

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

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

DISTRICT ADMINISTRATION

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

School	<u>STUDENT ENROLLMENT</u>		
	2015-16 CALPADS	5/2/2016	6/2/2016
Sheridan Elementary (K-5)	66	67	67
First Street Elementary (K-5)	465	461	460
Carlin C. Coppin Elementary (K-5)	394	411	410
Creskide Oaks Elementary (K-5)	607	635	637
Twelve Bridges Elementary (K-5)	632	650	650
Foskett Ranch Elementary (K-5)	471	472	472
Lincoln Crossing Elementary (K-5)	645	637	637
Glen Edwards Middle School (6-8)	866	869	864
Twelve Bridges Middle School (6-8)	773	767	768
Lincoln High School (9-12)	1,735	1,654	1,651
Phoenix High School (10-12)	77	83	66
TOTAL	6731	6,706	6,680

Pre-K/Special Ed

Foskett Ranch 16
 First Street/LIP 80

Parent Education

Continuing Educ. Classes 55

GLOBAL DISTRICT GOALS

- Develop and continuously 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
August 2, 2016, 7:00 P.M.
WPUSD District Office/City Hall Building–3rd Floor Conference Room
600 Sixth Street, Lincoln, CA 95648

AGENDA

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

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

6:10 P.M. START

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

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

6:15 P.M.

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

Agency Negotiators:
~Scott Leaman, Superintendent
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
~Kerry Callahan, Assistant Superintendent of Educational Services
 - 3.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477
 - 3.3 PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee – CE 16/17.1
 - 3.4 STUDENTS**
Student Private Placement – Case No. 2016060475

Regular Meeting of the Board of Trustees

August 2, 2016

Agenda

7:00 P.M.

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

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

4.1 **Page 10 - CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

4.2 **Page 11 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

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

4.3 **Page 12 - PERSONNEL**

Public Employee Employment/Discipline/Dismissal/Release

Public Employee – CE 16/17.1

Roll call vote:

4.4 **Page 13 - STUDENTS**

Student Private Placement – Case No. 2016060475

5. **Page 15 - 112 - CONSENT AGENDA**

NOTICE TO THE PUBLIC

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

5.1 Certificated Personnel Report

5.2 Classified Personnel Report

5.3 Approval of Meeting Minutes for: June 7, & 30, 2016 Regular Board of Trustee Mtg.

5.4 Approval of Warrants

5.5 Approval of Construction Change Orders for the WPUSD Roofing Improvements at Various Campuses Project

5.6 Report of Disclosure Requirements for Quarterly Reports of Investments

5.7 Approval of Annual Agreement between Atkinson, Andelson, Loya, Ruud, and Romo and the WPUSD

5.8 Extension of Agreement between Lozano Smith and the WPUSD

Roll call vote:

6. **COMMUNICATION FROM THE PUBLIC**

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

Regular Meeting of the Board of Trustees

August 2, 2016

Agenda

7. **REPORTS & COMMUNICATION**

- Lincoln High School Student Advisory –
- Western Placer Teacher's Association – Tara McCroskey
- Western Placer Classified Employee Association – Mike Kimbrough
- 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 Board Room. Request forms are to be submitted to the Board Clerk before each item is discussed.

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

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

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

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

8.3 Information **Page 159 – 2016-2017 DISTRICT BUDGET UPDATE – STATE BUDGET APPROVAL** – Kilpatrick (16-17 G & O Component I, II, III, IV, V)

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

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

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

8.5 Action **Page 167 – APPROVE PLAN FOR USE OF EDUCATOR EFFECTIVENESS FUNDS** – Callahan (16-17 G & O Component I, II, III, IV, V)

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

Regular Meeting of the Board of Trustees

August 2, 2016

Agenda

- 8.6 Action **Page 171 – ANNUAL EVALUATION OF PARENT INVOLVEMENT POLICY & ADMINISTRATIVE REGULATIONS – Callahan (15-16 G & O Component I, II, III, IV, V)**
●As part of the annual release of the Con App and Title I requirements, the board is required to annually evaluate the Parent Involvement Policy and Administrative Regulation to ensure that they are supporting parental involvement and are complaint with Title I regulations.
- 8.7 Discussion/ **Page 185 – APPROVAL OF ADJUSTMENT TO SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES – Callahan (15-16 G & O Component I, II, III, IV, V)**
Action
●The salary range for the Account Technician I position has been added to the enclosed and revised salary schedule.
- 8.8 Discussion/ **Page 187 – CONSIDER APPROVING JOB DESCRIPTION FOR LIBRARY MEDIA SPECIALIST AND REVISED CERTIFICATED MANAGEMENT SALARY SCHEDULE – Callahan (15-16 G & O Component I, II, III, IV, V)**
Action
●As part of the ongoing review of District needs, programs, and staffing by the District there exists a need to approve a job description for a Certificated Management position: Library Media Specialist in order to establish the job requirements. This job description will go into effect following Board approval.
- 8.9 Action **Page 192 - ADOPTION OF REVISED/NEW POLICIES/EXHIBITS/ REGULATIONS – Leaman (16-17 G & O Component I, II, III, IV, V)**
●The District Policy Committee and Management Team have reviewed the following new and revised policies/regulations/exhibits as per CSBA. They are now being presented for adoption by the Board of Trustees.
- AR 4161.1/4361.1 Personal Illness/Injury Leave
 - AR 4161.2/4361.2 Personal Leaves
 - BP 5146 Married/Pregnant/Parenting Students
 - BP/AR 6142.7 Physical Education and Activity
 - AR 6162.51 State Academic Achievement Tests
 - BP 6164.2 Guidance/Counseling Services

