00	1.000	1.170	1,246	02/28/2018
3136G0UX9	12056	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,934,100.00	10,000,000.00	1.200	1.184	1,246	02/28/2018
3136G1F95	12057	FEDERAL NATIONAL MORT. ASSOC.		02/28/2013	10,000,000.00	9,987,900.00	9,996,591.67	1.000	0.922	1,246	02/28/2018
3136G0VG5	12058	FEDERAL NATIONAL MORT. ASSOC.		03/13/2013	10,000,000.00	10,022,900.00	10,100,050.00	1.500	1.184	1,259	03/13/2018
3136G1GS2	12060	FEDERAL NATIONAL MORT. ASSOC.		03/27/2013	10,000,000.00	9,957,900.00	10,000,000.00	1.000	0.937	1,273	03/27/2018
3136G1HB8	12061	FEDERAL NATIONAL MORT. ASSOC.		03/28/2013	10,000,000.00	9,932,200.00	10,000,000.00	0.800	1.100	1,274	03/28/2018
3136G1JT7	12073	FEDERAL NATIONAL MORT. ASSOC.		04/11/2013	10,000,000.00	9,974,200.00	10,000,000.00	0.750	1.178	1,288	04/11/2018
3136G1JY6	12077	FEDERAL NATIONAL MORT. ASSOC.		04/24/2013	10,000,000.00	9,910,200.00	9,998,218.06	0.800	1.134	1,301	04/24/2018
3136G1JY6	12078	FEDERAL NATIONAL MORT. ASSOC.		04/24/2013	10,000,000.00	9,910,200.00	10,000,000.00	0.800	1.129	1,301	04/24/2018
3136G1K99	12080	FEDERAL NATIONAL MORT. ASSOC.		04/30/2013	10,000,000.00	9,970,000.00	10,000,000.00	0.750	1.104	1,307	04/30/2018
3136G1K81	12081	FEDERAL NATIONAL MORT. ASSOC.		04/30/2013	10,000,000.00	9,909,200.00	10,000,000.00	0.750	1.104	1,307	04/30/2018
3136G0WB5	12082	FEDERAL NATIONAL MORT. ASSOC.		05/02/2013	10,000,000.00	9,972,800.00	10,000,000.00	1.200	1.110	1,295	04/18/2018
3136G1LA5	12086	FEDERAL NATIONAL MORT. ASSOC.		05/15/2013	10,000,000.00	9,944,800.00	10,000,000.00	0.750	0.690	1,322	05/15/2018
3136G1KV0	12087	FEDERAL NATIONAL MORT. ASSOC.		05/15/2013	10,000,000.00	9,995,000.00	10,000,000.00	0.750	1.090	1,322	05/15/2018
3136G1M63	12088	FEDERAL NATIONAL MORT. ASSOC.		05/22/2013	10,000,000.00	9,982,300.00	10,000,000.00	0.750	1.126	1,329	05/22/2018
<b>Subtotal and Average</b>					<b>534,285,714.29</b>	<b>531,611,054.29</b>	<b>534,325,036.87</b>		<b>1.169</b>	<b>1,287</b>	

<b>Medium Term Notes</b>											
03783AG5	12085	Apple Inc.		05/07/2013	10,000,000.00	10,014,500.00	10,028,839.80	0.489	0.404	1,310	05/03/2018
36962G450	10056	GENERAL ELECTRIC CAPITAL CORP		12/08/2010	10,000,000.00	10,061,700.00	9,992,745.38	0.884	1.240	364	09/30/2015
36962G5Q3	11090	GENERAL ELECTRIC CAPITAL CORP		01/31/2012	10,000,000.00	10,022,200.00	10,000,000.00	1.000	1.117	121	01/30/2015
36962G5U4	12014	GENERAL ELECTRIC CAPITAL CORP		10/22/2012	7,985,000.00	8,004,004.30	7,988,957.55	0.734	0.728	194	04/13/2015
36962G6Q2	12071	GENERAL ELECTRIC CAPITAL CORP		04/11/2013	10,000,000.00	10,056,100.00	10,024,215.91	0.933	0.840	464	01/09/2016
36962G5W0	13016	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,275,000.00	10,246,393.96	2.300	1.299	939	04/27/2017
36962G6R0	13017	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,038,000.00	10,030,081.01	1.000	0.750	464	01/09/2016
49126EA5	12010	JP MORGAN CHASE BANK		09/26/2012	10,000,000.00	10,085,200.00	10,074,008.30	2.000	1.708	1,049	08/15/2017
49126DW39	12089	JP MORGAN CHASE BANK		06/04/2013	10,000,000.00	9,992,700.00	10,000,000.00	0.733	0.820	1,342	06/04/2018

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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**September 30, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Medium Term Notes</b>											
594918AG9	10069	Microsoft Corp		12/17/2010	10,000,000.00	10,133,200.00	9,948,404.19	1.825	2.150	359	09/25/2015
594918AV6	13023	Microsoft Corp		12/09/2013	10,000,000.00	9,946,700.00	9,951,675.85	1.825	1.722	1,527	12/09/2018
89233P6S0	13073	TOYOTA MOTOR CREDIT		06/26/2014	10,000,000.00	9,965,525.00	10,028,033.06	1.250	1.233	1,100	10/05/2017
94974BKF1	12075	WELLS FARGO & CO.		04/23/2013	10,000,000.00	10,098,700.00	10,000,000.00	0.867	0.870	1,300	04/23/2018
94974BFD7	13067	WELLS FARGO BANK		04/28/2014	10,000,000.00	10,198,800.00	10,228,060.64	2.100	1.188	950	05/08/2017
94974BFD9	14003	WELLS FARGO BANK		09/19/2014	10,000,000.00	9,965,370.83	9,968,807.31	2.125	2.200	1,664	04/22/2019
94966RTD3	13047	WACHOVIA MORTGAGE FSB		03/06/2014	10,000,000.00	9,987,800.00	10,000,000.00	0.750	0.740	1,617	03/08/2019
92876GAH4	14002	WACHOVIA MORTGAGE FSB		07/23/2014	10,000,000.00	11,395,533.33	11,470,525.61	6.000	1.504	1,141	11/15/2017
931142DJ9	13029	WAL-MART STORES		12/16/2013	10,000,000.00	10,043,000.00	10,035,346.30	1.950	1.835	1,536	12/15/2018
		<b>Subtotal and Average</b>	<b>181,526,678.58</b>		<b>177,985,000.00</b>	<b>180,296,033.46</b>	<b>180,016,094.87</b>		<b>1.238</b>	<b>979</b>	
<b>Negotiable Certificates of Deposit</b>											
65558EG51	13059	NORDEA BANK FINLAND NY		04/08/2014	30,000,000.00	30,001,200.00	30,000,000.00	0.190	0.190	65	12/05/2014
		<b>Subtotal and Average</b>	<b>34,666,666.67</b>		<b>30,000,000.00</b>	<b>30,001,200.00</b>	<b>30,000,000.00</b>		<b>0.190</b>	<b>65</b>	
<b>Collateralized CDs</b>											
SYS13060	13060	Community 1st Bank		04/08/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.250	0.250	5	10/09/2014
SYS13063	13063	Five Star Bank		04/14/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.250	0.250	220	05/09/2015
SYS13062	13062	RIVER CITY BANK		04/11/2014	3,000,000.00	3,000,000.00	3,000,000.00	0.350	0.350	192	04/11/2015
		<b>Subtotal and Average</b>	<b>9,000,000.00</b>		<b>9,000,000.00</b>	<b>9,000,000.00</b>	<b>9,000,000.00</b>		<b>0.283</b>	<b>139</b>	
<b>PFA - HELICOPTER</b>											
SYS08169	08169	Public Finance Authority		04/09/2009	455,084.08	455,084.08	455,084.08	2.476	2.442	558	04/11/2016
		<b>Subtotal and Average</b>	<b>455,084.08</b>		<b>455,084.08</b>	<b>455,084.08</b>	<b>455,084.08</b>		<b>2.442</b>	<b>558</b>	
<b>Local Agency Bond</b>											
SYS13019B	13019B	Ackerman School District		10/31/2013	343,925.29	343,925.29	343,925.29	2.300	2.267	1,491	10/31/2018
SYS13072	13072	Mid Placer Public School Trans		08/13/2014	232,432.36	232,432.36	232,432.36	2.300	2.268	1,716	06/13/2019
SYS13069	13069	City of Rocklin Successor Agcy		05/01/2014	1,461,748.00	1,461,748.00	1,461,748.00	1.750	1.728	1,673	05/01/2019
		<b>Subtotal and Average</b>	<b>2,038,105.65</b>		<b>2,038,105.65</b>	<b>2,038,105.65</b>	<b>2,038,105.65</b>		<b>1.880</b>	<b>1,647</b>	
<b>Local Agency Bonds</b>											
SYS05311	05311	MIDDLE FORK JPA		03/29/2008	81,955,160.00	81,955,160.00	81,955,160.00	4.150	4.093	7,853	04/01/2036
SYS14001	14001	mPower Placer		07/22/2014	2,100,000.00	2,100,000.00	2,100,000.00	0.750	0.750	294	06/22/2015
		<b>Subtotal and Average</b>	<b>84,055,160.00</b>		<b>84,055,160.00</b>	<b>84,055,160.00</b>	<b>84,055,160.00</b>		<b>4.010</b>	<b>7,853</b>	

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**General Fund**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**September 30, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	Days to Maturity	Maturity Date
<b>Rolling Repurchase Agreements - 2</b>											
SYS11085	11085	CANTOR FITZGERALD		01/17/2012	0.00	0.00	0.00	0.130	0.130	1	
SYS000SWEEP	SWEEP	WFB REPURCHASE-SWEEP		03/01/2012	26,122,341.96	26,122,341.96	26,122,341.96		0.000	1	
		<b>Subtotal and Average</b>	<b>10,692,802.94</b>		<b>26,122,341.96</b>	<b>26,122,341.96</b>	<b>26,122,341.96</b>		<b>0.000</b>	<b>1</b>	
<b>mPower Placer</b>											
SYS13037	13037	mPower Placer		01/02/2014	10,769,074.60	10,769,074.60	10,769,074.60	3.500	3.452	1	
MP1415-10	1415-10	mPower Placer		08/21/2014	132,164.83	132,164.83	132,164.83	1.250	1.250	4,017	09/30/2025
MP1415-15	1415-15	mPower Placer		08/21/2014	35,792.54	35,792.54	35,792.54	1.250	1.250	5,843	09/30/2030
MP1415-20	1415-20	mPower Placer		08/07/2014	2,531,199.28	2,531,199.28	2,531,199.28	1.250	1.250	7,669	09/30/2035
		<b>Subtotal and Average</b>	<b>12,935,048.86</b>		<b>13,468,231.25</b>	<b>13,468,231.25</b>	<b>13,468,231.25</b>		<b>3.011</b>	<b>1,497</b>	
<b>mPower - Folsom</b>											
SYS13071	13071	mPower Folsom		06/09/2014	54,181.18	54,181.18	54,181.18	1.250	1.250	1	
MF1415-10	MF1415-10	mPower Folsom		09/04/2014	24,782.04	24,782.04	24,782.04	1.250	1.250	4,017	09/30/2025
MF1415-20	MF1415-20	mPower Folsom		08/07/2014	15,922.60	15,922.60	15,922.60	1.250	1.250	7,669	09/30/2035
		<b>Subtotal and Average</b>	<b>92,407.62</b>		<b>94,885.82</b>	<b>94,885.82</b>	<b>94,885.82</b>		<b>1.260</b>	<b>2,337</b>	
		<b>Total and Average</b>	<b>960,714,314.20</b>		<b>907,504,523.05</b>	<b>906,750,996.51</b>	<b>909,471,402.43</b>		<b>1.395</b>	<b>1,721</b>	

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**General Fund  
Portfolio Management  
Portfolio Details - Cash  
September 30, 2014**

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM	Days to 360 Maturity
<b>Cash at Bank</b>										
SYS000000	00000	PLACER COUNTY CASH			52,171,828.84	52,171,828.84	52,171,828.84		0.000	1
<b>Undeposited Receipts</b>										
SYS000000VAULT	00000VAULT	PLACER COUNTY CASH			1,158,504.39	1,158,504.39	1,158,504.39		0.000	1
		<b>Average Balance</b>	<b>0.00</b>							<b>1</b>
<b>Total Cash and Investments</b>					<b>960,834,856.28</b>	<b>960,081,329.74</b>	<b>962,801,735.66</b>		<b>1.395</b>	<b>1,721</b>

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Portfolio PLCR  
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Placer County

General Fund  
Purchases Report  
Sorted by Fund - Fund  
September 1, 2014 - September 30, 2014

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
General Fund													
MF1415-10	MF1415-10	1010	RR4	MPF	24,782.04	09/04/2014	/ - /	24,782.04		1.250	09/30/2025	1.250	24,782.04
94974BFU9	14003	1010	MTN	WF	10,000,000.00	09/19/2014	10/22 - 04/22	9,954,300.00	86,770.83	2.125	04/22/2019	2.230	9,988,807.31
				Subtotal	10,024,782.04			9,979,082.04	86,770.83				9,993,589.35
				Total Purchases	10,024,782.04			9,979,082.04	86,770.83				9,993,589.35

Data Updated: FUNDSNAP: 10/06/2014 08:49  
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# WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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

## DISTRICT GLOBAL GOALS

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

### SUBJECT:

Waiver Request and Affidavit – Request for Allowance of Attendance Because of Emergency Conditions at Carlin C Coppin Elementary School on October 1, October 2, October 3 and October 6, 2014

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick   
Assistant Superintendent of Business  
Services and Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

General Fund – Potential loss of \$56,000 in LCFF Funding

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

### BACKGROUND:

In accordance with EDUCATION Code Section 41422, districts that are prevented from maintaining school for the required number of days because of extraordinary conditions, "which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the Governing Board of the School District and of the County Superintendent of Schools, shall receive the same apportionment from the State School Fund as it would have received had it not been so prevented from maintaining schools."

The District has been renovating the Carlin C. Coppin Elementary heating, ventilation, and air conditioning system in all classrooms of the site. On Monday September 29, the renovation company was repairing some water dripping that appeared from the HVAC units at the entrance to some of the classroom buildings and found an area of concern. On Tuesday September 30, testing was conducted in the area and the results were returned later that afternoon. The testing found varying quantities of *Strachybotrys Chartarum*, *Ulodadium* and *Penicillium Aspergillus* spores present in the samples

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

indicating mold growth. Given the specific nature of the mold it was not optimum to have any students or staff on campus until the mold was abated and safety testing performed. As a safety precaution against potential health hazards to protect our students and staff it was decided on the afternoon of Tuesday September 30 to close school from October 1, 2014 through October 6, 2014 in order to perform abatement repairs and additional follow-up safety testing.

Due to the closure Carlin C Coppin Elementary lost attendance for October 1, 2, 3 and 6, 2014. Under the provisions of Education Code 41422, the District may request an allowance for operation of fewer days than normally required due to emergency conditions.

### **RECOMMENDATION:**

Administration recommends that the Board approve the submission of the J-13A Form and sign the Affidavit of the Governing Board members. The Form will then be submitted to the Placer County Office of Education for signature and then to the California Department of Education. Failure to request the waiver would result in approximately \$56,000 in lost LCFF funding.

**REQUEST FOR ALLOWANCE OF ATTENDANCE  
BECAUSE OF EMERGENCY CONDITIONS  
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: **Western Placer Unified School District**

School District (or Charter School) Address: **600 6<sup>th</sup> Street, Suite 400  
Lincoln CA 95648**

County-District Code: **31-66951**

County Name: **Placer County**

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education  
School Fiscal Services Division  
California Department of Education  
1430 N Street, Suite 3800  
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

**SCHOOL CLOSURE**

Nature of Emergency (describe):

**The District has been renovating the Carlin C. Coppin Elementary heating, ventilation, and air conditioning system in all classrooms of the site. On Monday September 29, the renovation company was repairing some water dripping that appeared from the HVAC units at the entrance to some of the classroom buildings and found an area of concern. On Tuesday September 30, testing was conducted in the area and the results were returned later that afternoon. The testing found varying quantities of Strachybotrys Chartarum, Ulodadium and Penicillium Asperagillus spores present in the samples indicating mold growth. Given the specific nature of the mold it was not optimum to have any students or staff on campus until the mold was abated and safety testing performed. After consulting with the Environmental agency performing the testing and as a safety precaution against potential health hazards to protect our students and staff it was decided on the afternoon of Tuesday September 30 to close school from October 1, 2014 through October 6, 2014 in order to perform abatement repairs and additional follow-up safety testing. On October 1, additional testing was performed on other classrooms and buildings and came in positive for the same presence of mold in specifics areas. Abatement repairs were performed on all areas that tested positive or were damp as an additional safety measure. School resumed on Tuesday, October 7, 2014. Due to the closure Carlin C Coppin Elementary lost attendance for October 1, 2, 3 and 6, 2014, approximately \$56,000 in loss of LCFF funding. Under the provisions of Education Code 41422, the District may request and allowance for operation of fewer days than normally required due to emergency conditions.**

Name of School(s): **Carlin C Coppin Elementary School**

School Code(s): **31- 66951-6085252**

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

**October 1, 2, 3, 6, 2014**

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years: **N/A**

**AFFIDAVIT OF GOVERNING BOARD MEMBERS**

We, members constituting a majority of the governing board of the Western Placer Unified School District, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

\_\_\_\_\_  
Kris Wyatt, President

\_\_\_\_\_  
Brian Haley, Vice-President

\_\_\_\_\_  
Damian Armitage, Clerk

\_\_\_\_\_  
Paul Carras, Member

\_\_\_\_\_  
Paul Long, Member

\_\_\_\_\_  
Printed Names

\_\_\_\_\_  
Signatures

**At least a majority of the members of the governing board shall execute this affidavit.**

Subscribed and sworn (or affirmed) before me, this 21<sup>st</sup> day of October, 2014.

Signature, Title \_\_\_\_\_ Superintendent

of Placer County, California

Contact/Individual responsible for preparing this form:

Name: Audrey Kilpatrick Title: Assistant Superintendent, Business & Operations

Phone: 916-645-6350 Fax : 916-645-5205 E-mail: akilpatrick@wpusd.k12.ca.us

**AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools \_\_\_\_\_

Date: \_\_\_\_\_

Subscribed and sworn (or affirmed) before me, this \_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_.