9. BOARD OF TRUSTEES

9.1 FUTURE AGENDA ITEMS

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

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

9.2 BOARD MEMBER REPORTS/COMMENTS

10. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

Regular Meeting of the Board of Trustees

August 2, 2016

Agenda

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

11. ADJOURNMENT

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

Posted: 072916

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

Western Placer Unified School District

CLOSED SESSION AGENDA

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

Date: Tuesday, August 2, 2016

Time: 6:15 P.M.

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

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

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Bargaining Groups:
WPTA & CSEA Negotiations
Agency Negotiators:
Scott Leaman, Superintendent
Gabe Simon, Assistant Superintendent
of Personnel Services
Audrey Kilpatrick, Assistant Superintendent
Business and Operations
Kerry Callahan, Assistant Superintendent of
Educational Services

AGENDA ITEM AREA:

Disclosure of action taken in
closed session

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

No

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

ADMINISTRATION RECOMMENDATION:

Administration recommends the board of trustees be updated on negotiations.

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

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DISTRICT GLOBAL GOALS

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

SUBJECT:

CONFERENCE WITH LEGAL COUNSEL –
EXISTING LITIGATION

AGENDA ITEM AREA:

Disclosure of Action Taken in
Closed Session

REQUESTED BY:

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

ENCLOSURES:

No

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

RECOMMENDATION:

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

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

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

Public Employee Discipline/Dismissal/Release

AGENDA ITEM AREA:

Closed Session

REQUESTED BY:

Gabe Simon, Ed.D. *GS*
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

Yes (Closed Session)

BACKGROUND:

The Board of Trustees will disclose any action taken in closed session in regards to Employee # CE 16/17.1 Discipline/Dismissal/Release

RECOMMENDATION:

Administration recommends the Board of Trustees disclose action taken in closed session in regard to Employee # CE 16/17.1 Discipline/Dismissal/Release.

**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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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:
Student Private Placement
Case No. 2016060475

AGENDA ITEM AREA:
Closed Session

REQUESTED BY:
Scott Leaman,
Superintendent
Susan Watkins,
Director of Special Education

ENCLOSURES:
N/A

DEPARTMENT:
Administration

FINANCIAL INPUT/SOURCE:
N/A

MEETING DATE:
August 2, 2016

ROLL CALL REQUIRED:
No

BACKGROUND:

The Board of Trustees will disclose any action taken during closed session in regards to private placement.

RECOMMENDATION:

The Administration recommends the Board of Trustees disclose any action taken in regards to the above item.

CONSENT

AGENDA

ITEMS

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

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

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


SUBJECT:

Certificated Personnel Report

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Gabe Simon 
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

Categorical/General

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the certificated personnel report.

WESTERN PLACER UNIFIED SCHOOL DISTRICT

PERSONNEL REPORT

August 2, 2016

CERTIFICATED/MANAGEMENT

NEW HIRES:

- 1. Name: Angela Blank**
Position: Third Grade Teacher
FTE: 1.0
Effective Date: August 12, 2016
Site: First Street School
- 2. Name: Anahita Broomand**
Position: RSP Teacher
FTE: 1.0
Effective Date: August 12, 2016
Site: Lincoln High School
- 3. Name: Stephanie Brown**
Position: High School Assistant Principal
FTE: 1.0
Effective Date: July 1, 2016
Site: Lincoln High School
- 4. Name: Todd Colson**
Position: Boys Physical Education Teacher
FTE: 1.0
Effective Date: August 12, 2016
Site: Glen Edwards Middle School
- 5. Name: Erin Jacks**
Position: English/Social Science Teacher
FTE: 1.0
Effective Date: August 12, 2016
Site: Lincoln High School
- 6. Name: Bria Johnson**
Position: Temporary First Grade Teacher
FTE: 1.0
Effective Date: August 12, 2016
Site: Twelve Bridges Elementary School
- 7. Name: Hannah Lewin**
Position: First Grade Teacher
FTE: 1.0
Effective Date: August 12, 2016
Site: First Street School