Signature, Title \_\_\_\_\_

of \_\_\_\_\_ County, California

Contact/Individual responsible for preparing this form:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax : \_\_\_\_\_ E-mail: \_\_\_\_\_

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

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

## DISTRICT GLOBAL GOALS

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
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5. Promote student health and nutrition in order to enhance readiness for learning.

### SUBJECT:

Ratification of Contract with Silverado Stages -  
Transportation Services Shakespeare Festival  
Lincoln High School Field Trip

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick   
Assistant Superintendent of Business  
Services and Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

General Fund – School Site Funds / ASB /  
Donations

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

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### BACKGROUND:

The attached contract is for transportation services with Silverado Stages for students and teachers of Lincoln High School for District sponsored field trip to the Shakespeare Festival in March 2015. The services will be funded with school site funds, student body funds and donations.

### RECOMMENDATION:

Administration recommends that the Board ratify the contract proposal agreement between Silverado Stages and Western Placer Unified School District.



Going the  
Distance  
for Travelers

241-B Prado Road  
San Luis Obispo, CA 93401  
Phone: 805-545-8400  
Fax: 805-544-7675  
Toll Free 800-781-4699  
Website: www.silveradostages.com  
Email: sales@silveradostages.com

## Charter Terms and Conditions

Ersula Bombard  
Lincoln High School  
790 J st  
Lincoln, CA 95648

Thursday, October 09, 2014

Charter No. : 65326

Phone: 916-645-6360  
Fax: 916-645-6349  
Order Date 10/09/14  
SalesRep: Lindsay Chavez

The attached Charter 65326 in the amount of \$3,732.72 is forwarded for your review and approval. A signed copy of this contract is required to confirm your charter order. If correct, please sign, date and return this contract along with the required deposit. Please include the charter order number on all the checks.

### RATES:

This quote is based on the original services requested and our current tariffs (which are subject to change). In the event of a tariff revision, you will be notified concerning rates in effect for your date of service. The total charges for your charter are subject to change in accordance with your actual itinerary which is due in this office no later than 21 days prior to the Leave Date. The dispatch office must check and approve all itineraries for compliance with the terms of this contract. Upon completion of the charter, additional hours or miles exceeding the agreed amount will be billed to you based on the tariffs in effect at the time of the charter. Rates are computed based on time or mileage from Silverado terminal. Any additional charges must be paid within 7 days of receipt of invoice. Unless written into this agreement, driver gratuities are not included in your costs. Customers are responsible (including booking and payment) for providing each driver with a single room on overnight trips and rooms may be required on 1-day charters that exceed 12 consecutive hours. Customers are responsible for payment of any tolls, parking fees, entry fees or other miscellaneous fees required to perform this trip unless written into this contract. Customers are responsible for the costs to repair any and all damages caused by Customer's party to the coach and for any additional cleaning fees for coaches returned in poor condition. Past due accounts will accrue interest at the rate of 1 1/2 per cent per month (18% annually).

### DEPOSITS:

A deposit, as listed on your contract, of thirty percent (30%) of the total amount of the charter is due within seven days of receiving this contract in order to confirm your booking. Full payment is required no later than 14 days prior to the Leave Date. Silverado Stages, Inc. reserves the right to cancel this charter if payments are not received by the due dates.

### CANCELLATIONS:

All cancellations must be submitted in writing. A change of departure date is considered to be a cancellation of the scheduled Charter. Charters cancelled 30 days or more prior to the scheduled departure date are subject to a charter cancellation fee of 6% of the total price of the charter with a minimum \$50 charge. Cancellations received less than 30 days prior to the scheduled departure date are subject to a charter cancellation fee of 30% of the total price of the charter with a minimum \$50 charge. No refunds will be made for cancellations 14 days or less prior to the scheduled departure date.

### PROHIBITED SUBSTANCES:

Smoking, drugs, and alcohol are prohibited on all coaches. Food and Drink not allowed without prior approval from the dispatch office. All animals except guide dogs are prohibited on the coaches.

### DISCLAIMER:

Silverado Stages, Inc. is not liable for damage to or loss of baggage or other property. Baggage and all other property will be handled at the passenger's own risk and only in an amount that can be conveniently carried in the storage areas of the charter coach. Silverado Stages, Inc. shall not be liable for loss of time or monies due to mechanical failure, inclement weather or traffic. We strive to ensure the best operating condition of accessory systems, but due to unpredictable failure rates of accessory systems, we cannot guarantee the operation of radio/video/P/A systems, air-conditioning and restrooms. No refunds or adjustments are given for accessory systems failures or unavailability. We cannot guarantee the assignment of requested drivers or coaches and we reserve the right to substitute equipment leased from other carriers. Silverado Stages, Inc.'s performance of the services contained in this contract is contingent upon the company's ability to furnish the equipment and perform the services.

I, the undersigned, do hereby accept the Charter Terms and Conditions described above and agree to all adhere to all policies contained herein.

  
\_\_\_\_\_  
Charter Party Signature

10/10/14  
\_\_\_\_\_  
Date

5.5.1



**Going the  
Distance  
for Travelers**

241-B Prado Road  
San Luis Obispo, CA 93401  
Phone: 805-545-8400  
Fax: 805-544-7675  
Toll Free 800-781-4699  
Website: www.silveradostages.com  
Email: sales@silveradostages.com

## Charter Contract

**Ersula Bombard**  
**Lincoln High School**  
**790 J st**  
**Lincoln, CA 95648**

Group Name: **Shakespeare Festival**

Group Leader:

Destination: **Ashland, Oregon**

Leave Date: **Thursday, March 12, 2015**

Spot Time: **7:45 am**

Leave Time: **8:00 am**

Pickup **Lincoln High School**  
Location: **790 J st.**  
**Lincoln, Ca., 95648**

Itinerary : **\*\*POC TBA\*\***  
**(Group will provide driver hotel)**

Contract Date: **10/09/14**

Charter No. : **65326**

Phone: **916-645-6360**

Fax: **916-645-6349**

Order Date **10/09/14**

SalesRep: **Lindsay Chavez**

# Coaches: **1**

Equipment: **1x56 SPAB**

Return Date: **Friday, March 13, 2015**

Retn\Drop Time: **10:30 pm**

Destination **Shakespeare Festival**  
Details: **Ashland,OR**

### Thursday, March 12, 2015:

8:00 a.m. Depart from Lincoln High School (in administration circle near office)

11:45 a.m. Arrive at Weed, California for lunch

1:00 p.m. Depart from Weed for Ashland

3:00 p.m. Arrive in Ashland, Oregon; Check in hotel - 434 S Valley View Rd,  
Ashland, OR 97520

5:30 p.m. Depart for Shakespeare Theatre

7:10 p.m. Arrive at theater

10:15 p.m. Depart theater for hotel

10:30 p.m. Arrive at hotel

### Friday, March 13, 2015:

9:00 a.m. Depart hotel and check out for Ashland Theatre

9:10 a.m. Arrive at theater

4:00 p.m. Depart theater for Redding, CA

7:00 p.m. Arrive in Redding, CA

8:00 p.m. Depart Redding for Lincoln, CA

10:30 p.m. Arrive in Lincoln, CA

Line Item Description	# Coaches	Qty	Rate	Charge
56-Pax Coach, >5, Full Day Rate (10-hour max)	1	2.00	\$1,264.50	\$2,529.00
56-Pax Coach, >5, Extra Hour(s)	1	11.00	\$90.00	\$990.00
Fuel Surcharge at Time of Booking (Per Mile)	1	670.00	\$0.30	\$201.00
Environmental fee per day	1	2.00	\$1.96	\$3.92

Due Dates	Description	Amount
10/19/14	Contract	
10/19/14	Deposit \ Itinerary	\$1,000.00
02/26/15	Final Payment	\$2,732.72

Transport Charge:	\$3,723.92
PUC Tax:	\$8.80
Total Charge:	\$3,732.72
Amount Paid:	\$0.00
Balance Due:	\$3,732.72

5.5.2



Going the  
Distance  
for Travelers

241-B Prado Road  
San Luis Obispo, CA 93401  
Phone: 805-545-8400  
Fax: 805-544-7675  
Toll Free 800-781-4699  
Website: [www.silveradostages.com](http://www.silveradostages.com)  
Email: [sales@silveradostages.com](mailto:sales@silveradostages.com)

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## Charter Contract

Contract Date: 10/09/14

Charter No. : 65326

Charter Party is responsible for providing the driver's hotel room. "No company motorcoach may be driven on dirt or unpaved roads unless specifically approved in writing by company management." Alcohol is prohibited. Charter Party is also responsible for any parking, toll, entry or miscellaneous fees associated with the performance of this charter. Per Federal and/or State laws, drivers must take a meal break consisting of at least 30-minutes for every 5-hours on duty, and be allowed to take a 10-minute rest break every 3 hours they are on duty. Please assist your driver in staying within the legal hours by adhering to the departure times.

PLEASE REMEMBER to send us a complete itinerary to insure the success of your trip.

Thank you for choosing Silverado Stages!

Carmel Carlson 10/10/14  
Charter Party Signature Date

5.5.3

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

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

## DISTRICT GLOBAL GOALS

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5. Promote student health and nutrition in order to enhance readiness for learning.

### SUBJECT:

Ratification of Contract with LifeTouch  
School Photography Services

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick  
Assistant Superintendent of Business  
Services and Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

General Fund – School Site Funds

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

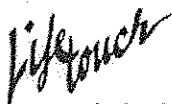
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### BACKGROUND:

The attached contract is for school photography services with LifeTouch at Sheridan Elementary School to reserve the dates for the 2015-16 school year. The services will be funded with school site funds.

### RECOMMENDATION:

Administration recommends that the Board ratify the contract proposal agreement between LifeTouch and Western Placer Unified School District.



7916 Alta Sunrise Lane  
Citrus Heights, CA 95610

# School Photography Contract

☐ 2014-2015

☒ 2015-2016

☐ 2016-2017



## SCHOOL INFORMATION

Account: Sheridan School

LID: 6842

Address: 4730 H St

Phone: (530) 633-2591

Fax: ( ) -

City/State/Zip: Sheridan CA, 95681

Grades: K - 8

Enrollment: 95

Principal: Melissa Willes Email: \_\_\_\_\_

Secretary: Karen Roberts

Email: \_\_\_\_\_

YB Advisor: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Activities: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## SCHOOL SERVICES

### ID Cards

☐ I-Depot

☐ Lab Produced

# Of Designs \_\_\_\_\_ Staff badges? Yes No

Barcode approved \_\_\_\_\_ back print? Yes No

Validations: Activity/ASB Bus Internet Other: \_\_\_\_\_

Temp IDs needed? Yes No Date needed \_\_\_\_\_

Replacement System? Yes No Date needed \_\_\_\_\_

### Service Codes and Sorts

Teacher Grade Homeroom School Teacher/Period

Item	Code	Sort	Release	Ship To
Imagstream CD	771			
Color Portrait Strips	615			
Yearbook CD				
Directory				
Safety Cards				
Student ID Cards	628Z			
Staff ID Cards	623Z			

### Fall Class Picture Information

977V

CP Type	In-pack	Verify	Hold
Composite			
Group			

Group location: \_\_\_\_\_

Risers? Yes No Staff group? Yes No Time: \_\_\_\_\_

### Commission

Fall Commission: \$2.00 per pd fall pkg

Spring Commission: \_\_\_\_\_

## SCHOOL PICTURE DAY INFORMATION

Fall Program: BRT+

Pano: \_\_\_\_\_

Spring Program: PrePay

Groups: \_\_\_\_\_

Pano: \_\_\_\_\_

Smilestones: \_\_\_\_\_

Gowns: \_\_\_\_\_

Grade: \_\_\_\_\_

Sports: \_\_\_\_\_

Commencements/Grad: \_\_\_\_\_

Prom: \_\_\_\_\_

### Picture Day Information

Program Contact Karen Roberts

Contact Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Flyers needed by \_\_\_\_\_

Start Time \_\_\_\_\_ Done By: \_\_\_\_\_

Setup Location \_\_\_\_\_

How many Classes \_\_\_\_\_ Largest Class \_\_\_\_\_

AM/PM Kindergarten Yes No Preschool Yes No

Job Notes \* Santa winter photos and spring family photos

During the Agreement Term, Lifetouch National School Studios Inc. is designated as the School's exclusive professional photographer to photograph process and deliver photographs for the programs described above. Lifetouch will not disclose confidential information provided by the school or use it for any purpose except to fulfill the services requested to be performed by Lifetouch.

Authorized School Representative

Lifetouch Representative

Date

5.6.1

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

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

**DISTRICT GLOBAL GOALS**

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
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**SUBJECT:**

Contract with SchoolWorks, Inc.  
For Geographical Informational Systems (GIS)  
For the 2014/2015 Fiscal Year

**AGENDA ITEM AREA:**

Consent

**REQUESTED BY:**

Heather Steer, Facilities Coordinator

**ENCLOSURES:**

Yes

**DEPARTMENT:**

Facilities

**FINANCIAL INPUT/SOURCE:**

Restricted Facilities Fund 25

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

Since 2008 we have contracted with a service company to provide Geographical Information System services. These services provide detailed mapping, student information, location services, enrollment projections and school boundary information. Last fiscal year we changed companies for this service and have very good results and response from SchoolWorks, Inc. Staff is recommending a renewed annual contract with SchoolWorks, Inc. for GIS Services and a 2014 Demographic Study.

**RECOMMENDATION:**

Staff recommends ratification of contract for GIS Services with SchoolWorks, Inc. for the 2014-2015 year.



6815 Fair Oaks Blvd, Suite 3  
Carmichael, CA 95608  
Ph. 916.733.0402

[www.SchoolWorksGIS.com](http://www.SchoolWorksGIS.com)

# WESTERN PLACER UNIFIED SCHOOL DISTRICT

October 1, 2014 – September 30, 2015

## 2014/2015 SCHOOLWORKS GIS SERVICES CONTRACT

SchoolWorks, Inc. will contract to perform the tasks enumerated below for the prices indicated. School districts are authorized to enter into this agreement by Government Code 53060.

### I. FACILITY PLANNING CONSULTING SERVICES

#### A. GIS Services:

##### 1. **2014 Demographic Study with Enrollment Projections:**

SchoolWorks will provide a comprehensive Demographic Study. This Study will include District enrollment projections, individual school projections, attendance boundary maps, birth rate analysis, new development activity, district yield rates, school capacities and projected classroom needs. This Study allows those without direct access to the GIS software to have the demographic data they need to make informed decisions.

##### 2. **GIS Program Services:**

Data files to be provided/processed include the following:

###### ✓ **Students:**

Update the student data files with the 2014/15 enrollment data

###### ✓ **Facilities:**

Update the facility information with any changes made during the past year

###### ✓ **New Developments:**

Input any new developments in the community that occurred during the past year

##### 3. **Software Upgrades:**

###### ✓ Updated Map Files (streets, parcels, etc.)

###### ✓ Updated MapInfo files:

- SchoolWorks Toolbar added to increase efficiency
- New Menu Items

###### ✓ Updated Excel file: SchoolWorks 2014

- Includes updated charts/figures/reports
- New Menus/Buttons to increase efficiency
- Review historic cohort trends and enrollments for each school



2014/2015 SchoolWorks GIS Services Contract

4. **School Locator Maintenance:**  
New – Improved – Updated School Locator (if you use this software)
5. **Technical Support**
- ✓ Complete Installation of Updated Data and SchoolWorks® 2014
  - ✓ Half-Day Training and Review Session with SchoolWorks® staff
  - ✓ One (1) Board Presentation (Demographic Study)
  - ✓ Unlimited Telephone Technical Support

II. **Terms:**

Comprehensive GIS Services .....\$5,000

*If SchoolWorks presence is requested at additional school board meetings or other meetings, the district will be billed at \$140 per hour, plus travel time and expenses.*

III. **Payment schedule:**

The GIS Annual Services may be billed in one or two payments. If one payment is selected, it will be billed in November 2014. If two payments are selected, they will be billed in November 2014 and May 2015. Please select your billing preference below:

☒ One Payment

☐ Two Payments

*The amount of each billing is due within thirty days of the date of the invoice. A late fee of five percent (5%) of the invoice amount will be charged if the amount due is not paid within sixty days of the date of the invoice.*

Authorized Signature

Ken Reynolds, President  
SchoolWorks, Inc.

Asst. Supt. Business & Operations

Title

10/9/14

Dated

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

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

## DISTRICT GLOBAL GOALS

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5. Promote student health and nutrition in order to enhance readiness for learning.

### SUBJECT:

Ratify Increase of Contract between Sierra Foothills Academy and WPUSD – August 25, 2014 through June 30, 2015

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick,   
Assistant Superintendent of Business & Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

Special Education Funds

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

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### BACKGROUND:

The attached contract is for Non Public School (NPS) services with Sierra Foothills Academy for two students of our district and increases the existing board approved contract. The contract period is from August 25, 2014 through June 30, 2015. The hourly or daily rates are included in the attached service agreement. The NPS costs related to the services will be funded from the District Special Education Program. The total additional estimated cost for the two students to the overall contract with Sierra Foothills Academy is \$112,083.

### RECOMMENDATION:

Administration recommends the Board ratify the increase of the contract between Sierra Foothills Academy and WPUSD as noted above.

# INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES

(Education Code Sections 56365 et seq.)

This agreement is effective on 8/25/2014 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2015, unless sooner terminated as provided in the Master Contract and by applicable law. Attached as Exhibit 1 to this Independent Services Agreement is the Master Contract executed between the CONTRACTOR identified below and the Placer County Special Education Local Plan Area (SELPA). All terms and conditions of this Master Contract are specifically included and incorporated into this Independent Services Agreement.

<b>Local Education Agency(LEA)</b>		Western Placer Unified School District		<b>Nonpublic School/Agency</b>		Sierra Foothills Academy	
<b>Address</b>		600 6 <sup>th</sup> Street, Fourth Floor		<b>Address</b>		6245 King Road	
<b>City, State Zip</b>		Lincoln, CA 95648		<b>City, State, Zip</b>		Loomis, CA 95650	
<b>Phone</b>		(916) 645-4078		<b>Business Contact Name</b>		Dr. Thomas Williams	
<b>LEA Case Manager</b>		Susan Watkins		<b>Phone</b>		916-259-2790	<b>Fax</b> 916-259-2794
				<b>e-Mail</b>		drwilliams@sierrafoothillsacademy.org	
<b>Student Last Name</b>				<b>Student First Name</b>			
<b>D.O.B.</b>				<b>Program Contact Name</b>		Dr. Thomas Williams	
				<b>Phone</b>		916-259-2790	<b>Fax</b> 916-259-2794
				<b>e-Mail</b>		drwilliams@sierrafoothillsacademy.org	
<b>Grade</b>		<b>Level</b>		<b>Sex</b>	( ) M ( X ) F		
<b>Parent/Guardian Last Name</b>				<b>Parent/Guardian First Name</b>			
<b>Address</b>				<b>Education Schedule – Regular School Year</b>			
<b>City, State, Zip</b>				<b>Number of Days</b>			<b>Number of Weeks</b>
<b>Home Phone</b>				<b>Education Schedule – Extended School Year</b>			
				<b>Number of Days</b>			<b>Number of Weeks</b>
				<b>Contract Begins</b>		08/25/2014	<b>Ends</b> 06/30/2015
				<b>Master Contract Approved by the Governing Board on</b>			

## DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

SERVICES	PROVIDER				Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Sessions		Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	NPA	OTHER Specify			Reg School Year	ESY	
A. BASIC EDUCATION		X			147.25/day		175	20	\$28,713.75
B. RELATED SERVICES									
1. Transportation a. Paid to NPS/A b. Reimburse parent		X			28.14/day		175	20	\$ 5,487.30
2. Counseling a. Group b. Individual c. Family		X			105.00/hr	12.50 hrs/yr Behavior 1 hr/ESY			\$ 1,417.50
3. Adapted P.E.									
4. Speech/Language a. Group b. Individual		X			104.50/hr	20 hours/yr 1 hr/ESY			\$ 2,194.50
5. Occupational Therapy a. Therapy b. Consultation		X			95.00/hr	45 min/weekly / 38 weeks 28.50 hrs/yr			\$ 2,707.50

B. RELATED SERVICES (cont'd)	Provider				Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Sessions		Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	NPA	OTHER Specify			Reg School Year	ESY	
6. Physical Therapy a. Therapy b. Consultation		X			97.50/hr	30 hrs/yr 2.5 hrs/ ESY			\$ 3,168.75
7. ABA a. Consult b. Direct c. Supervision d. Assessment									
8. One-to-One Aide		X			25.00/hr	7.50 hrs/ day reg 6/hrs/day ESY	175	20	\$32,812.50 \$ 3,000.00
9. Other									
						TOTAL COST			\$79,501.80

ESTIMATED MAXIMUM RELATED SERVICES COST \$ 79,501.80

SPECIALIZED EQUIPMENT/SUPPLIES \_\_\_\_\_ \$ \_\_\_\_\_

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS/SPECIALIZED EQUIPMENT/SUPPLIES \$ 79,501.80

6  
4. Other Provisions/Attachments: \_\_\_\_\_

5. Progress Reporting Requirements: \_\_\_\_\_ Quarterly \_\_\_\_\_ Monthly \_\_\_\_\_ Other (Specify) \_\_\_\_\_

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

LEA

Sierra Foothills Academy  
(Name of Nonpublic School/Agency)  
Dr. Thomas Williams 9/25/14  
(Signature) (Date)

Dr. Thomas Williams Principal  
(Name and Title)

Western Placer Unified School District  
(Name of LEA)  
Susan Watkins 10/3/14  
(Signature) (Date)

Susan Watkins Director of Special Education  
(Name of Superintendent or Authorized Designee)  
[Signature] 10/13/14  
Asst Supt of Business Sys and Operations

# INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES

(Education Code Sections 56365 et seq.)

This agreement is effective on 9/03/2014 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2015, unless sooner terminated as provided in the Master Contract and by applicable law. Attached as Exhibit 1 to this Independent Services Agreement is the Master Contract executed between the CONTRACTOR identified below and the Placer County Special Education Local Plan Area (SELPA). All terms and conditions of this Master Contract are specifically included and incorporated into this Independent Services Agreement.

<b>Local Education Agency(LEA)</b>	Western Placer Unified School District	<b>Nonpublic School/Agency</b>	Sierra Foothills Academy
<b>Address</b>	600 6 <sup>th</sup> Street, Fourth Floor	<b>Address</b>	6245 King Road
<b>City, State Zip</b>	Lincoln, CA 95648	<b>City, State, Zip</b>	Loomis, CA 95650

<b>Phone</b>	(916) 645-4078	<b>Business Contact Name</b>	Dr. Thomas Williams
<b>LEA Case Manager</b>	Susan Watkins	<b>Phone</b>	916-259-2790
		<b>Fax</b>	916-259-2794
<b>Student Last Name</b>		<b>Student First Name</b>	
<b>D.O.B.</b>		<b>Phone</b>	916-259-2790
<b>I.D. #</b>		<b>Fax</b>	916-259-2794
<b>Grade</b>		<b>e-Mail</b>	drwilliams@sierrafoothillsacademy.org
<b>Level</b>		<b>Education Schedule – Regular School Year</b>	
<b>Sex</b>	( ) M ( X ) F	<b>Number of Days</b>	
<b>Parent/ Guardian Last Name</b>		<b>Number of Weeks</b>	
<b>Parent/ Guardian First Name</b>		<b>Education Schedule – Extended School Year</b>	
<b>Address</b>		<b>Number of Days</b>	
<b>City, State, Zip</b>		<b>Number of Weeks</b>	
<b>Home Phone</b>		<b>Contract Begins</b>	09/03/2014
<b>Business</b>		<b>Ends</b>	06/30/2015
		<b>Master Contract Approved by the Governing Board on</b>	

## DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

SERVICES	PROVIDER				Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Sessions		Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	NPA	OTHER Specify			Reg School Year	ESY	
A. BASIC EDUCATION		X			147.25/day		169		\$24,885.25
B. RELATED SERVICES									
1. Transportation									
a. Paid to NPS/A		X			28.14/day		169		\$ 4,755.66
b. Reimburse parent									
2. Counseling		X			105.00/hr	28 hours/yr			\$ 2,940.00
a. Group									
b. Individual									
c. Family									
3. Adapted P.E.									
4. Speech/Language									
a. Group									
b. Individual									
5. Occupational Therapy									
a. Therapy									
b. Consultation									

B. RELATED SERVICES (cont'd)	Provider				Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Sessions		Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	NPA	OTHER Specify			Reg School Year	ESY	
6. Physical Therapy a. Therapy b. Consultation									
7. ABA a. Consult b. Direct c. Supervision d. Assessment									
8. One-to-One Aide									
9. Other									
						TOTAL COST			\$32,580.91

ESTIMATED MAXIMUM RELATED SERVICES COST \$ 32,580.91

SPECIALIZED EQUIPMENT/SUPPLIES \_\_\_\_\_ \$ \_\_\_\_\_

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS/SPECIALIZED EQUIPMENT/SUPPLIES \$ 32,580.91

6  
4. Other Provisions/Attachments: \_\_\_\_\_

5. Progress Reporting Requirements: \_\_\_\_\_ Quarterly \_\_\_\_\_ Monthly \_\_\_\_\_ Other (Specify) \_\_\_\_\_

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

LEA

Sierra Foothills Academy  
(Name of Nonpublic School/Agency)

Western Placer Unified School District  
(Name of LEA)

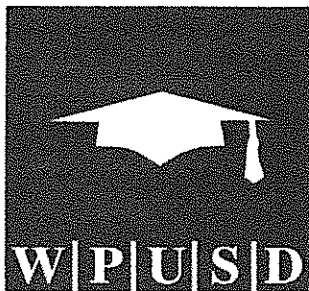
(Signature) Thomas Williams 9/25/14  
(Date)

(Signature) Susan Watkins 10/3/14  
(Date)

Dr. Thomas Williams Principal  
(Name and Title)

Susan Watkins Director of Special Education  
(Name of Superintendent or Authorized Designee)

(Signature) [Signature] 10/1/14  
Asst Supt of Business Svcs and Operations

**Western Placer Unified School District**

Business

600 6th Street, Suite 400

Lincoln, CA 95648

(916) 645-6387 FAX (916) 645-5295

**PURCHASE ORDER**

NO: PO15-00220

DATE 06/24/2014

ORDERED FROM:

Fax: (916) 259-2794

SIERRA FOOTHILLS ACADEMY  
6245 KING ROAD  
LOOMIS, CA 95650-8801

SHIP TO:

Special Education  
600 6th Street, Suite 400  
Lincoln, CA 95648

Phone:

**IMPORTANT INSTRUCTIONS TO VENDOR**

1. Itemized INVOICES in Duplicate.
2. Enclose PACKING LIST (including PO #) with ALL shipments.
3. Deviation in PRICE or SUBSTITUTION in kind only permitted with APPROVAL.
4. All deliveries F.O.B. Destination unless otherwise specified. If freight is to be charged, prepay, and add to invoice.
5. THE LAW REQUIRES MATERIAL SAFETY DATA SHEETS FOR PRODUCTS ON THIS ORDER. PLEASE ENCLOSE WITH INVOICE.
6. No Payments will be made until ENTIRE order has been completed and accepted, unless special arrangements are made.
7. Any work performed for the District must comply with public contract code and prevailing wage requirements. Compliance is the responsibility of the vendor.
8. Vendor shall comply with the lawful requirements of the District, the State of California, and all applicable requirements of the City of Lincoln and Placer County regarding discharges to the storm drain system and watercourses, including applicable requirements specified in local municipal storm water management programs or plans.

Phone: (916) 259-2790

ORDER LOCATION

9000 - Special Education

ORDER TYPE

PO without receiving

VENDOR #

002757/1

REQUISITIONER

Diane Metzelaar

REQUISITION #

VR15-00239

DATE REQUIRED

F.O.B.

TERMS OF PAYMENT

SHIP VIA

BUYER

RPQ #

ITEM	QTY	UNIT	DESCRIPTION	UNIT COST	EXTENSION
			Open PO		
1	1	EACH	Open PO from 7/1/14 to 6/30/15 for Sierra Foothills Academy.	95,328.02	\$95,328.02
			Open PO		
2	1	EACH	Add Justina Reagan to open PO to attend NPS for 2014-15.	79,501.80	\$79,501.80
3	1	EACH	Add Nicole Clarity to open PO to attend NPS for 2014-15.	32,580.91	\$32,580.91
			Order Sub-Total		\$207,410.73
			Sales Tax		.00
			Shipping		.00
			Adjustment		.00
			Order Total		\$207,410.73

**ACCOUNT DISTRIBUTION**

01. 6500. 0. 5800. 00. 5770. 1180. 000. 00. 000. 00

**AMOUNT**

\$207,410.73

\*\*\*\* End of Order \*\*\*\*

AUTHORIZED BY:

58.5

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

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

## DISTRICT GLOBAL GOALS

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

### SUBJECT:

Ratify Increase of Contract between Placer Learning Center and WPUSD – September 11, 2014 through June 30, 2015

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick,   
Assistant Superintendent of Business & Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

Special Education Funds /  
Mental Health Funds

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

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### BACKGROUND:

The attached contracts are for Non Public School (NPS) services with Placer Learning Center to add two (2) students to the existing board approved contract. The contract period is from September 11, 2014 through June 30, 2015. The hourly or daily rates are included in the attached service agreement. The NPS costs related to the services will be funded from the District Special Education Program (87%) and Mental Health Funds (13%). The total additional estimated costs for two students to the overall contract with Placer Learning Center is \$54,344.

### RECOMMENDATION:

Administration recommends the Board ratify the increase of the contract between Placer Learning Center and WPUSD as noted above.

# INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES

(Education Code Sections 56365 et seq.)

This agreement is effective on 9/29/2014 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2015, unless sooner terminated as provided in the Master Contract and by applicable law. Attached as Exhibit 1 to this Independent Services Agreement is the Master Contract executed between the CONTRACTOR identified below and the Placer County Special Education Local Plan Area (SELPA). All terms and conditions of this Master Contract are specifically included and incorporated into this Independent Services Agreement.

|                                    |  |                                   |                                |   |                         |
|------------------------------------|--|-----------------------------------|--------------------------------|---|-------------------------|
| <b>Local Education Agency(LEA)</b> | Western Placer Unified School District   |                                   | <b>Nonpublic School/Agency</b> | Placer Learning Center                                    |                         |
| <b>Address</b>                     | 600 6 <sup>th</sup> Street, Fourth Floor |                                   | <b>Address</b>                 | 5477 Eureka Rd  |                         |
| <b>City, State Zip</b>             | Lincoln, CA 95648                        |                                   | <b>City, State, Zip</b>        | Granite Bay, CA 95746                                     |                         |
| <b>Phone</b>                       | (916) 645-4078                           |                                   | <b>Business Contact Name</b>   | Randye Eichler  |                         |
| <b>LEA Case Manager</b>            | Susan Watkins                            |                                   | <b>Phone</b>                   | 916-774-1260  | <b>Fax</b> 916-791-0860 |
|                                    |  |                                   | <b>e-Mail</b>                  | randye@placerlc.com                                       |                         |
| <b>Student Last Name</b>           |  | <b>Student First Name</b>         |                                | <b>Program Contact Name</b>                               | Randye Eichler          |
| <b>D.O.B.</b>                      |  | <b>I.D. #</b>                     |                                | <b>Phone</b>  | 916-774-1260            |
|                                    |  | <b>Sex</b>                        | (X) M ( ) F                    | <b>Fax</b>  | 916-791-0860            |
| <b>Grade</b>                       |  | <b>Level</b>                      |                                | <b>e-Mail</b>   | randye@placerlc.com     |
| <b>Parent/Guardian Last Name</b>   |  | <b>Parent/Guardian First Name</b> |                                | <b>Education Schedule – Regular School Year</b>           |                         |
| <b>Address</b>                     |  |                                   |                                | <b>Number of Days</b>                                     | <b>Number of Weeks</b>  |
| <b>City, State, Zip</b>            |  |                                   |                                | <b>Education Schedule – Extended School Year</b>          |                         |
| <b>Home Phone</b>                  |  | <b>Business</b>                   |                                | <b>Number of Days</b>                                     | <b>Number of Weeks</b>  |
|                                    |  |                                   |                                | <b>Contract Begins</b>                                    | 9/29/2014               |
|                                    |  |                                   |                                | <b>Ends</b>   | 06/30/2015              |
|                                    |  |                                   |                                | <b>Master Contract Approved by the Governing Board on</b> |                         |

## DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

| SERVICES   | PROVIDER |     |     |               | Cost and Duration of Session | Number of Sessions per wk/mo/yr | Maximum Number of Sessions |     | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|-----|---------------|------------------------------|---------------------------------|----------------------------|-----|--|
|  | LEA      | NPS | NPA | OTHER Specify |                              |                                 | Reg School Year            | ESY |  |
| A. BASIC EDUCATION   |          | X   |     |               | 145.60 /day                  |                                 | 152                        |     | \$ 22,131.20                                       |
| B. RELATED SERVICES  |          |     |     |               |                              |                                 |                            |     |  |
| 1. Transportation<br>a. Paid to NPS/A<br>b. Reimburse parent |          |     |     |               |                              |                                 |                            |     |  |
| 2. Counseling<br>a. Group<br>b. Individual<br>c. Family      |          | X   |     |               | 80.00/hr                     | 50 hrs/ yr                      |                            |     | \$ 4,000.00  |
| 3. Adapted P.E.  |          |     |     |               |                              |                                 |                            |     |  |
| 4. Speech/Language<br>a. Group<br>b. Individual              |          |     |     |               |                              |                                 |                            |     |  |
| 5. Occupational Therapy<br>a. Therapy<br>b. Consultation     |          |     |     |               |                              |                                 |                            |     |  |

| B. RELATED SERVICES<br>(cont'd)                                      | Provider   |            |            |                  | Cost<br>and<br>Dura-<br>tion of<br>Session | Number<br>of<br>Sessions<br>per<br>wk/mo/yr | Maximum<br>Number of<br>Sessions |     | Estimated<br>Maximum<br>Total Cost<br>for<br>Contracted<br>Period |
|--|------------|------------|------------|------------------|--|---|----------------------------------|-----|---|
|  | <u>LEA</u> | <u>NPS</u> | <u>NPA</u> | OTHER<br>Specify |  |   | Reg<br>School<br>Year            | ESY |   |
|  |            |            |            |                  |  |   |                                  |     |   |
| 6. Physical Therapy<br>a. Therapy<br>b. Consultation                 |            |            |            |                  |  |   |                                  |     |   |
| 7. ABA<br>a. Consult<br>b. Direct<br>c. Supervision<br>d. Assessment |            |            |            |                  |  |   |                                  |     |   |
| 8. One-to-One Aide   |            |            |            |                  |  |   |                                  |     |   |
| 9. Other   |            |            |            |                  |  |   |                                  |     |   |
|  |            |            |            |                  |  | TOTAL COST                                  |                                  |     | 26,131.20   |

ESTIMATED MAXIMUM RELATED SERVICES COST \$ 26,131.20

SPECIALIZED EQUIPMENT/SUPPLIES \_\_\_\_\_ \$ \_\_\_\_\_

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS/SPECIALIZED EQUIPMENT/SUPPLIES \$ 26,131.20

4. Other Provisions/Attachments: \_\_\_\_\_

5. Progress Reporting Requirements: \_\_\_\_\_ Quarterly \_\_\_\_\_ Monthly \_\_\_\_\_ Other (Specify \_\_\_\_\_)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

LEA

Placer Learning Center  
(Name of Nonpublic School/Agency)

Randy Eichler  
(Signature) 10/1/2014  
(Date)

Randy Eichler, MS  
(Name and Title)

Western Placer Unified School District  
(Name of LEA)

Susan Watkins  
(Signature) 10/7/14  
(Date)

Susan Watkins Director of Special Education  
(Name of Superintendent or Authorized Designee)

[Signature]  
Asst Supt of Business Svs and Operations 10/13/14

# INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES

(Education Code Sections 56365 et seq.)