8. **Name:** Shannon Medved
 Position: SDC Teacher (TK-2nd)
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Creekside Oaks Elementary School
9. **Name:** Adam Salinger
 Position: Independent Study Teacher
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Phoenix High School
10. **Name:** Dennis Santos
 Position: English Teacher
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Glen Edwards Middle School
11. **Name:** Jada Saul
 Position: Science Teacher
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Glen Edwards Middle School
12. **Name:** Craig Trevillyan
 Position: SDC Teacher (Intern)
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Twelve Bridges Middle School
13. **Name:** Jennifer Walters
 Position: Elementary Science Teacher
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Twelve Bridges Elementary School
14. **Name:** Jamie Watkins
 Position: RSP Teacher
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Carlin C. Coppin Elementary
15. **Name:** Jeena Williamson
 Position: First Grade Teacher
 FTE: 1.0
 Effective Date: August 12, 2016
 Site: Twelve Bridges Elementary School

RESIGNATIONS:

1. **Name:** Vanessa Cern
 Position: First Grade Teacher
 FTE: 1.0
 Effective Date: June 30, 2016
 Site: Lincoln Crossing Elementary School

2. **Name:** Kendra Christiansen
 Position: English Teacher
 FTE: 1.0
 Effective Date: June 30, 2016
 Site: Lincoln High School

3. **Name:** Jodi Lamparter
 Position: First Grade Teacher
 FTE: 1.0
 Effective Date: June 30, 2016
 Site: Creekside Oaks Elementary School

4. **Name:** Elizabeth Wilson
 Position: School Psychologist
 FTE: 1.0
 Effective Date: June 30, 2016
 Site: District Office

5. **Name:** Bernadette Uden
 Position: English Teacher
 FTE: 1.0
 Effective Date: July 18, 2016
 Site: Glen Edwards Middle School

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Classified Personnel Report

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Gabriel Simon *GS*
Assistant Superintendent of Personnel Services

ENCLOSURES:

Yes

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund/Categorical

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

BACKGROUND:

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

RECOMMENDATION:

Administration recommends ratification of the classified personnel report.

**WESTERN PLACER UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT**

August 2, 2016

CLASSIFIED/MANAGEMENT

NEW HIRES:

- | | |
|---|--|
| 1. Name: Roger Arndt
Position: Campus/Café Supervisor
Salary: CSEA, Range 13, Step C
Hours: 3 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Glen Edwards Middle |
| 2. Name: John Avery
Position: Paraprofessional Aide
Salary: CSEA, Range 17, Step A
Hours: 3.66 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Twelve Bridges Middle |
| 3. Name: Elizabeth Bollington
Position: Paraprofessional Aide
Salary: CSEA, Range 17, Step A
Hours: 5.66 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Lincoln High School |
| 4. Name: Alison Dufore
Position: Food Service Assistant
Salary: CSEA, Range 12, Step A
Hours: 2 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Twelve Bridges Middle
Replacement |
| 5. Name: Rocio Garcia
Position: Grant Funded Instructional Aide
Salary: Range 1, Step A
Hours: 3.5 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: First Street School
Replacement |
| 6. Name: Hailee Gullett
Position: Grant Funded Instructional Aide
Salary: Range 1, Step A
Hours: 3.75 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Sheridan Elementary
Replacement |
| 7. Name: Bhawnpreet Kaur
Position: LVN
Salary: CSEA, Range 32, Step D
Hours: 6 Hours/5 Days a week
Days: 11 Months/Year | Effective: 8/10/16
Site: Itinerate
Replacement |
| 8. Name: Rosabel Ortiz
Position: Parent/School/Community Liaison
Salary: CSEA, Range 25, Step A
Hours: 7 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/11/16
Site: Itinerate |
| 9. Name: Julie Ulrich
Position: School Office Clerk II
Salary: CSEA, Range 20, Step D
Hours: 5.5 Hours/5 Days a week
Days: 11 Months/Year | Effective: 8/10/16
Site: Foscett Ranch Elementary |

ADDITIONAL POSITION:

- | | |
|---|---|
| 1. Name: Sarah Bagwell
Position: Campus/Café Supervisor
Hours: 30 Minutes/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Carlin C. Coppin Elementary
Replacement |
| 2. Name: Maribel Vergara
Position: School Office Clerk II
Hours: 1 Hour/5 Days a week
Days: 10 Months/Year | Effective: 8/10/16
Site: Sheridan Elementary
Replacement |

TRANSFER/PROMOTION:

- | | |
|--|---|
| 1. Name: Tiffany Brown
Position: Campus/Café Supervisor
Hours: 1.84 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Creekside Oaks Elementary
Replacement |
| 2. Name: Kory Fink
Position: Paraprofessional Aide
Hours: 6 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Lincoln High School
Replacement |
| 3. Name: Stephen Geiselman
Position: Paraprofessional Aide
Hours: 5.66 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: Creekside Oaks Elementary |
| 4. Name: Nancy Griffin
Position: Secretary, Support Programs & Accountability
Hours: 8 Hours/5 Days a week
Days: 12 Months/Year | Effective: 7/1/16
Site: District Office |
| 5. Name: Meghan Grimes
Position: Paraprofessional Aide
Hours: 7 Hours/4 Days a week
Days: 10 Months/Year | Effective: 8/17/16
Site: First Street School
Replacement |
| 6. Name: Maria Mojic-Bierwirth
Position: Parent/School/Community Liaison
Hours: 7 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/11/16
Site: Itinerate |
| 7. Name: Cecilia Sanchez
Position: Parent/School/Community Liaison
Hours: 7 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/11/16
Site: Itinerate |
| 8. Name: Barbara Wang
Position: Library Technician
Hours: 3 Hours/5 Days a week
Days: 10 Months/Year | Effective: 8/12/16
Site: Lincoln High School |

RESIGNATION:

- | | |
|---|---|
| 1. Name: Meghan Grimes
Position: Program Facilitator
Hours: 4 Hours/5 Days a week
Days: 10 Months/Year | Effective: 6/30/16
Site: Sheridan Elementary |
|---|---|

- | | |
|---|---|
| 2. Name: Rebecca Hickey
Position: Program Facilitator
Hours: 4 Hours/5 Days a week
Days: 10 Months/Year | Effective: 6/30/16
Site: Creekside Oaks Elementary |
| 3. Name: Katherine Mohay
Position: Paraprofessional Aide
Hours: 5.66 Hours/5 Days a week
Days: 10 Months/Year | Effective: 6/30/16
Site: Foskett Ranch Elementary |
| 4. Name: Rochelle Olmos
Position: Campus/Cafeteria Supervisor
Hours: 20 Minutes/5 Days a week
Days: 10 Months/Year | Effective: 6/30/16
Site: Sheridan Elementary |
| 5. Name: Cecilia Sanchez
Position: Paraprofessional Aide
Hours: 5.66 Minutes/5 Days a week
Days: 10 Months/Year | Effective: 6/30/16
Site: Twelve Bridges Middle |
| 6. Name: Karen Sherry
Position: Library Technician
Hours: 4 Hours/5 Days a week
Days: 10 Months/Year | Effective: 6/30/16
Site: Sheridan Elementary |
| 7. Name: Barbara Wang
Position: Intervention Services Provider
Hours: 3 Hours/5 Days a week
Days: 10 Months/Year | Effective: 6/30/16
Site: First Street School |

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of Minutes:

- June 7 & 30, 2016 Regular
Board of Trustee Meeting

AGENDA ITEM AREA:

CONSENT AGENDA

REQUESTED BY:

Scott Leaman,
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

- June 7, 2016 Regular Board of Trustee Meeting
- June 30, 2016 Regular Board of Trustee Meeting

RECOMMENDATION:

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

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

June 7, 2016, 7:00 P.M.

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

MINUTES

2015-2016 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

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

Board Members Present:

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

Board Members Absent:

Paul Long, Clerk

Others Present:

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

5:45 P.M. START

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

Mr. Leaman requested to pull item 3.4 from Closed Session

2. **COMMUNICATION FROM THE PUBLIC**

No communication from the public

6:05 P.M.

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

- 3.1 **CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

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- 3.2 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Property Designated as Rockwell (Mariner) Ranch
- 3.3 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477
- 3.4 **PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee - CE 15/16.3

7:00 P.M.

- 4. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Bldg. – 3rd Floor Conference Room
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:
 - 4.1 **Page 10 - CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
~Scott Leaman, Superintendent
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
~Kerry Callahan, Assistant Superintendent of Educational Services

No action taken
 - 4.2 **Page 11 - CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Property Designated as Rockwell (Mariner) Ranch

No action taken
 - 4.3 **Page 12 - CONFERENCE WITH LEGAL COUNSEL–EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

No action taken
 - 4.4 **Page 13 - PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee - CE 15/16.3 -
Roll call vote:

Public Employee CE 15/16.3 was removed from the agenda
- 5. **Page 15 - 105 - CONSENT AGENDA**
 - 5.1 Certificated Personnel Report
 - 5.2 Classified Personnel Report
 - 5.3 Approval of Meeting Minutes for: May 3, & 17, 2016 Regular Board of Trustee Mtg.
 - 5.4 Approval of Warrants
 - 5.5 Unpaid Leave of Absence Request

June 7, 2016

Minutes

-
- 5.6 Ratification of Annual Contract with Schoology
 - 5.7 Ratification of contract with Project GLAD
 - 5.8 Ratification of Contract with Total Educational Systems Support (TESS) for Math Teacher Training
 - 5.9 Ratification of Contract with San Joaquin County Office of Education – SEIS
 - 5.10 Ratification of Contract with TNT Fireworks and WPUSD-Twelve Bridges Middle School
 - 5.11 ACTFL Annual convention and World Language Expo
 - 5.12 Approve Agreement for Fiscal Budget Services between School Services of California, Inc., and WPUSD
 - 5.13 Ratification of Contract with Starstruck Showcase and Foskett Ranch Elem.
 - 5.14 Ratification of Contract with Starstruck Showcase and Lincoln Crossing Elem.
 - 5.15 Ratification of Agreement between Atkinson, Andelson, Loya, Ruud, and Romo and WPUSD
 - 5.16 Approve Purchase of two 2017 Thomas 36 Passenger Busses from Thomas Built Buses

Gabe Simon requested a modification to the classified personnel report on the consent agenda. Director of Food Service, Susan Stewart has been added to the classified personnel report. Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 4-0 (*Ayes: Carras, Haley, Wyatt, Armitage No: None*) roll call vote to approve consent agenda with the modification to the classified personnel report.

6. COMMUNICATION FROM THE PUBLIC

No communication to the public

7. REPORTS & COMMUNICATION

- Lincoln High School Student Advisory – Harpreet Chumber was not present
- Western Placer Teacher's Association, Tara McCroskey spoke about meeting with District Administration and LHS principal to discuss the year, there are a lot of positives this year, one of the things is the purchase of CTA shirts for the members, which read "We Educate, We Advocate, and We Empower". She was reelected as WPTA President next year, Tim Allen will be the Vice President. Will be meeting with district administration to discuss curriculum, and with Mr. Leaman regarding the full year, and site Administration in our district. It's been a good year, look forward to a good summer.
- Western Placer Classified Employee Association, Mike Kimbrough was not present
- Superintendent, Scott Leaman reported the following:
 - School is out!
 - Monday, the district office will start summer hours, 10:30 a.m. to 2:00 p.m.
 - Was able to complete most of the school visitations
 - Technology is very infused in our district
 - Senior reflections was being put together during a visit at Lincoln High
 - This was a smooth year with graduations/promotions, very few inflatables
 - We are already preparing for next year
 - Echoed Tara's remarks

June 7, 2016

Minutes**8. PUBLIC HEARING****8.1 Page 109 - 2016-17 Western Placer Unified School District LCAP**

Pursuant to Education Code 9EC) 52062(b)(1), Western Placer Unified School District will hold a public hearing to solicit the recommendations and comments of members of the public regarding the specifications and expenditures proposed to be included in the Local Control and Accountability Plan (LCAP)

Mr. Armitage open the public hear for at 7:14 p.m.

Dan Burbage-Macaluso spoke on learning, not having access to materials, feels EL and resources students struggled, in years past we've have some really great ideas, moving towards our implementation. Do not put a lot of changes in at one time. This was a most impacted year, this was the worst year. Miss the times of piloting programs. The public hearing was closed at 7:21.

8.2 Page 107 - 2016-17 Western Placer Unified School District Proposed Budget

Per California Education Code 42127, on or before July 1 of each year, the governing Board of each school district shall hold a public hearing on the budget to be adopted for the subsequent fiscal year. At this hearing, the Board will take testimony from the public.

Audrey Kilpatrick introduced Susan Stewart, the new Director of Food Services

Audrey Kilpatrick introduced the budget, the public hearing was opened at 7:23 p.m., there being on questions, the hearing was closed.

9. ♦ ACTION ♦ DISCUSSION ♦ INFORMATION**9.1 Discussion/ Page 112 – ACQUISITION OF ROCKWELL (MARINER) RANCH**

Action

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

•Over seven years ago the district was awarded mariner Ranch through a competitive process as mitigated land with an endowment to be controlled by an outside entity. Negotiations have been underway since that time including CalTrans, Wildlife Heritage Foundation, Department of Fish and Game, and others.

Mr. Leaman spoke on the process of accepting the Rockwell (Mariner) Ranch, it's been a long process acquiring this acreage. It's taken seven years, he thanked everyone for helping.

Megan Macy spoke on the acquisition of Rockwell (Mariner) Ranch. She reviewed the particulars of the property. The documents included were Mitigation Land Transfer Agreement, a three part agreement with Caltrans, Wildlife Heritage and the District. She reviewed the district's roll in this management plan, and obligations. Conservation easement will be on title.