This agreement is effective on 9/11/2014 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2015, unless sooner terminated as provided in the Master Contract and by applicable law. Attached as Exhibit 1 to this Independent Services Agreement is the Master Contract executed between the CONTRACTOR identified below and the Placer County Special Education Local Plan Area (SELPA). All terms and conditions of this Master Contract are specifically included and incorporated into this Independent Services Agreement.

|                                    |  |   |                        |
|------------------------------------|--|---|------------------------|
| <b>Local Education Agency(LEA)</b> | Western Placer Unified School District   | <b>Nonpublic School/Agency</b>                            | Placer Learning Center |
| <b>Address</b>                     | 600 6 <sup>th</sup> Street, Fourth Floor | <b>Address</b>  | 5477 Eureka Rd         |
| <b>City, State Zip</b>             | Lincoln, CA 95648                        | <b>City, State, Zip</b>                                   | Granite Bay, CA 95746  |
| <b>Phone</b>                       | (916) 645-4078                           | <b>Business Contact Name</b>                              | Randy Eichler          |
| <b>LEA Case Manager</b>            | Susan Watkins                            | <b>Phone</b>  | 916-774-1260           |
|                                    |  | <b>Fax</b>  | 916-791-0860           |
|                                    |  | <b>e-Mail</b>   | reichler@placerlc.com  |
| <b>Student Last Name</b>           |  | <b>Student First Name</b>                                 |                        |
| <b>D.O.B.</b>                      |  | <b>ID.#</b>   |                        |
| <b>Grade</b>                       |  | <b>Level</b>  |                        |
| <b>Sex</b>                         | (X) M ( ) F                              | <b>Program Contact Name</b>                               | Randy Eichler          |
| <b>Parent/Guardian Last Name</b>   |  | <b>Parent/Guardian First Name</b>                         |                        |
| <b>Address</b>                     |  | <b>Phone</b>  | 916-774-1260           |
| <b>City, State, Zip</b>            |  | <b>Fax</b>  | 916-791-0860           |
| <b>Home Phone</b>                  |  | <b>e-Mail</b>   | reichler@placerlc.com  |
| <b>Business</b>                    |  | <b>Education Schedule - Regular School Year</b>           |                        |
|                                    |  | <b>Number of Days</b>                                     |                        |
|                                    |  | <b>Number of Weeks</b>                                    |                        |
|                                    |  | <b>Education Schedule - Extended School Year</b>          |                        |
|                                    |  | <b>Number of Days</b>                                     |                        |
|                                    |  | <b>Number of Weeks</b>                                    |                        |
|                                    |  | <b>Contract Begins</b>                                    | 9/11/2014              |
|                                    |  | <b>Ends</b>   | 06/30/2015             |
|                                    |  | <b>Master Contract Approved by the Governing Board on</b> |                        |

## DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

| SERVICES   | PROVIDER |     |     |               | Cost and Duration of Session | Number of Sessions per wk/mo/yr | Maximum Number of Sessions |     | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|-----|---------------|------------------------------|---------------------------------|----------------------------|-----|--|
|  | LEA      | NPS | NPA | OTHER Specify |                              |                                 | Reg School Year            | ESY |  |
| <b>A. BASIC EDUCATION</b>                                    |          | X   |     |               | 145.60 /day                  |                                 | 163                        |     | \$ 23,732.80                                       |
| <b>B. RELATED SERVICES</b>                                   |          |     |     |               |                              |                                 |                            |     |  |
| 1. Transportation<br>a. Paid to NPS/A<br>b. Reimburse parent |          |     |     |               |                              |                                 |                            |     |  |
| 2. Counseling<br>a. Group<br>b. Individual<br>c. Family      |          | X   |     |               | 80.00/hr                     | 56 hrs/ yr                      |                            |     | \$ 4,480.00  |
| 3. Adapted P.E.  |          |     |     |               |                              |                                 |                            |     |  |
| 4. Speech/Language<br>a. Group<br>b. Individual              |          |     |     |               |                              |                                 |                            |     |  |
| 5. Occupational Therapy<br>a. Therapy<br>b. Consultation     |          |     |     |               |                              |                                 |                            |     |  |

5.9.3

| B. RELATED SERVICES<br>(cont'd)                                      | Provider |     |     |                  | Cost<br>and<br>Duration<br>of<br>Session | Number<br>of<br>Sessions<br>per<br>wk/mo/yr | Maximum<br>Number of<br>Sessions |     | Estimated<br>Maximum<br>Total Cost<br>for<br>Contracted<br>Period |
|--|----------|-----|-----|------------------|--|---|----------------------------------|-----|---|
|  | LEA      | NPS | NPA | OTHER<br>Specify |  |   | Reg<br>School<br>Year            | ESY |   |
| 6. Physical Therapy<br>a. Therapy<br>b. Consultation                 |          |     |     |                  |  |   |                                  |     |   |
| 7. ABA<br>a. Consult<br>b. Direct<br>c. Supervision<br>d. Assessment |          |     |     |                  |  |   |                                  |     |   |
| 8. One-to-One Aide   |          |     |     |                  |  |   |                                  |     |   |
| 9. Other   |          |     |     |                  |  |   |                                  |     |   |
|  |          |     |     |                  |  | TOTAL COST                                  |                                  |     | 28,212.80   |

ESTIMATED MAXIMUM RELATED SERVICES COST \$ 28,212.80

SPECIALIZED EQUIPMENT/SUPPLIES \$

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS/SPECIALIZED EQUIPMENT/SUPPLIES \$ 28,212.80

4. Other Provisions/Attachments:

5. Progress Reporting Requirements: Quarterly Monthly Other (Specify)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

LEA

Placer Learning Center  
(Name of Nonpublic School/Agency)

Randy Eichler  
(Signature) 09/29/14  
(Date)

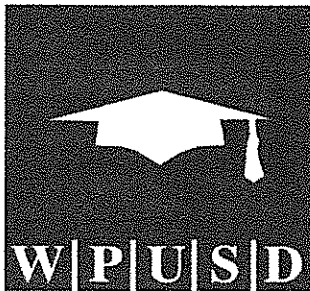
Randy Eichler, MS  
(Name and Title)

Western Placer Unified School District  
(Name of LEA)

Susan Watkins  
(Signature) 9/29/14  
(Date)

Susan Watkins Director of Special Education  
(Name of Superintendent or Authorized Designee)

Asst Supt of Business Svs and Operations



# Western Placer Unified School District

## PURCHASE ORDER

NO: PO15-00219

DATE 06/24/2014

Business

600 6th Street, Suite 400

Lincoln, CA 95648

(916) 645-6387 FAX (916) 645-5295

SHIP TO:

Special Education

600 6th Street, Suite 400

Lincoln, CA 95648

Phone:

### IMPORTANT INSTRUCTIONS TO VENDOR

1. Itemized INVOICES in Duplicate.
2. Enclose PACKING LIST (including PO #) with ALL shipments.
3. Deviation in PRICE or SUBSTITUTION in kind only permitted with APPROVAL.
4. All deliveries F.O.B. Destination unless otherwise specified. If freight is to be charged, prepay, and add to invoice.
5. THE LAW REQUIRES MATERIAL SAFETY DATA SHEETS FOR PRODUCTS ON THIS ORDER. PLEASE ENCLOSE WITH INVOICE.
6. No Payments will be made until ENTIRE order has been completed and accepted, unless special arrangements are made.
7. Any work performed for the District must comply with public contract code and prevailing wage requirements. Compliance is the responsibility of the vendor.
8. Vendor shall comply with the lawful requirements of the District, the State of California, and all applicable requirements of the City of Lincoln and Placer County regarding discharges to the storm drain system and watercourses, including applicable requirements specified in local municipal storm water management programs or plans.

ORDERED FROM:

Fax: (916) 791-0860

PLACER LEARNING CENTER

5477 EUREKA ROAD

GRANITE BAY, CA 95746

Phone: (916) 774-1260

ORDER LOCATION

9000 - Special Education

ORDER TYPE

PO without receiving

VENDOR #

002333/1

REQUISITIONER

Diane Metzelaar

REQUISITION #

VR15-00238

DATE REQUIRED

F.O.B.

TERMS OF PAYMENT

SHIP VIA

BUYER

RPQ #

| ITEM  | QTY | UNIT | DESCRIPTION  | UNIT COST    | EXTENSION    |
|---|-----|------|--|--------------|--------------|
|   |     |      | Open PO  |              |              |
| 1   | 1   | EACH | Open PO for Placer Learning Center from 7/1/14 to 6/30/15        | 375,517.20   | \$375,517.20 |
|   |     |      | Open PO  |              |              |
| 2   | 1   | EACH | Increase PO for Joseph Haddox to attend Placer Learning Center.  | 28,212.80    | \$28,212.80  |
|   |     |      | Open PO  |              |              |
| 3   | 1   | EACH | Increase open PO for Gage Bell to attend Placer Learning Center. | 26,131.20    | \$26,131.20  |
| Order Sub-Total                                     |     |      |  |              | \$429,861.20 |
| Sales Tax   |     |      |  |              | .00          |
| Shipping  |     |      |  |              | .00          |
| Adjustment  |     |      |  |              | .00          |
| Order Total   |     |      |  |              | \$429,861.20 |
| ACCOUNT DISTRIBUTION                                |     |      |  | AMOUNT       |              |
| 01. 6500. 0. 5800. 00. 5770. 1180. 000. 00. 000. 00 |     |      |  | \$367,868.35 |              |
| 01. 6512. 0. 5800. 00. 5105. 1180. 000. 00. 000. 00 |     |      |  | \$17,117.00  |              |
| 01. 6512. 0. 5800. 00. 5155. 1180. 000. 00. 000. 00 |     |      |  | \$44,875.85  |              |

\*\*\*\* End of Order \*\*\*\*

AUTHORIZED BY:

*Carla Lailan*

5.9.5

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

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

## DISTRICT GLOBAL GOALS

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

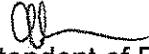
### SUBJECT:

Ratify Contract between School Steps Inc.  
and WPUSD – September 2, 2014 – June 30, 2015

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick,   
Assistant Superintendent of Business & Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

Special Education Funds

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

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### BACKGROUND:

The attached contract is with School Steps Inc. for speech and language pathologist services for students at Lincoln High School, Creekside Oaks Elementary School and Twelve Bridges Middle School. The contract period is from September 2, 2014 through June 30, 2015. The hourly or daily rates are included in the attached service agreement. The costs related to the services will be funded from the District Special Education Program. The total estimated cost for services is \$183,585.

### RECOMMENDATION:

Administration recommends the Board ratify the contract between School Steps Inc. and WPUSD as noted above.

# **INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES**

(Education Code Sections 56365 et seq.)

This agreement is effective on 9/02/2014 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2015, unless sooner terminated as provided in the Master Contract and by applicable law. Attached as Exhibit 1 to this Independent Services Agreement is the Master Contract executed between the CONTRACTOR identified below and the Placer County Special Education Local Plan Area (SELPA). All terms and conditions of this Master Contract are specifically included and incorporated into this Independent Services Agreement.

|                                    |  |                                |                               |
|------------------------------------|--|--------------------------------|-------------------------------|
| <b>Local Education Agency(LEA)</b> | Western Placer Unified School District   | <b>Nonpublic School/Agency</b> | School Steps, Inc.            |
| <b>Address</b>                     | 600 6 <sup>th</sup> Street, Fourth Floor | <b>Address</b>                 | 6960 Destiny Drive, Suite 112 |
| <b>City, State Zip</b>             | Lincoln, CA 95648                        | <b>City, State, Zip</b>        | Rocklin, CA 95677             |

|                                    |  |   |                        |
|------------------------------------|--|---|------------------------|
| <b>Phone</b>                       | (916) 645-4078   | <b>Business Contact Name</b>                              | Bill Delaney           |
| <b>LEA Case Manager</b>            | Susan Watkins  | <b>Phone</b>  | 916-947-1812           |
|                                    |  | <b>Fax</b>  | 916-415-0120           |
|                                    |  | <b>e-Mail</b>   |                        |
| <b>Numerous Students by School</b> | Lincoln High School, Creekside Oaks & Twelve Bridges Middle SLP Students | <b>Program Contact Name</b>                               | Bill Delaney           |
|                                    |  | <b>Phone</b>  | 916-947-1812           |
|                                    |  | <b>Fax</b>  | 916-415-0120           |
|                                    |  | <b>e-Mail</b>   |                        |
| <b>Grade</b>                       | K - 12 <sup>th</sup>   | <b>Level</b>  |                        |
| <b>District</b>                    | Western Placer Unified School District                                   | <b>Education Schedule - Regular School Year</b>           |                        |
|                                    |  | <b>Number of Days</b>                                     | <b>Number of Weeks</b> |
|                                    |  | <b>Education Schedule - Extended School Year</b>          |                        |
|                                    |  | <b>Number of Days</b>                                     | <b>Number of Weeks</b> |
| <b>Address</b>                     |  | <b>Contract Begins</b>                                    | 09/02/2014             |
| <b>City, State, Zip</b>            |  | <b>Ends</b>   | 06/30/2015             |
| <b>Home Phone</b>                  |  | <b>Master Contract Approved by the Governing Board on</b> |                        |
| <b>Business</b>                    |  |   |                        |

## **DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:**

| SERVICES                   | PROVIDER |     |     |               | Cost and Duration of Session | Number of Sessions per wk/mo/yr | Maximum Number of Sessions |     | Estimated Maximum Total Cost for Contracted Period |
|----------------------------|----------|-----|-----|---------------|------------------------------|---------------------------------|----------------------------|-----|--|
|                            | LEA      | NPS | NPA | OTHER Specify |                              |                                 | Reg School Year            | ESY |  |
| <b>A. BASIC EDUCATION</b>  |          |     |     |               |                              |                                 |                            |     |  |
| <b>B. RELATED SERVICES</b> |          |     |     |               |                              |                                 |                            |     |  |
| 1. Transportation          |          |     |     |               |                              |                                 |                            |     |  |
| a. Paid to NPS/A           |          |     |     |               |                              |                                 |                            |     |  |
| b. Reimburse parent        |          |     |     |               |                              |                                 |                            |     |  |
| 2. Counseling              |          |     |     |               |                              |                                 |                            |     |  |
| a. Group                   |          |     |     |               |                              |                                 |                            |     |  |
| b. Individual              |          |     |     |               |                              |                                 |                            |     |  |
| c. Family                  |          |     |     |               |                              |                                 |                            |     |  |
| 3. Adapted P.E.            |          |     |     |               |                              |                                 |                            |     |  |
| 4. Speech/Language         |          |     |     |               | \$90.00/hr                   | 10 months                       | 10 months                  |     | \$183,585.00                                       |
| a. Group                   |          |     |     |               | SLPs,                        | 18,358.50/                      |                            |     |  |
| b. Individual              |          |     |     |               | \$75 /hr                     | month                           |                            |     |  |
| SLPA                       |          |     |     |               |                              |                                 |                            |     |  |
| 5. Occupational Therapy    |          |     |     |               |                              |                                 |                            |     |  |
| a. Therapy                 |          |     |     |               |                              |                                 |                            |     |  |
| b. Consultation            |          |     |     |               |                              |                                 |                            |     |  |

5.10.1

| B. RELATED SERVICES<br>(cont'd)   | Provider |     |     |                  | Cost and<br>Duration<br>of Session | Number of<br>Sessions per<br>wk/mo/yr | Maximum<br>Number of<br>Sessions | Estimated<br>Maximum<br>Total Cost<br>for<br>Contracted<br>Period |              |
|---|----------|-----|-----|------------------|------------------------------------|---------------------------------------|----------------------------------|---|--------------|
|   | LEA      | NPS | NPA | OTHER<br>Specify |                                    |                                       |                                  | Reg/ESY<br>School Year  |              |
| 6. Physical Therapy<br>a. Therapy<br>b. Consultation<br>c. Assessment<br>d. IEP<br>e. mileage<br>f. charting<br>g. report |          |     |     |                  |                                    |                                       |                                  |   |              |
| 7. ABA<br>a. Consult<br>b. Direct<br>c. Supervision<br>d. Assessment  |          |     |     |                  |                                    |                                       |                                  |   |              |
| 8. One-to-One Aide  |          |     |     |                  |                                    |                                       |                                  |   |              |
| 9. Other  |          |     |     |                  |                                    |                                       |                                  |   |              |
| TOTAL COST  |          |     |     |                  |                                    |                                       |                                  |   | \$183,585.00 |

ESTIMATED MAXIMUM RELATED SERVICES COST \$ 183,585.00

SPECIALIZED EQUIPMENT/SUPPLIES \$

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS/SPECIALIZED EQUIPMENT/SUPPLIES \$ 183,585.00

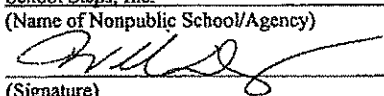
4. Other Provisions/Attachments:

5. Progress Reporting Requirements: Quarterly Monthly Other (Specify)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

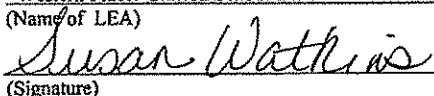
-CONTRACTOR-

LEA

School Steps, Inc.  
(Name of Nonpublic School/Agency)  
  
(Signature) 10/7/14  
(Date)

Bill Delaney  
(Name and Title)

School Steps ISA 2014-2015

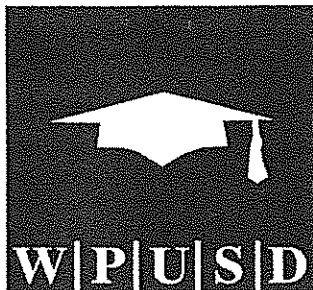
Western Placer Unified School District  
(Name of LEA)  
  
(Signature) 10/13/14  
(Date)

Susan Watkins, Director of Special Education  
(Name of Superintendent or Authorized Designee)

  
10/13/14  
Revised 03/08

Asst Supt of Business Svs and Operations

S.10.2

**Western Placer Unified School District****PURCHASE ORDER**

NO: P015-00961

DATE 10/10/2014

Business

600 6th Street, Suite 400

Lincoln, CA 95648

(916) 645-6387 FAX (916) 645-5295

SHIP TO:

Special Education

600 6th Street, Suite 400

Lincoln, CA 95648

Phone:

ORDERED FROM:

Fax:

SCHOOL STEPS, INC.  
1079 SUNRISE AVENUE  
SUITE B-183  
ROSEVILLE, CA 95661

**IMPORTANT INSTRUCTIONS TO VENDOR**

1. Itemized INVOICES in Duplicate.
2. Enclose PACKING LIST (including PO #) with ALL shipments.
3. Deviation in PRICE or SUBSTITUTION in kind only permitted with APPROVAL.
4. All deliveries F.O.B. Destination unless otherwise specified. If freight is to be charged, prepay, and add to invoice.
5. THE LAW REQUIRES MATERIAL SAFETY DATA SHEETS FOR PRODUCTS ON THIS ORDER. PLEASE ENCLOSE WITH INVOICE.
6. No Payments will be made until ENTIRE order has been completed and accepted, unless special arrangements are made.
7. Any work performed for the District must comply with public contract code and prevailing wage requirements. Compliance is the responsibility of the vendor.
8. Vendor shall comply with the lawful requirements of the District, the State of California, and all applicable requirements of the City of Lincoln and Placer County regarding discharges to the storm drain system and watercourses, including applicable requirements specified in local municipal storm water management programs or plans.

Phone:

| ORDER LOCATION           |        | ORDER TYPE           |  | VENDOR # | REQUISITIONER   | REQUISITION # |
|--------------------------|--------|----------------------|--|----------|-----------------|---------------|
| 9000 - Special Education |        | PO without receiving |  | 002288/1 | Diane Metzelaar | VR15-01138    |
| DATE REQUIRED            | F.O.B. | TERMS OF PAYMENT     |  | SHIP VIA | BUYER           | RPQ #         |

| ITEM            | QTY | UNIT | DESCRIPTION  | UNIT COST  | EXTENSION    |
|-----------------|-----|------|--|------------|--------------|
| 1               | 1   | EACH | Open PO<br>Open PO through 6/30/15 for SLP services at LHS, COES & TBMS. \$90.00/hr for SLPs and \$75.00 for SLPA. | 183,585.00 | \$183,585.00 |
| Order Sub-Total |     |      |  |            | \$183,585.00 |
| Sales Tax       |     |      |  |            | .00          |
| Shipping        |     |      |  |            | .00          |
| Adjustment      |     |      |  |            | .00          |
| Order Total     |     |      |  |            | \$183,585.00 |

| ACCOUNT DISTRIBUTION                                |  |  | AMOUNT       |
|---|--|--|--------------|
| 01. 6500. 0. 5800. 00. 5770. 1182. 000. 00. 000. 00 |  |  | \$183,585.00 |

**OPEN**

\*\*\*\* End of Order \*\*\*\*

AUTHORIZED BY:

*Carla Carlson*

5,10.3

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

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

## DISTRICT GLOBAL GOALS

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

### SUBJECT:

Ratify Contract between Mediscan Inc.  
and WPUSD – October 1, 2014 through April 1, 2015

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Audrey Kilpatrick,   
Assistant Superintendent of Business & Operations

### ENCLOSURES:

Yes

### DEPARTMENT:

Business Services

### FINANCIAL INPUT/SOURCE:

Special Education Funds

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

---

### BACKGROUND:

The attached contract is with Mediscan Inc. for psychological services at First Street School, Glen Edwards Middle School and Twelve Bridges Elementary School. The contract period is from July 1, 2014 through April 1, 2015. The hourly or daily rates are included in the attached service agreement. The costs related to the services will be funded from the District Special Education Program. The total estimated cost for services is \$56,175.

### RECOMMENDATION:

Administration recommends the Board ratify the contract between Mediscan Inc. and WPUSD as noted above.

5.11

# INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES

(Education Code Sections 56365 et seq.)

This agreement is effective on 10/01/2014 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2015, unless sooner terminated as provided in the Master Contract and by applicable law. Attached as Exhibit I to this Independent Services Agreement is the Master Contract executed between the CONTRACTOR identified below and the Placer County Special Education Local Plan Area (SELPA). All terms and conditions of this Master Contract are specifically included and incorporated into this Independent Services Agreement.

|                                    |  |                                   |   |                          |                        |
|------------------------------------|--|-----------------------------------|---|--------------------------|------------------------|
| <b>Local Education Agency(LEA)</b> | Western Placer Unified School District     |                                   | <b>Nonpublic School/Agency</b>                            | Mediscan, Inc.           |                        |
| <b>Address</b>                     | 600 6 <sup>th</sup> Street, Fourth Floor   |                                   | <b>Address</b>  | 21050 Califa Street      |                        |
| <b>Woodland</b>                    | Lincoln, CA 95648                          |                                   | <b>City, State, Zip</b>                                   | Woodland Hills, CA 91367 |                        |
| <b>Phone</b>                       | (916) 645-4078                             |                                   | <b>Business Contact Name</b>                              | Laura Delaney            |                        |
| <b>LEA Case Manager</b>            | Susan Watkins                              |                                   | <b>Phone</b>  | 877-630-2044, 1812       | <b>Fax</b>             |
|                                    |  |                                   | <b>e-Mail</b>   | laurad@mediscan.net      |                        |
| <b>Student Last Name</b>           | <b>Schools include:</b><br>TBES, GEMS, FSS | <b>Student First Name</b>         | <b>Program Contact Name</b>                               |                          |                        |
| <b>D.O.B.</b>                      |  | <b>ID. #</b>                      | <b>Phone</b>  |                          | <b>Fax</b>             |
| <b>Grade</b>                       |  | <b>Level</b>                      |   | <b>e-Mail</b>            |                        |
|                                    |  | <b>Sex</b>                        | ( ) M ( ) F   |                          |                        |
| <b>Parent/Guardian Last Name</b>   |  | <b>Parent/Guardian First Name</b> | <b>Education Schedule - Regular School Year</b>           |                          |                        |
|                                    |  |                                   | <b>Number of Days</b>                                     |                          | <b>Number of Weeks</b> |
|                                    |  |                                   | <b>Education Schedule - Extended School Year</b>          |                          |                        |
|                                    |  |                                   | <b>Number of Days</b>                                     |                          | <b>Number of Weeks</b> |
| <b>Address</b>                     |  |                                   | <b>Contract Begins</b>                                    | 10/01/2014               | <b>Ends</b> 04/01/2015 |
| <b>City, State, Zip</b>            |  |                                   | <b>Master Contract Approved by the Governing Board on</b> |                          |                        |
| <b>Home Phone</b>                  |  | <b>Business</b>                   |   |                          |                        |

## DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

| SERVICES   | PROVIDER |     |     |               | Cost and Duration of Session | Number of Sessions per wk/mo/yr | Maximum Number of Sessions |     | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|-----|---------------|------------------------------|---------------------------------|----------------------------|-----|--|
|  | LEA      | NPS | NPA | OTHER Specify |                              |                                 | Reg School Year            | ESY |  |
| A. BASIC EDUCATION   |          |     |     |               |                              |                                 |                            |     |  |
| B. RELATED SERVICES  |          |     |     |               |                              |                                 |                            |     |  |
| 1. Transportation<br>a. Paid to NPS/A<br>b. Reimburse parent |          |     |     |               |                              |                                 |                            |     |  |
| 2. Counseling<br>a. Group<br>b. Individual<br>c. Family      |          |     |     |               |                              |                                 |                            |     |  |
| 3. Adapted P.E.  |          |     |     |               |                              |                                 |                            |     |  |
| 4. Speech/Language<br>a. Group<br>b. Individual              |          |     |     |               |                              |                                 |                            |     |  |
| 5. Occupational Therapy<br>a. Therapy<br>b. Consultation     |          |     |     |               |                              |                                 |                            |     |  |

| B. RELATED SERVICES<br>(cont'd)                                      | Provider |     |     |                  | Cost<br>and<br>Duration of<br>Session | Number<br>of<br>Sessions<br>per<br>wk/mo/yr | Maximum<br>Number of<br>Sessions |     | Estimated<br>Maximum<br>Total Cost for<br>Contracted<br>Period |
|--|----------|-----|-----|------------------|---------------------------------------|---|----------------------------------|-----|--|
|  | LEA      | NPS | NPA | OTHER<br>Specify |                                       |   | Reg<br>School<br>Year            | ESY |  |
| 6. Physical Therapy<br>a. Therapy<br>b. Consultation                 |          |     |     |                  |                                       |   |                                  |     |  |
| 7. ABA<br>a. Consult<br>b. Direct<br>c. Supervision<br>d. Assessment |          |     |     |                  |                                       |   |                                  |     |  |
| 8. One-to-One Aide   |          |     |     |                  |                                       |   |                                  |     |  |
| 9. Other<br>School Psychologist                                      |          |     | X   |                  | \$75/hr<br>7 hrs/<br>day              |   | 107<br>days                      |     | 56,175.00  |
|  |          |     |     |                  |                                       | <b>TOTAL COST</b>                           |                                  |     | <b>\$56,175.00</b>   |

ESTIMATED MAXIMUM RELATED SERVICES COST \$ 56,175.00

SPECIALIZED EQUIPMENT/SUPPLIES \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS/SPECIALIZED EQUIPMENT/SUPPLIES** \$ 56,175.00

4. Other Provisions/Attachments: \_\_\_\_\_

5. Progress Reporting Requirements: \_\_\_\_\_ Quarterly \_\_\_\_\_ Monthly \_\_\_\_\_ Other (Specify) \_\_\_\_\_

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

LEA

Mediscan, Inc.  
(Name of Nonpublic School/Agency)

Western Placer Unified School District  
(Name of LEA)

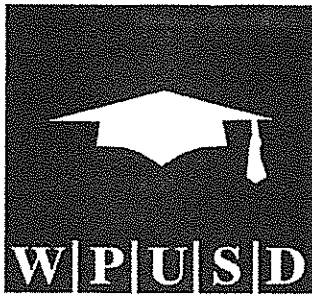
[Signature]  
(Signature) 10-1-2014  
(Date)

Susan Watkins  
(Signature) 10-1-2014  
(Date)

Emily Serebryany President  
(Name and Title)

Susan Watkins Director of Special Education  
(Name of Superintendent or Authorized Designee)

Asst Supt of Business Svs and Operations

**Western Placer Unified School District****PURCHASE ORDER**

NO: P015-00909

DATE 10/03/2014

Business

600 6th Street, Suite 400

Lincoln, CA 95648

(916) 645-6387

FAX (916) 645-5295

SHIP TO:

Special Education

600 6th Street, Suite 400

Lincoln, CA 95648

Phone:

ORDERED FROM:

Fax: (818) 401-2125

MEDISCAN, INC.

21050 CALIFA STREET

WOODLAND HILLS, CA 91367

**IMPORTANT INSTRUCTIONS TO VENDOR**

1. Itemized INVOICES in Duplicate.
2. Enclose PACKING LIST (including PO #) with ALL shipments.
3. Deviation in PRICE or SUBSTITUTION in kind only permitted with APPROVAL.
4. All deliveries F.O.B. Destination unless otherwise specified. If freight is to be charged, prepay, and add to invoice.
5. THE LAW REQUIRES MATERIAL SAFETY DATA SHEETS FOR PRODUCTS ON THIS ORDER. PLEASE ENCLOSE WITH INVOICE.
6. No Payments will be made until ENTIRE order has been completed and accepted, unless special arrangements are made.
7. Any work performed for the District must comply with public contract code and prevailing wage requirements. Compliance is the responsibility of the vendor.
8. Vendor shall comply with the lawful requirements of the District, the State of California, and all applicable requirements of the City of Lincoln and Placer County regarding discharges to the storm drain system and watercourses, including applicable requirements specified in local municipal storm water management programs or plans.

Phone: (818) 462-0001 x1215

| ORDER LOCATION                                      |        | ORDER TYPE           |  | VENDOR #    | REQUISITIONER   | REQUISITION # |
|---|--------|----------------------|--|-------------|-----------------|---------------|
| 9000 - Special Education                            |        | PO without receiving |  | 002931/1    | Diane Metzelaar | VR15-01089    |
| DATE REQUIRED                                       | F.O.B. | TERMS OF PAYMENT     | SHIP VIA   | BUYER       | RPQ #           |               |
|   |        |                      |  |             |                 |               |
| ITEM  | QTY    | UNIT                 | DESCRIPTION  | UNIT COST   | EXTENSION       |               |
| 1   | 1      | EACH                 | Open PO  |             |                 |               |
|   |        |                      | Open PO for Psychologist services provided to FSS, GEMS and TBE from 10/1/14 - 4/1/15. | 56,175.00   | \$56,175.00     |               |
|   |        |                      | Order Sub-Total  |             | \$56,175.00     |               |
|   |        |                      | Sales Tax  |             | .00             |               |
|   |        |                      | Shipping   |             | .00             |               |
|   |        |                      | Adjustment   |             | .00             |               |
|   |        |                      | Order Total  |             | \$56,175.00     |               |
| ACCOUNT DISTRIBUTION                                |        |                      |  | AMOUNT      |                 |               |
| 01. 6500. 0. 5800. 00. 5770. 1182. 000. 00. 000. 00 |        |                      |  | \$56,175.00 |                 |               |
| <h1>OPEN</h1>                                       |        |                      |  |             |                 |               |
| **** End of Order ****                              |        |                      |  |             |                 |               |

AUTHORIZED BY:

*Carrie Carlson*

5.11.3

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

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

## DISTRICT GLOBAL GOALS

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

### SUBJECT:

Approval of Contract with Works International –  
Public School Works

### AGENDA ITEM AREA:

Consent

### REQUESTED BY:

Ryan Davis   
Asst Superintendent - Personnel

### ENCLOSURES:

Yes

### DEPARTMENT:

Personnel

### FINANCIAL INPUT/SOURCE:

Schools Insurance Group Safety Funds

### MEETING DATE:

October 21, 2014

### ROLL CALL REQUIRED:

No

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### BACKGROUND:

The attached contract with Public School Works is for online safety training and compliance programs for employees. This program will ensure that we have everyone adequately trained on all safety and legal compliance matters. This contract is a part of a larger agreement between Public School Works and the Schools Insurance Group (SIG) whereby SIG is paying the implementation fee and has negotiated a reduced rate for SIG districts for the annual license fee. For the first year the license fee for the district has been waived and in subsequent years (starting in 2015-2016) the cost will be \$11,848 which is roughly the same amount that we receive each year from SIG in safety funds for providing the kind of trainings available through this online program, so the direct cost to the district is very minimal.

### RECOMMENDATION:

Staff recommends the Board ratify the contract with Works International (Public School Works) for a comprehensive online safety training program for employees.

5.12



## SERVICES AGREEMENT

### 1. Introduction

- 1.1 *Parties.* This Services Agreement ("Agreement") is made as of September 19, 2014 ("Effective Date") between WORKS International, Inc. ("WORKS"), a Delaware corporation, having its principal place of business at 2010 Madison Road, Cincinnati, Ohio 45208, and Western Placer Unified School District ("Customer"), having its principal place of business at 600 Sixth St., Ste. 400, Lincoln, CA 95648.
- 1.2 *Recitals.* WORKS is in the business of developing, marketing, and providing a comprehensive, automated, Web-based safety and regulatory compliance program designed especially for public schools. Customer wishes to obtain from WORKS the right to use WORKS' compliance program. WORKS is willing to grant such a right. Therefore, WORKS and Customer, intending to be legally bound, agree to the terms and conditions set forth in this Agreement.

### 2. Services

- 2.1 *Selected Services.* WORKS will provide the services described in the proposal attached as Attachment C ("Services") to Customer. These proprietary services are designed to assist Customer in various areas of business operations and to enhance its capacity to provide its services. Some of the Services may be provided via third parties under contract with WORKS.
- 2.2 *License.* Subject to Customer's compliance with the terms of this Agreement, and in consideration of Customer's payment of the applicable fees, WORKS hereby grants Customer a personal, nonexclusive, and nontransferable license to use the Services in support of the internal needs and activities of Customer and as additionally described in Attachment A, subject to any use, user, and quantity limitations specified in this Agreement or any attachment to this Agreement. This license shall terminate upon the termination of this Agreement.
- 2.3 *Availability.* WORKS will take all commercially reasonable steps to keep the Services operating smoothly and efficiently. However, since the Services operate using computer equipment, computer software programs, telecommunications services, and the Internet, WORKS shall not be responsible for delays or service interruptions attributable to causes beyond its reasonable control, including, without limitation, limitations on the availability of telephone transmission lines and facilities, failures of other communications equipment, Internet access delays or failures, failures on the part of any third party, failures or deficiencies of Customer's equipment, or Customer's failure to meet its responsibilities under this Agreement. WORKS will maintain adequate back-up arrangements and equipment in order to maintain Customer's data stored on or through the Web site in the event of the failure of any of WORKS' equipment. Services interruptions for maintenance and system upgrades will be scheduled, to the extent reasonably practicable, to minimize interference with Customer's daytime business activities. For unscheduled Services interruptions that adversely impact Customer's utilization of the Services attributable to causes within WORKS' reasonable control, as WORKS' sole obligation and Customer's exclusive remedy, Customer shall receive a credit equal to 1/8760th of the then-applicable annual license fees for each full hour that the Services are not available to Customer.

5.12.1

- 2.4 *Other Services.* At Customer's request, WORKS shall provide professional services and any other services on a time and expenses basis at its then-current standard rates.

**3. Responsibilities of Customer**

Customer is responsible, at its own expense, for (a) procuring, installing, and maintaining computer equipment and computer software programs, including, but not limited to, those listed in Attachment A, at its premises compatible with and as necessary to use the Services, (b) obtaining access to the Internet, (c) downloading and installing any necessary plug-ins, (d) determining whether the Services will achieve the results desired by Customer, (e) determining the accuracy and suitability for Customer of all data and content it uploads to and downloads from the Services, (f) adopting reasonable measures to limit Customer's exposure to potential losses and damages from use, nonuse, errors, or omissions of or in the Services, or the results thereof, including, without limitation, examining and confirming data and content prior to use and providing for the identification and correction of errors and omissions, (g) data integrity and any necessary conversion of its data to the format required by the Services, and (h) maintaining the compatibility of third-party supplied software and equipment with the Services.