Motion by Mr. Carras, seconded by Mrs. Wyatt, and passed by a 4-0 (Ayes: Armitage, Carras, Haley, Wyatt No: None) vote to approve the acquisition of Rockwell (Mariner) Ranch.

9.2 Action

Page 276 – RESOLUTION NO. 15/16.24 TO APPROVE THE ANNUAL ADJUSTMENT OF COMMUNITY FACILITY

June 7, 2016

Minutes**DISTRICT MELLO-ROOS RATES FOR CFD #1 AND CFD #2 –***Adell (15-16 G & O Component I, II, III, IV, V)*

• Annually the rates for fee calculations for Mello-Roos tax within the Western Placer Unified School District's Community Facilities Districts #1 and #2 are adjusted in coordination with the California Construction Cost Index (CCCI), utilizing the annual percentage increase or decrease for the most recent full calendar year as the standard.

Mike Adell presented Resolution No. 15/16.24 for approval. This is an annual process. Motion by Mrs. Wyatt, seconded by Mr. Haley, and passed by a 4-0 (**Ayes:** *Haley, Wyatt, Carras, Armitage* **No:** *None*) roll call vote to approve Resolution No. 15/16.24 approving the annual adjustment of Community Facility District Mello-Roos rates for CFD #1 and CFD #2.

9.3 Action

Page 279 – APPROVAL OF LEASE-LEASEBACK AGREEMENT WITH BRCO CONSTRUCTORS, INC. FOR THE LINCOLN HIGH SCHOOL PORTABLES RELOCATION PROJECT – Adell (15-16 G & O Component I, II, III, IV, V)

• Due to projected growth at Lincoln High School and the need to accommodate the expansion and enhancements of the existing quad area on site, it will be necessary for the District to relocate six (6) portable classrooms on site adjacent to the 2015 portable classrooms addition on the north area of campus.

Mike Adell presented the Lease-Leaseback Agreement for approval. Motion by Mr. Haley, seconded by Mrs. Wyatt and passed by a (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) 4-0 vote to approve Lease-Leaseback Agreement with BRCO constructors for the Lincoln High School project.

9.4 Action

Page 298 – APPROVAL OF LEASE-LEASEBACK AGREEMENT WITH BRCO CONSTRUCTORS, INC. FOR THE GLEN EDWARDS MIDDLE SCHOOL PORTABLE CLASSROOMS ADDITION PROJECT – Adell (15-16 G & O Component I, II, III, IV, V)

• Due to projected growth and a current lack of available classroom space at Glen Edwards Middle School, it will be necessary for the District to add one (1) double wide portable classroom building to create two (2) standard classrooms and associated site work at the site.

Mike Adell presented the Lease-Leaseback Agreement for approval. Motion by Mr. Carras, seconded by Mr. Haley and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the Lease-Leaseback Agreement with BRCO Constructors for the Glen Edwards Middle School project.

**9.5 Discussion/
Action**

Page 320 – CONSIDER APPROVING JOB DESCRIPTION FOR SECRETARY: SUPPLEMENTAL PROGRAMS & ACCOUNTABILITY – Simon (15-16 G & O Component I, II, III, IV, V)

• As a part of the ongoing review of District needs, program, and staffing by the District there exists a need to approve a job description for a classified Secretary:

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Supplemental Programs & Accountability in order to establish the job requirements.

Gabe Simon presented a job description for approval. Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the job description for Secretary of Supplemental Programs and Accountability.

9.6 Discussion/ Action *Page 324 – CONSIDER APPROVING JOB DESCRIPTION FOR PARENT/SCHOOL/COMMUNITY LIAISON – Simon (15-16 G & O Component I, II, III, IV, V)*

•As a part of the ongoing review of District needs, programs, and staffing by the District there exists a need to approve a job description for a classified Parent/School/Community Liaison, in order to establish the job requirements.

Gabe Simon presented a job description for approval. Motion by Mrs. Wyatt, seconded by Mr. Haley, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the job description of Parent/School/Community Liaison.

9.7 Discussion/ Action *Page 328 – APPROVAL OF ADJUSTMENT TO SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES – Simon (15-16 G & O Component I, II, III, IV, V)*

•The salary ranges for the proposed Secretary: Supplemental Programs and Accountability and parent/School/Community Liaison positions have been added to the enclosed and revised salary schedule.

Gabe Simon presented the adjusted salary schedule for approval. Motion by Mr. Haley, seconded by Mr. Carras, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the adjustment to the classified salary schedule.