**4. Fees and Payment**

- 4.1 *Fees.* Customer shall pay WORKS the applicable fees set forth in Attachment B beginning with the Effective Date. WORKS may change the fees as of the anniversary date of the Effective Date upon 60 days' prior written notice to Customer.

- 4.2 *Expenses.* Customer shall pay all pre-approved out-of-pocket expenses incurred by WORKS on Customer's behalf in connection with this Agreement.

- 4.3 *Invoices and Payment.* WORKS shall invoice Customer for the fees and expenses due under this Agreement. Customer shall pay all amounts due under this Agreement, except those disputed in good faith, to WORKS upon receipt of the invoice from WORKS. Customer shall pay a monthly service charge of 1½% on all such amounts not paid within 30 days of the invoice date. Customer shall reimburse WORKS for all reasonable costs of collection of past due amounts, including, but not limited to, attorney fees and collection agency costs.

**5. Proprietary Rights and Confidentiality**

- 5.1 *Copyrighted Works.* Customer acknowledges that the software components of the Services, including, associated report formats, screen displays, menu features, and all derivative works (collectively, "Software") and the written materials and other content provided as part of the Services (collectively, "Materials") constitute copyrighted works protected by federal and international copyright laws and are owned by WORKS or its licensors. The Software, Materials, and all copies, versions, and derivative works of the Software and Materials shall remain the sole property of WORKS and/or its licensors. Customer shall not permit any personnel to remove any proprietary or restrictive notices contained or included in the Software or Materials, and Customer shall not permit any personnel to copy or modify the Software or Materials, except as specifically authorized by this Agreement. Customer may copy and adapt the Materials for its own internal use, provided all such copies and adaptations include WORKS' proprietary and restrictive notices. In addition, Customer may copy and disclose the Materials to the limited extent necessary for it to comply with any applicable public records laws or regulations.

- 5.2 *Restrictions.* Customer further acknowledges that the Software and Materials are commercially valuable proprietary products belonging to WORKS and/or its licensors, the design and development of which have involved the expenditure of substantial amounts of money over a long period of time, and which afford WORKS and its licensors a commercial advantage over its competitors. Customer understands that loss of this competitive advantage due to any unauthorized copying or downloading or use of the Software or the Materials would cause substantial damage to WORKS and its licensors. Customer shall not decompile or otherwise reverse engineer or decode the Software. Customer shall not disclose the results of any benchmark tests run on the Software, without the prior written approval of WORKS. Customer shall not undertake, directly or indirectly, any action or omission that may in any way lead to the unauthorized dissemination, reproduction, or use of the Software or the Materials. Customer may allow certain third parties access to the Services when such parties require access in order for Customer to use the Services as contemplated by this Agreement. Other than as permitted by the foregoing sentence and in Attachment A, Customer may not allow access to the Services by any entity without the prior written consent of WORKS.
- 5.3 *Ownership.* The Software and Materials and all copies, versions, and derivative works of the Software and Materials made by or on behalf of Customer are and shall remain the sole property of WORKS or its licensors. Any modifications to the Software, including all associated intellectual property rights, made or provided by WORKS pursuant to this Agreement, whether alone or with any contribution by Customer, shall be owned exclusively by WORKS or its licensors. To the extent that Customer may acquire any right or interest in the modifications by operation of law, Customer irrevocably assigns all such right and interest exclusively to WORKS. Customer shall take any action and execute any documents reasonably necessary and sufficient to give effect to the provisions of the foregoing.
- 5.4 *Export Restrictions.* Customer shall not export the Services, the Software, the Materials, or any direct product thereof, directly or indirectly, in violation of the export laws and regulations of the United States of America.
- 5.5 *Student and Staff Records.* WORKS acknowledges that it may create, receive from or on behalf of Customer or Customer authorized parties, or have access to records or record systems that are subject to certain federal, state, and local laws and regulations (such records collectively, "Records"). WORKS shall maintain the confidentiality of the Records. WORKS shall not be liable for any unauthorized or inappropriate disclosure of confidential student or staff information disclosed by Customer. WORKS may disclose confidential student or staff information when required by law to do so or when authorized by Customer to make such a disclosure.
- 5.6 *Survival.* Customer's obligations under this Section 5 shall survive termination of this Agreement, except, with respect to non-trade secret confidential information, to the extent that applicable law mandates survivability for a limited duration, in which case the obligations shall survive for three years following termination of this Agreement. Customer acknowledges that a breach of its obligations under this Section 5 may cause irreparable harm to WORKS and/or its licensors for which monetary damages would be inadequate. WORKS and/or its licensors will be entitled to injunctive relief for any such breaches, threatened or actual, in addition to any other remedies that may be available at law or in equity.

## 6. Warranties

- 6.1 *Authority.* Each party warrants that it has the full authority, right, and power to enter into and perform its obligations under this Agreement. Each party warrants that its entering and performing this Agreement does not conflict with any other agreement to which it is a party, or any law or regulation of any applicable governmental authority.
- 6.2 *Performance.* WORKS warrants that it has the right to grant the rights granted to Customer under this Agreement. WORKS warrants that the Services will be of professional quality conforming to the applicable generally accepted industry standards. As WORKS' sole obligation and Customer's exclusive remedy, in the event of any material failure to meet such standards, WORKS shall make all reasonable efforts to correct any such failure. Due to the unique circumstances of Customer, WORKS does not warrant that the Services or Materials are accurate with respect to the regulations applicable to Customer or will meet Customer's particular requirements. Customer is solely responsible for (a) the proper use of the Services; (b) the content and accuracy of all reports and documents prepared in whole or in part by using the Services; and (c) ensuring that Customer is in compliance with all applicable laws and regulations. Customer acknowledges that it does not rely on WORKS or the Services for any advice or guidance regarding compliance with laws and regulations.
- 6.3 *Disclaimer.* EXCEPT AS EXPRESSLY STATED IN THIS AGREEMENT, WORKS MAKES NO WARRANTY, EXPRESS OR IMPLIED, REGARDING ANY MATTER WHATSOEVER. WORKS SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF TITLE, ACCURACY OF DATA, NONINFRINGEMENT, MERCHANTABILITY, AND FITNESS FOR A PARTICULAR PURPOSE, AND ANY IMPLIED WARRANTY ARISING FROM A COURSE OF DEALING OR PERFORMANCE OR FROM USAGE OF TRADE.

## 7. Indemnities and Liabilities

- 7.1 *Indemnification by Customer.* Except to the extent prohibited by law, Customer shall indemnify and hold WORKS and its licensors harmless from and against all claims, liabilities, damages, and expenses, including court costs and reasonable attorney fees, arising out of or in any manner connected with (a) Customer's use of the Services; (b) Customer's operation of its business and the safety of its workplace; (c) Customer's acts and omissions; (d) claims of users whom Customer allows to access the Services, and (e) as to this Agreement, any breach of its obligations under Section 5 above.
- 7.2 *Indemnification by WORKS.* WORKS shall indemnify and hold Customer harmless from and against all claims, liabilities, damages, and expenses, including court costs and reasonable attorney fees, arising out of or in any manner connected with WORKS' operation of its business or the safety of its workplace and, as to this Agreement, any breach of its obligations under Section 5 above. The limitation set forth in Paragraph 7.3 below shall not apply to claims under this Paragraph 7.2.
- 7.3 *Limitation of Liability.* The total liability of WORKS and its licensors for all claims, whether in contract, tort, or otherwise, arising out of, connected with, or resulting from the Services or any other thing under this Agreement, shall not exceed the amounts paid by Customer to WORKS under this Agreement during the 12 months immediately preceding the claim.
- 7.4 *Exclusion of Liability.* WORKS SHALL NOT BE LIABLE FOR ANY DAMAGES ARISING OUT OF OR CAUSED, IN WHOLE OR IN PART, BY ANY ERRORS OR OMISSIONS IN ANY DATA,

CONTENT, OR OTHER INFORMATION PROVIDED THROUGH THE SERVICES OR BY DELAYS IN OR INTERRUPTIONS OF ACCESS TO WORKS' WEB SITE. IN NO EVENT SHALL WORKS, ITS LICENSORS, SUPPLIERS, OR SUBCONTRACTORS BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUE, OR LOST SAVINGS, DAMAGES ARISING OUT OF THE ACTS OR OMISSIONS OF CUSTOMER EMPLOYEES, THIRD-PARTY CLAIMS BASED ON CUSTOMER ACTS OR OMISSIONS, OR PENALTIES OR CITATIONS AGAINST CUSTOMER OR ANY AFFILIATE OF CUSTOMER, EVEN IF WORKS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

7.5 *Survival.* The obligations under this Section 7 shall survive termination of this Agreement.

## 8. Term and Termination

8.1 *Term.* This Agreement shall commence on the Effective Date and continue for the term specified as the Term of Service in Attachment B. Thereafter, this Agreement shall automatically renew for successive renewal terms of 12 months each, unless and until this Agreement is otherwise terminated in accordance with this Agreement.

8.2 *Termination for Convenience.* Either party may terminate this Agreement as of the end of any term upon 30 days' prior written notice to the other.

8.3 *Termination for Adverse Status.* Either party may terminate this Agreement upon 30 days' prior written notice to the other party, if the other party ceases to carry on operations as contemplated by this Agreement, makes an assignment for the benefit of creditors, is adjudged bankrupt or insolvent, has a receiver appointed over its assets, or becomes subject to any similar action in consequence of debt.

8.4 *Termination for Default.* Failure by either party to comply with any material term or condition of this Agreement shall constitute default. The nondefaulting party shall be entitled to give written notice to the defaulting party requiring it to cure the default. The notice shall include a detailed description of the act or omission that constitutes default. If the defaulting party has not cured the default within 30 days after receipt of the notice, the nondefaulting party may terminate this Agreement by giving written notice to take effect upon receipt. If the default, by its nature, cannot be effectively cured, the nondefaulting party may terminate this Agreement immediately upon written notice to the defaulting party. The right to terminate this Agreement is in addition to any other rights and remedies provided under this Agreement or otherwise under law.

8.5 *Additional Rights.* In addition to the rights set forth in this Agreement, if Customer fails to pay any fees or charges due under this Agreement, except those disputed in good faith, for 60 days, or fails to carry out any other material obligation under this Agreement, WORKS may, at its option, terminate Customer's access to the Services and/or suspend Customer's access to the Services, upon ten days' prior written notice to Customer. Unless this Agreement is terminated pursuant to the above, upon Customer curing the default, WORKS shall reinstate any terminated access to the Services and resume any suspended access to the Services.

8.6 *Effect of Termination.* No termination of this Agreement shall release Customer from any obligation to pay WORKS any amount that has accrued or becomes payable at or prior to the date of termination. Within ten days after the effective date of any termination, Customer shall return to WORKS or destroy

the Materials and all materials or media, including any information, records, and materials developed on the basis of any WORKS confidential information. No termination or suspension of access to the Services shall release Customer from any obligation to pay WORKS any fees due under this Agreement. Customer shall not be entitled to any refund of any amounts paid to WORKS as a result of a termination based on Customer's default. Upon termination of this Agreement and upon payment of all amounts due from Customer under this Agreement, including the amounts described in the following sentence, at Customer's request, WORKS will return to Customer all of Customer's data archived on WORKS' Web site. Customer shall pay WORKS' then-current standard rates for WORKS' work to format, prepare, and deliver Customer's data to Customer.

**9. Miscellaneous**

- 9.1 *Nonsolicitation.* Each party shall refrain from soliciting for employment or employing, directly or indirectly, without the consent of the other party, any employee, consultant, or subcontractor of the other until 12 months have elapsed following termination of this Agreement, or until 12 months have elapsed following termination of the employment of the employee, consultant, or subcontractor, whichever occurs first.
- 9.2 *Assignment.* Neither party may assign or otherwise transfer this Agreement or any rights or obligations under this Agreement to any third party without the prior written consent of the other party, except that this Agreement may be transferred to a successor to all or substantially all of the assets and business of the transferring party. Consent shall not be unreasonably withheld. Subject to the restriction on transfer set forth in this Paragraph 9.2, this Agreement shall be binding upon and shall inure to the benefit of the parties' successors and assigns.
- 9.3 *Excused Performance.* Neither party shall be liable for any delay in or failure of performance (excluding failure to make payments required by this Agreement) resulting from any cause or condition beyond its reasonable control, whether foreseeable or not.
- 9.4 *Waiver.* The failure of either party to act upon any right, remedy, or breach of this Agreement shall not constitute a waiver of that or any other right, remedy, or breach. No waiver shall be effective unless made in writing and signed by an authorized representative of the waiving party.
- 9.5 *Notices.* Unless provided otherwise in this Agreement, any notice required or permitted under this Agreement shall be personally delivered, or sent by telefax, courier, express or overnight delivery service, or by certified mail, postage prepaid, return receipt requested, to the address set forth in Paragraph 1.1 above, or to such other address as shall be advised by any party to the other in writing. Notices shall be effective as of the date of receipt.
- 9.6 *Third-Party Beneficiaries.* For the limited purpose of enforcing the obligations under Section 5 above, WORKS' licensors, suppliers, and subcontractors shall be third-party beneficiaries under this Agreement.
- 9.7 *Dispute Resolution.* Any claim or controversy arising out of or relating to this Agreement, including any anticipatory breach or disagreement as to interpretation of this Agreement, that is not resolved by the parties themselves or through mediation, shall be settled by binding arbitration in the Sacramento, California area, administered in accordance with the American Arbitration Association's Commercial Arbitration Rules, including its Optional Rules for Emergency Measures of Protection. The arbitrator(s) shall decide all discovery issues. Judgment on the award rendered by the arbitrator(s) may be entered in

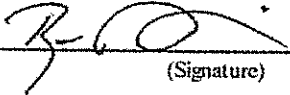


any court having jurisdiction thereof. Neither party nor the arbitrator(s) may disclose the existence, content, or results of any arbitration hereunder without the prior written consent of both parties. All fees and expenses of the arbitration shall be borne by the parties equally. However, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of proofs, except that the prevailing party shall be entitled to an award of reasonable attorney's fees.

- 9.8 *Governing Law.* This Agreement and any claim arising out of this Agreement shall be governed by and construed in accordance with the laws of the State of California, excluding its conflict of laws principles.
- 9.9 *Provisions Severable.* The provisions of this Agreement are severable. If any provision is held to be invalid, unenforceable, or void, the remaining provisions shall not as a result be invalidated.
- 9.10 *Entire Agreement.* This Agreement, together with the attachments, constitutes the entire agreement and understanding between the parties relating to the object and scope of this Agreement. Any representation, statement, or warranty not expressly contained in this Agreement shall not be enforceable by the parties. This Agreement may not be amended except by a writing that specifically references this Agreement and is signed by authorized representatives of the parties.

**Western Placer Unified School District**

**WORKS International, Inc.**

By:   
(Signature)

By:   
(Signature)

Ryan Davis  
(Name Typed or Printed)

Tom Strasburger  
(Name Typed or Printed)

Assistant Superintendent of Personnel Services  
(Title)

Vice President  
(Title)

10/1/14  
(Date)

10/2/14  
(Date)



## ATTACHMENT A

### ADDITIONAL INFORMATION

#### 1. Software Needed to Use Services

PublicSchoolWORKS is designed and built to operate on a wide variety of hardware and operating systems. However, the following software and associated versions (or higher) are suggested to experience the full potential of PublicSchoolWORKS.

All of the following software is available free of charge and can be obtained by any user/employee through either the provider's website or through links embedded in PublicSchoolWORKS.

a. To access PublicSchoolWORKS Software:

- Internet Explorer 9
- Firefox
- Safari

The following Internet browsers will work, but some PublicSchoolWORKS content may not be presented consistently (i.e., certain technologies are required to properly display some content):

- Google Chrome
- AOL

b. To obtain printable versions of certain documents:

- Adobe Acrobat 5

c. To view certain online training courses:

- Adobe Flash Player 11

#### 2. Additional Use of Services

If Customer acquires the EmployeeSafe Suite Services under this Agreement, Customer may use EZmaint, Preventive Maintenance, and ITassist Services at no additional charge under the terms of this Agreement.

If Customer acquires Compliance Manager, Hazard Reporting, Staff Safety Reporting Systems, EZmaint, or ITassist under this Agreement, Customer may use such Services to manage the work of third-party service providers.

Online training is available to Customer employees only, unless otherwise provided in this Agreement.

To the extent that the additional uses described above allow use of any components of Services, including the Software, for or by third parties, Customer shall require all such third parties to abide by the license restrictions and confidentiality provisions set out in this Agreement. Customer hereby guarantees the compliance of such third parties with the terms of this Agreement and shall be fully liable for any and all noncompliance by such third parties.



## ATTACHMENT B

### TERM OF SERVICES AND FEES

TERM OF SERVICES 3 year(s)

#### ANNUAL LICENSE FEES

|                                  |              |                |   |            |          |   | Fee              |
|----------------------------------|--------------|----------------|---|------------|----------|---|------------------|
| EmployeeSafe Suite               | <u>21.90</u> | \$ per FTE     | x | <u>541</u> | FTEs     | = | \$ 11,848        |
| Student Watch Suite              |              | \$ per Student | x |            | Students | = | NA               |
| <b>Total Annual License Fees</b> |              |                |   |            |          |   | <b>\$ 11,848</b> |

#### ONE-TIME FEES

|  |                 |
|--|-----------------|
| Professional Implementation & Support Services | \$ 5,587        |
| <b>Total One-Time Fees</b>                     | <b>\$ 5,587</b> |

#### **SCHOOLS INSURANCE GROUP - EMPLOYEESAFE SUITE SPECIAL PROGRAM**

PSW is extending the SIG pricing program to its member districts. The implementation fee will be billed in the first year and the annual license will be billed in the second and subsequent years.

|  |           |
|--|-----------|
| 2014/2015 (September 2014) TOTAL COST - charge implementation fee                      | \$ 5,587  |
| 2015/2016 (September 2015) AND SUBSEQUENT YEARS TOTAL COST - charge annual license fee | \$ 11,848 |

5,129

## ATTACHMENT C

### SERVICES

#### **EmployeeSafe<sup>SM</sup> Suite** (Integrated staff safety & regulatory compliance programs)

Includes complete programs to implement, manage and sustain a comprehensive safety compliance program.

#### **EMPLOYEESAFE SUITE**

##### ***Staff Training***

- Staff training management, notification, tracking, documentation & auto-reporting system
  1. Auto-emails staff training notices & reminders for each training season
  2. Auto-reporting system emails training reports to key administrators
  3. Top Industry Authors ensures content includes school, safety, HR and other qualified experts
  4. Eliminates administrator and staff time, effort and liability associated with staff training
  5. Training Scheduler to assign courses by occupation, site, department and whenever is appropriate
  6. Course Time Tracking (CEU / PDU) tracks rated and actual time for completion
  7. Post-Accident Staff Retraining System (integrated w/ Accident Management System)
  8. SafetyCulture Staff Awareness Program (integrated with Compliance Task Management System)
  9. Automates staff sign-off on board policies, procedures, and handbooks
  10. Staff training for crisis plans, board policies, employee handbooks and more
  11. 24/7 phone access to customer and technical support
- 400+ online safety and compliance courses
  1. Children's Internet Protection Act (CIPA) Catalog
  2. Emergency Management Catalog
  3. First Aid Equipment & Supplies Catalog
  4. Food Safety Catalog
  5. Hazard Assessments Catalog
  6. Human Resources & Employment Law Catalog
  7. Operations Safety Catalog
  8. Personal Productivity Catalog
  9. Safe Work Practices & Job Procedures Catalog
  10. School Nurse Safety Catalog
  11. State-specific Custom Catalog (developed per state)
  12. Student Behavior, Intervention & Support Catalog
  13. Student Safety, Wellness & Social Responsibility Catalog
  14. The WORKS "How-to" Catalog (training for use with other PublicSchoolWORKS programs)
  15. Workplace Safety & Regulatory Compliance Catalog
- Custom Course Development Tools
  1. District-specific Custom Catalog
  2. Board Policies Training Manager
  3. Board Policies Catalog
- Compliance Requirements – Fully Compliant and Provided by PublicSchoolWORKS
  1. Phone access to a knowledgeable safety & compliance specialist
  2. Written Safety Plans (Customer provided or PublicSchoolWORKS Models and delivered by PSW)

##### ***Accident Management System***

- Automated staff accident and exposure reporting & management system
- Auto-completed claim form; lost-time & claims manager; auto-communication with workers' comp.
- Notification, tracking and management of accident investigations and witness reports
- Investigator may use attachment feature to record and upload pictures and other pertinent information
- Assigns, notifies and tracks staff retraining following incidents
- Provides safety committees division-wide & school trend reports to manage prevention
- Integrated staff near-miss incident reporting & management system
- Integrated with training for auto or manual Post Incident Retraining assignments
- 24-7-365 phone access to system access and technical support

**Safety Task Management System (non-training requirements)**

- Systems, tools and content needed to complete non-training safety and compliance issues
- Auto-notifies, tracks & documents all non-training safety compliance tasks
- Manages employee & vendor tasks letting them know what to do and when.
- Administration is auto-alerted only when tasks are not completed
- Custom development tool for creating, assigning, tracking & documenting recurring tasks
- Managed library of prepared, non-training compliance tasks
- 24-7-365 phone access for staff to report completing safety and compliance tasks

**MSDS Now! - Bronze**

- 24-7-365 online access to 4.5 million+ MSDSs
- 24-7-365 phone access to chemical safety specialists (multi language)
- 24-7-365 phone access to chemical spill management specialists (multi language)
- 24-7-365 phone access to chemical exposure & poison control - for humans (multi language)
- 24-7-365 phone access to chemical exposure & poison control - for pets (multi language)
- Encourages staff safety while working with chemicals
- May eliminate the requirement for MSDS binders and the hours needed to keep current!
- Minimizes reading and language barriers
- Master MSDS binder for top 500 chemicals

**Staff Confidential Reporting System**

- Automated online system for staff to confidentially report sexual misconduct, and other concerns
- Auto-notifies key division employees of concerns via email
- Minimizes administrator and staff time, effort and liability associated with resolving staff concerns
- Tracks and documents confidential report resolution
- Provides division-wide and school trend reports

**Pest Sighting Reporting System**

- Automated online reporting of pests or signs of pests
- Auto-notifies key division employees of pests or pest sightings via email
- Auto-communicates status to report initiator
- Attachment feature for uploading images to make it quick and easy to resolve the issue
- Exposes pest issues before they become costly problems
- Tracks and documents report resolution
- Provides division-wide and school trend reports

**Near-Miss Reporting System**

- Automated online reporting of employee near-miss incidents
- Auto-notifies key division employees of near-misses via email
- Auto-communicates status to report initiator
- Attachment feature for uploading images to make it quick and easy to resolve the issue
- Exposes safety issues before they become costly workers' compensation or liability accidents
- Tracks and documents report resolution
- Provides division-wide and school trend reports

**Safety Suggestion / Hazard Reporting System**

- Automated online reporting of employee near-miss incidents
- Auto-notifies key division employees of near-misses via email
- Auto-communicates status to report initiator
- Attachment feature for uploading images to make it quick and easy to resolve the issue
- Exposes safety issues before they become costly workers' compensation or liability accidents
- Tracks and documents report resolution
- Provides division-wide and school trend reports



## PRICING PLAN

### **STAFF & STUDENT SAFETY SYSTEM OPTIONS**

#### **EMPLOYEESAFE SUITE** (pricing based on 541 staff)

Annual license fee: includes all EmployeeSafe Suite systems noted above \$ 11,848

One-time implementation fee \$ 5,587

#### **SCHOOLS INSURANCE GROUP - EMPLOYEESAFE SUITE SPECIAL PROGRAM**

PSW is extending the SIG pricing program to its member districts. The implementation fee will be billed in the first year and the annual license will be billed in the second and subsequent years.

##### **September 2014**

EmployeeSafe Suite - charge implementation fee \$ 5,587

##### **September 2015 and subsequent years**

EmployeeSafe Suite - charge annual license fee \$ 11,848

**INFORMATION**

**DISCUSSION**

**ACTION**

**ITEMS**

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

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

## DISTRICT GLOBAL GOALS

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

**SUBJECT:**  
2013-2014 Accountability Data

**AGENDA ITEM AREA:**  
Information

**REQUESTED BY:**  
Kerry Callahan *KC*

**ENCLOSURES:**  
Handouts at Meeting

**DEPARTMENT:**  
Educational Services

**FINANCIAL INPUT/SOURCE:**  
None

**MEETING DATE:**  
October 21, 2014

**ROLL CALL REQUIRED:**  
No

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### BACKGROUND:

The California Department of Education (CDE) has released limited accountability data for the 2013-2014 school year due to the transition from the Standardized Testing and Reporting (STAR) program to the California Assessment of Student Performance and Progress (CAASPP) System. This has resulted in no 2013-2014 API score for schools or districts and minimal AYP reporting. The limited 2013-2014 data for Western Placer will be shared as well as current information regarding 2014-2015 baseline line data to be collected under the new CAASPP system.

**RECOMMENDATION:**  
Information only.

**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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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:**

Consider Approving Revised Job Description for  
Director of Facilities

**AGENDA ITEM AREA:**

Discussion/Action

**REQUESTED BY:**

Ryan Davis   
Assistant Superintendent of  
Personnel Services

**ENCLOSURES:**

Revised Job Description for:  
Director of Facilities

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

Facilities Funds

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

As a part of the ongoing review of job descriptions and the needs of the school sites and the District there were some slight revisions necessary for the Director of Facilities job description as we are currently in the process of filling this position. This revision includes only minor changes to the wording of the job description.

**RECOMMENDATION:**

Approve the revised job description for the Director of Facilities position.

## Western Placer Unified School District

### POSITION DESCRIPTION

LAST REVISED June 2014

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Position Title: **DIRECTOR OF FACILITIES**  
Department: Administrative Office  
Reports to: Assistant Superintendent – Business & Operations

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#### **SUMMARY:**

Under the direct supervision of the Assistant Superintendent – Business & Operations. Director of Facilities is responsible for assisting the Assistant Superintendent – Business & Operation in planning, organization, coordination and implementation of the school district facility program. The Director of Facilities will provide leadership in all aspects of facilities, ~~maintenance and operations~~, including long-range planning, bond elections, communication with local agencies, developers, contractors and the public at large, facilities acquisition, construction management, application for state facilities fund eligibility and approval, developer fee program, enrollment projections, attendance boundaries, maintenance and emergency procedures.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- \* Assists in coordinating site personnel during the planning, construction, and closeout phases of site construction projects or modernizations.
- \* Serves as the district representative to the Office of Public School Construction, State Allocation Board, Division of State Architect, Department of Toxic Substances Control and California Department of Education/School Facilities Planning Division.
- \* Assists as a liaison among district administrators, construction inspectors, architects, contractors and planning and construction agencies.
- \* Assists as requested in the planning of new facilities and modernization projects including planning and participation in educational specifications committees, architects, consultants and inspector selection.
- \* Assists with all Office of Public Schools Construction (OPSC), State Department of Education (SDE), and Department of State Architect (DSA) applications and submittals as directed
- \* Monitors residential/commercial/industrial subdivision activities that affect the district. Participate in negotiations with property developers.
- \* Meets and confers with appropriate officials in the Federal, State, County, and City governments and makes professional recommendations to ensure compliance with legal requirements, construction codes and specifications.
- \* Coordinates with the City of Lincoln Planning Department for such needed items as bus stops, driveway and curb cuts, sidewalk and crosswalks for new school sites.
- \* Chair and implement District Board Policy 7511.( Naming Facilities )
- \* Coordinates developer fee justification studies and School Facility Needs Analysis plans for the district.
- \* Supervises the collection of developer fees and Mello Roos taxes for the purpose of ensuring accurate and timely receipt and recording of funds.
- \* Develop, monitor and update institutional Safety Plan; coordinate communication necessary between partner districts, community agencies and partnering stakeholders to ensure accuracy of Safety Plan.
- \* Provides leadership for all aspects of State Facilities and Deferred Maintenance Programs including eligibility, design approval and facilities grant awards. Develops, revises, implements and monitors the District's 5-year Deferred Maintenance Program.
- \* Assist in the overall risk management process; monitor and review processes to ensure risk and compliance arrangements are in place; identify external and internal risks; evaluate the likely effects of risk; provide support and training to personnel.

8.2.1

- \* Responsible for coordinating, scheduling, and managing the relocation of staff, furniture and equipment into new schools, new classrooms and between existing facilities.
- \* Performs other duties as assigned by the Assistant Superintendent or the Superintendent.

**QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**SUPERVISORY RESPONSIBILITIES:**

Supervises Facilities and Maintenance personnel and carries out supervisory responsibilities in accordance with District's policies and applicable laws.

**EDUCATION and/or EXPERIENCE**

Bachelors Degree, or equivalent direct work experience in related field. Completion of Educational Facilities Planning Certificate Program through the University of California system, or equivalent, highly desirable. Knowledge of and experience at all three school levels: elementary, middle, and high school preferred. Experience with school construction and facility development essential.

**LICENSES AND/OR TESTING REQUIRED:**

If required to operate a vehicle during the course of employment, must possess a valid California Driver's license and evidence of insurability; TB test clearance; Criminal Justice Fingerprint Clearance.

**LANGUAGE SKILLS:**

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to effectively present information to administrators, public groups/community, and Board of Trustees.

**REASONING ABILITY:**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

**OTHER SKILLS and ABILITIES:**

Personal computer skills. Ability to apply knowledge of current research and theory in specific fields. Ability to establish and maintain effective working relationships with students, staff and the school community. Ability to speak clearly and concisely both in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Trustee policies. Ability to read and interpret accurately specifications and blueprints.

8.2.2

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is variable.

**FUNDING:**

This position will be funded from developer fees, no General Fund monies will be attached to this position. This position is dependent upon adequate district facility growth.

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*

**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:**

Consider Approving Revised/New Job Description for  
Business/Personnel Administrative Assistant position

**AGENDA ITEM AREA:**

Discussion/Action

**REQUESTED BY:**

Ryan Davis   
Assistant Superintendent of  
Personnel Services

**ENCLOSURES:**

Revised/New Job Description for:  
Business/Personnel Admin Assistant

**DEPARTMENT:**

Personnel

**FINANCIAL INPUT/SOURCE:**

General Fund/Developer Fees

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

After the recent vacancy in the Business Administrative Assistant position, District Administration reviewed the overall needs of the District Office and the Business and Personnel Departments and determined that the position should be split between the Business and Personnel Departments in order to maximize the efficiencies of this position. As a part of this change the job description for the newly revised Business/Personnel Administrative Assistant position has been largely rewritten in order to include essential duties for both departments. Since this new position is replacing the previous Business Administrative Assistant position there is no additional impact on the General Fund.

**RECOMMENDATION:**

Approve the revised/new job description for the Business/Personnel Administrative Assistant position.

8.3

## Western Placer Unified School District

### POSITION DESCRIPTION

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|                 |  |
|-----------------|--|
| Position Title: | <b>BUSINESS/PERSONNEL ADMINISTRATIVE ASSISTANT</b>   |
| Department:     | Business Office & Personnel Office   |
| Reports to:     | Assistant Superintendent, Business and Operations & Assistant Superintendent of Personnel Services |

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#### **SUMMARY:**

Under the direction of the Assistant Superintendent of Business and Operations and the Assistant Superintendent of Personnel Services, the Business/Personnel Administrative Assistant is responsible for confidential information and records in the areas of negotiations and other Business Department and Personnel Department matters. The Administrative Assistant classification performs specific duties related to the functions of the Personnel Department and Business Department. This is a confidential classification that assists in the development of District negotiation positions and the analysis of union proposals and alternatives.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Performs administrative, technical and clerical duties.
- Prepares board meeting agenda items for Business Services, Facilities, and Personnel Departments.
- Receives all incoming developer fee payments, issues Certificates of Compliance and tracks fees collected within complex database.
- Prepares Developer Fee Report for submission to Placer County Tax Assessor's Office.
- Provides department back up for issuance of bus passes.
- Assists with budget transfers, annual budget development process, preparation of Adopted Budget document and preparation/scheduling for annual independent audit.
- Assists in accounting duties such as; processing invoice payments, input purchase order requests and maintaining current budget reports for Facilities and other projects.
- Prepares local, State and Federal reports as necessary. Assists with data entry for State reports, including CalPADS and facility project financial reporting to Office of Public School Construction (OPSC).
- Coordinates District oversight data collection with Charter Schools.
- Prepares letters, reports, bulletins, agendas, memoranda; may compose independently (or from oral instructions).
- Maintains files and records; compiles and prepares reports. Operates office equipment, including adding machines, copiers, as well as Microsoft Office software and certain district-specific software programs.
- Keeps inventory of department supplies, property and purchase orders, coordinates orders.
- Coordinates correspondence with Schools Insurance Group, CDE, and PCOE for Business Services and Personnel departments.
- Converses with and furnishes information to outside agencies, principals, and other personnel throughout the district at all levels and with the public in general.
- Provides support to Assistant Superintendent of Business and Operations and the Assistant Superintendent for Personnel Services throughout the employee bargaining process.
- Maintains District fixed asset inventory control.
- Prepares, distributes, collects and maintains semi-annual time certifications for federally-funded employees.
- Respond to inquiries and concerns of district management, faculty, staff, students and members of the community.

- Research policy and legal issues and write reports. Prepare draft documents such as letters, resolutions and agreements on related legal issues.
- Examines, verifies, and organizes a variety of records and reports including budget documents.
- Receive, process, facilitate, and disseminate information between the department and other departments, district representatives, and the general public; maintain the confidentiality of sensitive information; ensure timely responses.
- Perform a variety of complex tasks related to labor relations and personnel management.
- Coordinate, schedule and attend a variety of meetings; prepare and send out notices of meetings; maintain appointment calendars; reserve facilities; collect and compile information for meetings, projects and workshops.
- Assist administrator by performing research and special projects for selected events, such as the District's Wellness Programs
- Performs varied and responsible secretarial duties to assist in the processing and completion of administrative operations
- Receives complaints and may initiate action to resolve the problem or refer to appropriate person
- Compiles and computes statistical data and other technical material for routine reports as required
- Assists in coordinating communications within and outside the District regarding human resources and business administrative and operational functions
- Occasionally provides backup assistance for Personnel Account and Payroll Technicians in accomplishing a variety of duties when needed.
- Receive visitors in person including administrators, staff, parents and the public and provide information or direct to appropriate personnel; exercise independent judgment in resolving a variety of issues and refer difficult issues to the administrator or others as necessary; provide detailed information concerning operations, activities, schedules, laws, rules, regulations, policies and procedures.
- Plans, organizes and prioritizes own work to meet deadlines and accomplish assigned tasks within established time lines.
- Assists with design and maintenance of Department webpage as required.
- Receive, sort and distribute mail; open mail and compose responses independently as appropriate; prepare and distribute informational packets and bulk mailings as directed.
- Perform a variety of clerical accounting duties as assigned; monitor funds for income and expenditures; calculate, prepare and revise accounting data; balance and reconcile assigned accounts and budgets.
- Coordinate travel arrangements and hotel reservations as necessary; prepare and assure proper completion of reimbursement forms.
- Process documents to complete employment, termination, payroll and benefit processes for employees; verify accuracy of requisitions received and make changes as needed.
- Schedule and participate in new employee orientation sessions; provide pertinent information regarding employment with the District.
- Operate a motor vehicle and maintain a valid driver's license.
- Perform other related duties as assigned.

**QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

8.3.2

**EDUCATION and/or EXPERIENCE:**

Bachelor's degree required, plus two years experience preferred.

**OTHER SKILLS and ABILITIES:**

Knowledge of office procedures and practices, including filing systems, receptionist and telephone techniques, letter and report writing, and sound record keeping procedures; proficient in Microsoft Office applications, English usage, spelling, grammar and punctuation; ability to operate common office machines including personal computers, facsimile machines and printers. Ability to interpret and apply pertinent school district procedures, policies, laws, rules and regulations, and to apply them with good judgment in a variety of situations. Compose routine correspondence independently; perform responsible clerical work with accuracy and speed. Make arithmetical calculations quickly and accurately. Meet the public tactfully and courteously and answer questions correctly. Compile and maintain accurate records and files. Understand and carry out oral and written directions, establish and maintain cooperative relationships with those contacted in the course of work.