9.8 Information *Page 330 – 2016-2017 BUDGET ASSUMPTIONS AND PROPOSED BUDGET FOR GENERAL FUND AND OTHER FUNDS – Kilpatrick (15-16 G & O Component I, II, III, IV, V)*

•District staff has prepared the 2016-17 Proposed Budget documents for Board adoption at the June 21, 2016, board of Trustees meeting. The most recent State's May Revision Budget has an impact on our 2016-17 budget assumptions along with multi-year projections.

Audrey Kilpatrick presented budget assumptions that will be used for the 2016-17 budget. She reviewed expenditures and reserves. The budget will come back for approval at June 30th board meeting.

9.9 Action *Page 359 – DISPOSAL OF SURPLUS ITEMS – Kilpatrick (15-16 G & O Component I, II, III, IV, V)*

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

Audrey Kilpatrick presented a list of items for surplus. Motion by Mr. Haley, Mrs. Wyatt, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the disposal of surplus items.

9.10 Discussion/ Page 361 – COMMUNICATION WITH BOARD OF SUPERVISORS

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

•The Board was recently updated by City of Lincoln Police Chief Rex Marks concerning possible actions by Placer County Board of Supervisors regarding marijuana.

Mr. Leaman presented the sample letter for approval. Mr. Leaman contacted PCOE who also will be writing a letter. Motion by Mrs. Wyatt, seconded by Mr. Haley, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the letter be sent to the Board of Supervisors.

9.11 Action Page 363 - ADOPTION OF REVISED/NEW POLICIES/REGULATIONS/EXHIBITS – Leaman (15-16 G & O Component I, II, III, IV, V)

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

- BP 2121 Superintendent's Contract
- BP/AR 3553 Free and Reduced Price Meals
- BP/AR 4030 Nondiscrimination In Employment
- AR 4031 Complaints Concerning Discrimination In Employment
- BP 4121 Temporary/Substitute Personnel
- AR 4261.1 Personal Illness/Injury Leave
- BP/AR 5141 Health Care and Emergencies
- BP/AR 6142.1 Sexual Health and HIV/AIDS Prevention Instruction
- BP/AR 6173 Education for Homeless Children
- BB 9150 Student Board Members

Motion by Mr. Carras, seconded by Mrs. Wyatt, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the revised and new Polices/Regulations/Exhibits as presented.

10. BOARD OF TRUSTEES

10.1 FUTURE AGENDA ITEMS

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

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

10.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Carras shared it's good to be able to attend a meeting, glad to be back, Mrs. Wyatt was able to share senior experiences at LHS, very touching and an enjoyable morning, stepped in for Mr. Carras at TBMS. Liked the graduation time

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change to 8:00 p.m. It was a pleasure to take LHS Seniors to their previous elementary schools to visit current students. Next year it will be better planned and gave recognition to the groups that provided funds for this to happen. Shared information on the airshow which will be held on June 11th.

Mr. Haley attended PHS graduation with almost 30 students, loved the talks they gave about their teachers. The letter from the GEMS student, was well written

Mr. Armitage had the pleasure of attending GEMS promotion

11. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤ **June 30, 2016 7:00 P.M.**, Regular Meeting of the Board of Trustees - District Office/City Hall Bldg., 3rd Floor Conference Room

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:11 p.m.

Damian Armitage, President

Paul Long, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

<p>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.</p>
--

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

June 30, 2016, 7:00 P.M.

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

MINUTES

2015-2016 Goals & Objectives (G & O) for the Management Team: **Component I:** Quality Student Performance; **Component II:** Curriculum Themes; **Component III:** Special Student Services; **Component IV:** Staff & Community Relations; **Component V:** Facilities/Administration/Budget.

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

Board Members Present:

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

Board Members Absent:

Paul Long, Clerk

Others Present:

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

5:30 P.M. START

1. **CALL TO ORDER** – WPUSD District Office/City Hall Bldg. – 3rd Floor Conference Room
2. **COMMUNICATION FROM THE PUBLIC**
No communication from the public
3. **ACTION/ INFORMATION/ DISCUSSION ITEM**
 - 3.1 Action **UNIFORM COMPLAINT, CASE #UCP 008**
Action to hear a complaint or accept the District's decision

Mr. Leaman explained the complaint hearing process. The board has been asked if they will to hear the complaint presented tonight. It was the consensus of the board to hear the complaint in closed session.

The following comments prior to closed session:

Ms. Stovall was present appealing the district decision not allowing her daughter to be put on the cheer team. She felt the district did not properly investigate this matter. She asked the board to allow the two girls to be on the cheer team. She shared her concerns, regarding all three coaches.

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All have girls on the team, as well as being best friends with parents, some of the girls were given an advantage. The district only allowed one of the girls to be put on the team due to an IEP. With the district allowing one girl back on the team, it has caused problems. She later called the judges on the questioning. Her daughter tried out her freshman and sophomore years, and made it. The district was asked to go with an outside team for tryouts. She feels the process was wrong, and it has had an emotional effect on her daughter. They are not a family that feels everyone deserves a trophy.