**CONFIDENTIAL STATUS:**

Cases or confidential district matters are not to be discussed by the Administrative Assistant under any circumstances outside of the District office. Infringement of the above policy may result in immediate dismissal.

**LANGUAGE SKILLS:**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, government and education codes, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before parents, staff, and students.

**MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to create and interpret graphs.

**REASONING ABILITY:**

Ability to apply common sense understanding to carry out detailed written, oral, and technical instructions. Ability to define problems, collect data, establish facts, and draw valid conclusions.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee is occasionally required to stand and walk. Occasionally the employee will type for long periods of time. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

8.3.3

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet. The employee continuously interacts with the public and other staff and occasionally meets multiple demands from several people.

***The information contained in this job description is for compliance with the American with Disabilities Act (.A.D.A.) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.***

8.3.4

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

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**DISTRICT GLOBAL GOALS**

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5. Promote student health and nutrition in order to enhance readiness for learning.

**SUBJECT:**

2014-15 District Goals and Objectives

**AGENDA ITEM AREA:**

Discussion/Action

**REQUESTED BY:**

Scott Leaman, Superintendent

**ENCLOSURES:**

Yes

**DEPARTMENT:**

District Office

**FINANCIAL INPUT/SOURCE:**

All sources

**MEETING DATE:**

October 21, 2014

**ROLL CALL REQUIRED:**

No

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**BACKGROUND:**

After review at the last Board meeting, the 2014-15 objectives based on district goals are being presented to the Board at this time for approval.

**RECOMMENDATION:**

Approve the 2014-15 objectives.

8.4

# Draft Goals and Objectives for the Management Team

2014-15

Initial Draft: September 17, 2014  
Board Review and Input: October 7, 2014  
Board Approval: October 21, 2014  
Final Presentation:

## **MISSION STATEMENT:**

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

## *ADOPTED DISTRICT GLOBAL GOALS*

1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students
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3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.
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5. Promote student health and nutrition in order to enhance readiness for learning.

84.1

## Goal #1 Develop and continually upgrade a well articulated K-12 academic program

| <i>Objective</i>   | <i>Background</i>  | <i>Benchmark</i>   | <i>Actions/<br/>Responsibility</i>  | <i>Final</i> |
|--|--|--|---|--------------|
| 1a - Successfully prepare for and administer all required assessments through the California Assessment of Student Performance and Progress (CAASPP) Program to establish our new baseline for tracking growth in student achievement over time. | 1a – The state of California has adopted new standards for students' academic achievement and a new aligned accountability system known as CAASPP. In the spring of 2015, students in grades 3-8 and 11 will be required to take various assessments to determine their proficiency in English Language Arts, Math, and Science. These results will be used to establish our district and school achievement baselines. These baselines and future will be used to set future achievement goals and to hold us accountable for growth. | 1a – By June 2015, All schools will prepare students to successfully complete their required CAASPP assessments, establishing our district and school baselines. Baseline results from 2014-2015 will be presented to the Board in the Fall of 2015. | <ul style="list-style-type: none"> <li>Fully implement our new mathematics curriculum (TK-12) aligned with the new state content standards for student learning.</li> <li>Develop common pacing schedules, formative assessments, and best instructional strategies in Math, ELA, and Science to monitor student progress toward standards proficiency.</li> <li>Provide structured and integrated ELD instruction to English learners to accelerate their basic and academic language development.</li> <li>Ensure all students (including special education and English learner) have access to grade-level appropriate (core) standards, curriculum and instruction.</li> <li>Provide simulations for students to practice with online assessments tools to better prepare them for the technological aspects of the state assessments.</li> </ul> |              |
|  |  |  | <i>Asst. Supt. of Ed Services / Director of Ed Services/ Director of Spec Ed/ Director of Tech/ Principals/ All Staff</i>   |              |

|  |  |  |  |  |
|--|--|--|--|--|
| 1b – Plan and enhance opportunities within the curriculum for academically achieving students. | 1b – Academic high achieving students require increased opportunities based on their capabilities.   | 1b – By June 2015, fifty-five percent (55%) of students will meet A-G requirements. Additional Lincoln and Phoenix High School courses will be identified for A – G credit and/or 2 + 2 agreements with Sierra College. Advanced Placement (AP) courses will be offered. GATE/ Differentiation Certification Professional Development workshops will be offered. | <ul style="list-style-type: none"> <li>• Increase and track A-G opportunities &amp; attainment</li> <li>• Support and increase enrollment in AP courses</li> <li>• Support district GATE and High Achiever programs</li> <li>• Increase 2 + 2 credit courses</li> <li>• Offer GATE Certification</li> <li>• Revise course offerings at PHS to provide A - G credit for students</li> </ul> |  |
|  |  |  | <i>LHS and PHS Admin and Staff/ Asst. Supt. of Ed Services</i>   |  |
| 1c – Support/monitor local special education offerings.  | 1c – In recent years, the district has brought many special education programs back to the district; percentage of special needs students has increased. | 1c- By June 2015, all programs will be appropriately staffed, all students will be appropriately placed, and all staff will have adequate support to ensure their abilities to provide exemplary services and supports to all our students with special needs.   | <ul style="list-style-type: none"> <li>• Implement special education staffing manual</li> <li>• review student placements and make adjustments and needed</li> <li>• provide monthly PLC supports and trainings to special education staff</li> <li>• Provide training and supports to Gen Ed teachers who provide supports to special education students</li> </ul>                       |  |
|  |  |  | <i>Director of Spec Ed/ Asst. Supt. of Ed Services/ Spec Ed Staff/ Principals / All Staff</i>  |  |

8.4.3

|  |  |   |  |  |
|--|--|---|--|--|
| 1d – Support/<br>monitor alternative<br>education<br>programs.   | 1d- Not all students<br>respond to traditional K-12<br>programs. For some<br>students an alternative<br>program is most helpful and<br>appropriate.  | 1d-By June 2015, increase<br>alternative education offerings<br>in the district and evaluate<br>future options to assist<br>students.   | <ul style="list-style-type: none"> <li>• Develop a plan to expand Independent Study options for students</li> <li>• Pursue concurrent enrollment in various secondary and postsecondary programs</li> <li>• Research and adopt a district platform for online learning for credit recovery, enrichment, etc.</li> </ul>  |  |
|  |  |   | <i>Asst. Supt. of Ed Services/PHS and LHS Admin/ Asst. Supt. of HR/ Asst. Supt. of Business</i>  |  |
| 1f – Fully<br>implement the<br>newly adopted<br>state standards for<br>ELA/ELD;<br>Literacy in<br>Hist./Soc. Sci.,<br>Science, and<br>Technical Subjects;<br>and Mathematics.<br>Begin preparing for<br>the adoption of the<br>Next Generation<br>Science Standards. | 1f – Common Core State<br>Standards (CCSS) were<br>adopted by the State of<br>California in 2010 and<br>replace the 1997 California<br>State Standards. Districts<br>and County offices will be<br>assessed and held<br>accountable for the new<br>standards in 2014-2015.<br>The state is in the process<br>of adopting the Next<br>Generation Science<br>Standards to replace the<br>1998 state standards. | 1f – By June, 2015, all core<br>academic teachers and special<br>education teachers will be fully<br>implementing the newly<br>adopted standards, or<br>preparing to implement<br>(Science). Peer Coaches will<br>provide support. Ongoing<br>professional development will<br>be provided to support the<br>development of effective<br>curricular lessons,<br>assessments, and best<br>instructional practices aligned<br>with the new standards. | <ul style="list-style-type: none"> <li>• Fully implement WPUSD Common Core State Standards</li> <li>• Fully implement newly adopted mathematics materials aligned with state standards</li> <li>• Provide PD for teaching staff</li> <li>• Continue Peer Coach Program</li> <li>• Develop common pacing schedules, formative assessments, and best practices to support student learning</li> <li>• Develop a plan to support ELD K-12 through structured and/or integrated instruction</li> </ul> |  |

8.4.4

|  |  |  |   |   |
|--|--|--|---|---|
| 1g- Continue Local Control Funding Formula with Adequate Reserves/Review, Update and Adopt a Local Control Accountability Plan | 1g –2014-15 is the second year of funding through the Local Control Funding Formula (LCFF). Districts are required to report progress on prior year. The 2014-15 Local Control Accountability Plan (LCAP) was adopted and approval by the Board by July, 2015. | 1g – By June 2015, submit a 2015-16 budget to the Board with adequate reserves to maintain positive certification. By July, 2015 submit a compliant 2015-2016 Local Control Accountability Plan to the Board for review and approval.  | <i>Asst. Supt. of Ed Services/ Director of Ed Services/ Peer Coaches/ Principals/ All Staff</i>                       | <ul style="list-style-type: none"> <li>• Update the Board on budget issues</li> <li>• Continue to hold multiple informational meetings with various stakeholders of LCAP</li> <li>• Disseminate information about LCFF and LCAP</li> <li>• Gather input on LCAP</li> <li>• Respond to questions from various stakeholders</li> </ul>  |
| 1h - Increase teacher and student use of technology  | 1h - Common Core State Standards, SBAC assessments and new curriculum require greater use of technology in the classroom and for learning.   | 1h - By June 2015, teachers will be implementing WPUSD Revised Technology Standards with fidelity to ensure increased teacher and student use of technology. The district will work closely with sites to assess usage of technologies and the needs for additional tools, resources, etc. | <i>Superintendent/ Asst. Supt. of Ed Services/ Asst. Supt. of Business/ District Office Administration/ All Staff</i> | <ul style="list-style-type: none"> <li>• Site Tech Trainers will provide site-level leadership and professional development and assistance; site administration will model and use technology regularly.</li> <li>• Monthly PD will be provided to support staff use of educational technologies</li> <li>• Secondary sites will pilot Schoology a web-based Learning Management System (LMS) to support student learning and enhance communication amongst staff, students, and parents</li> <li>• Assess adequacy of current technologies and needs for more support</li> </ul> |

8.4.5

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|  |  |  |  | <i>Director of Tech/ Asst. Supt. of Business/<br/>Asst. Supt. of Ed Services/ Principals/ Site<br/>Tech Trainers/ All Staff</i> |  |
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## Goal #2 Foster a safe, caring environment where individual differences are valued and respected

| <i>Objective</i>  | <i>Background</i>  | <i>Benchmark</i>  | <i>Actions/<br/>Responsibility</i>  | <i>Final</i> |
|---|--|---|---|--------------|
| 2a -- Continue to create consistent and caring environments for students. | 2a -- Positive student attendance and behavior are an integral part of a successful education. | 2a -- By June 2015, ensure that established supports are in place to reinforce positive student behavior and attendance. Strengthen where needed. | <ul style="list-style-type: none"> <li>• Provide district and site attendance goals and incentives of +.5% above last three year average</li> <li>• Continue to monitor SARB and SAM processes</li> <li>• Continue to monitor CARE program at LHS 2014-2015.</li> <li>• Continue to monitor Building Effective Schools Together (BEST) and Positive Behavioral Interventions and Supports (PBIS) programs at selected sites</li> <li>• Add PBIS at TBES and SES</li> <li>• Provide Behavior/Mental Health Specialist supports</li> <li>• Pursue additional monies to support Youth Development</li> </ul> |              |
|   |  |   | <i>Asst. Supt. of Ed Services/ Asst. Supt. of Business/Director of Ed Services/ Director of Spec Ed/ PHS Principal/ Other Selected Principals/ Behavior/Mental Health Specialists/ Selected Staff</i>   |              |

### Goal #3 Provide facilities for all district programs and functions that are suitable.

| <i>Objective</i>   | <i>Background</i>  | <i>Benchmark</i>   | <i>Actions/<br/>Responsibility</i>  | <i>Final</i> |
|--|--|--|---|--------------|
| 3a – Continue process of Division of State Architect (DSA) Close-Outs on all District sites.                         | 3a – As the State of California via DSA have made Close Out of all school construction projects mandatory, and often a condition of approval for future projects, all California school districts have the need to close out any and all outstanding past projects in compliance with DSA's standards. | 3a – Seventy-five percent (75%) of all open projects will be closed out by June 30, 2015.  | <ul style="list-style-type: none"> <li>Continue the process of working on closing out sites and projects</li> <li>Update board of progress</li> </ul>   |              |
|  |  |  | <i>Asst. Supt. of Business/Facilities Director</i>  |              |
| 3b - Create and maintain a safe, clean, healthy learning environment consistently and equitably at all school sites. | 3b - WPUSD has 11 unique school sites each with unique maintenance and custodial needs.  | 3b - Continue to complete and update the CASH Facility Inspection Tool for each site with focus on improvement on areas of concern from Facility Inspection Tool (FIT) analysis. | <ul style="list-style-type: none"> <li>Review the FIT form with the staff and work with them to complete the form</li> <li>Prioritize necessary maintenance and improvements by June 2015.</li> <li>Provide staff with training opportunities as necessary to complete the improvements identified in the FIT forms.</li> </ul> |              |
|  |  |  | <i>Asst. Supt. of Business/Director of Maintenance</i>  |              |

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| 3c – Continue to explore options for funding school modernization and construction from the state level to private grants. | 3c - With new development starting again in Lincoln, it is important the district continue to educate city and county officials as well as developers regarding the funding shortfall that exists for new school facilities. | 3c – Based on updated Facility Master Plan, build relationships with city staff, city council, and developers.  | <ul style="list-style-type: none"> <li>• Advocate for adequate student housing funding with city and county officials, developers, and community.</li> <li>• Keep abreast of the changing regulations on the all State Funding programs and take steps to ensure that WPUSD is in line with those requirements</li> <li>• Continue working in good faith with future Villages within the City of Lincoln sphere of influence to negotiate funding for future schools</li> <li>• Research grants and funding sources as they become available</li> </ul> |  |
| 3d – Implement the CCPT grant at the Lincoln High School Farm site and formally acquire Mariner (Rockwell) Ranch.          | 3e – The district received a 4.4 million dollar grant focused on career technical education. The district also was selected to acquire an additional 500 acres from CalTrans.  | 3e – By June 2015, working with the Farm Foundation, the grant will be implemented by the district and the agreement with CalTrans will be finalized. | <ul style="list-style-type: none"> <li>• Work with the Farm Foundation on implementing conservancy options</li> <li>• Finalize purchase of Mariner Ranch</li> </ul>   |  |
|  |  |   | <i>Asst. Supt. of Business/ Facilities Director</i>   |  |
|  |  |   | <i>Superintendent/ LHS Principal/ Farm Foundation</i>   |  |

2.4.8

**Goal #4 Promote the involvement of the community, parents, local government, business, and service organizations as partners in the education of students.**

| <i>Objective</i>  | <i>Background</i>   | <i>Benchmark</i>  | <i>Actions/<br/>Responsibility</i>  | <i>Final</i> |
|---|---|---|---|--------------|
| 4a – Increase communication content and outlets through the use of appropriate technologies, information, and community resources | 4a – Timely communication, both proactive and reactive, is important for parents and the greater community to partner with schools. | 4a – By June 2015, school and district websites will be consistently updated in a timely manner. The school district will have a presence at City Council meetings. Service organizations will be visited. Build relationships with local realtors. | <ul style="list-style-type: none"> <li>• District and Sites update websites</li> <li>• District Office staff will attend City Council meetings</li> <li>• Services Organizations visited</li> <li>• Community resources utilized</li> <li>• Realtor activities organized</li> </ul> |              |
|   |   |   | <i>All Administrative Staff/ Other Selected Staff</i>   |              |

8.4.9

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| 4b – Communication and collaboration with the city will be increased. | 4b – Joint partnerships and support including joint use facility agreements, joint future school facility planning, and the library assist district families and community members. Ongoing joint collaborative meetings take place throughout the year. City support for adequate school facilities in the Villages and infill will be sought. | 4b – By June 2015, collaboration meetings with the city will continue and other avenues of partnership will be evaluated. City support for appropriate educational facilities will be garnered. Streamlined Joint Use Agreements will be authored. | <ul style="list-style-type: none"> <li>• Hold meetings with city manager</li> <li>• Update joint use agreements, as needed</li> <li>• Meet with the City concerning Village educational facilities including small group and workshop settings</li> <li>• Author a common Joint Use Agreement</li> </ul> |  |
|   |   |  | <i>Superintendent/ District Office Staff</i>   |  |

## Goal #5 Promote student health and nutrition in order to enhance readiness for learning.

| <i>Objective</i>  | <i>Background</i>  | <i>Benchmark</i>  | <i>Actions/<br/>Responsibility</i>   | <i>Final</i> |
|---|--|---|--|--------------|
| 5a – Continue Student Wellness Committee co-chaired by the Food Service Director and the Assistant Superintendent of Business to comply with the Reauthorization Act of 2004. | 5a – WPUSD has updated the wellness policy as required including developing measurable goals for nutrition education. and physical activity. | 5a -As of June 2014, The committee consist of members from food services, physical education, Board of trustees, teachers, nurses, principals, administration and students. The committee was not able to gather volunteers for parent representation. By June 2015, the committee will have a parent representative on the committee. Also, by June 2015, the committee will perform a nutrition and physical activity awareness survey with students. | <ul style="list-style-type: none"> <li>• Measure nutrition and physical activity awareness through a student survey developed by the committee.</li> <li>• Continue to publish nutrition guidelines for all foods sold on campus through the WPUSD Food Service website..</li> <li>• Measure the effectiveness of the committee by evaluating the participation of parents and students.</li> <li>• Research grant funding for opportunities to support the student wellness committee goals.</li> </ul> |              |
|   |  |   | <i>Asst Supt Business/ Asst Supt Ed Services/ Assistant Supt Personnel / Director of Food Services and Food Services Department</i>  |              |

8.4.11

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| 5b -- Establish a protocol for Suicide Prevention and Response | 5b -- Like many communities, suicide and attempted suicide is an ongoing issue. | 5a -By June 2015, a protocol will be established that addresses possible suicides and attempts. Suicide prevention activities will be initiated. | <ul style="list-style-type: none"> <li>• Protocol written</li> <li>• Sites trained on protocol</li> <li>• Prevention activities planned and initiated</li> </ul> |  |
|  |   |  | <i>Superintendent/ Deputy Superintendent/ School Psychologists/ PCOE Staff/</i>  |  |

8.4.12