Leanna Bledso introduced Alexis McClure, she was present to appeal the district decision about not putting her and Alexis on the cheering team. In regards to this year's try outs it was highly biased, meaning all the coaches had girls on the team. Girls who have never cheered before made the team, due to knowing the coaches. She shared that she is a cheerleader, and will always be, either on or off the team. Being a cheerleader is about football and under the lights, getting pumped up for the game. It is about why you do it and how you imagine yourself. Knowing girls that are on the team, using bad language. I see pictures of them drinking alcohol on social media, and being benched due to grades. She deserves being on the team, and has given the junior zebra program her all for 9 years. She has done nothing but serve this community and has given it a better image. She shared this has turned her life upside down, and doesn't understand what she ever did to deserve this, the district, my principal, my coaches, my friend and so called community has disappointed me.

Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to hear the complaint in closed session.

5:35 P.M.**4. CLOSED SESSION – WPUSD District Office – 4th Floor Overlook Room****4.1 CONFERENCE WITH LABOR NEGOTIATOR**

Bargaining groups: WPTA & CSEA Negotiations

Agency Negotiators:

~Scott Leaman, Superintendent

~Gabe Simon, Assistant Superintendent of Personnel Services

~Audrey Kilpatrick, Assistant Superintendent of Business and Operations

~Kerry Callahan, Assistant Superintendent of Educational Services

4.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

4.3 PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release

Public Employee – CL 15/16.8

4.4 LIABILITY

Rejection of Claim, (Student 15/16.1) pursuant to Government Codes 910 & 910.2

4.5 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property Designated as Parcel's #008-081-012-000, #008-043-006-000, & #008-043-007-000

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- 4.6 **UNIFORM COMPLAINT - UCP**
Uniform Complaint, Case # UCP 008
- 4.7 **STUDENTS**
Student Private Placement – Case No. 2016060475

7:00 P.M.

5. **ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE** – District Office/City Hall Bldg. – 3rd Floor Conference Room
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:
- 5.1 **Page 11 - CONFERENCE WITH LABOR NEGOTIATOR**
Bargaining groups: WPTA & CSEA Negotiations
Agency Negotiators:
~Scott Leaman, Superintendent
~Gabe Simon, Assistant Superintendent of Personnel Services
~Audrey Kilpatrick, Assistant Superintendent of Business and Operations
~Kerry Callahan, Assistant Superintendent of Educational Services
No action taken
- 5.2 **Page 12 - CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
CAL200 et al. v. Apple Valley et al., S.F. County Superior Court Case No. CPF-15-514477

No action taken
- 5.3 **Page 13 - PERSONNEL**
Public Employee Employment/Discipline/Dismissal/Release
Public Employee – CL 15/16.8

Mrs. Wyatt reported the board took action to approve the release of employee CL 15/16.8, it was approved by a 4-0 vote in favor of the release.
- 5.4 **Page 14 - LIABILITY**
Rejection of Claim, (Student 15/16.1) pursuant to Government Codes 910 & 910.2

Mrs. Wyatt reported the board took action to reject the claim.
- 5.5 **Page 15 – CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Property Designated as Parcel's #008-081-012-000, #008-043-006-000, & #008-043-007-000

No action taken
- 5.6 **Page 16 – UNIFORM COMPLAINT – UCP**
Uniform Complaint, Case # UCP 008

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The board voted to upholding the district's decision.

5.7 Page 17 - STUDENTS

Student Private Placement – Case No. 2016060475

No action taken

6. Page 19-103 - CONSENT AGENDA

- 6.1 Certificated Personnel Report
- 6.2 Classified Personnel Report
- 6.3 Unpaid Leave of Absence Request
- 6.4 Williams Uniform Quarterly Complaint Report.
- 6.5 Approve Re-Entry of Student #15/16-B
- 6.6 Ratification of Agreement with KidZKount and WPUSD
- 6.7 Ratification of Annual Contract with Document Tracking Services
- 6.8 Ratification of Contract with Center for Hearing Health
- 6.9 Ratification of Contract with PCOE – WPUSD – Preschool Program
- 6.10 Ratification of Agreement with PCOE and WPUSD – Child Care Food Program
- 6.11 Ratification of Contract – Dave & Buster's and Western Placer USD – Annual District Administrator's Orientation Meeting.
- 6.12 CARS/Consolidated Application (Spring Release)
- 6.13 Ratification of Contract with Hobsons for Naviance
- 6.14 Ratification of Agreement between Western Governors University and the WPUSD
- 6.15 Ratification of Agreement between National University and the WPUSD

Motion by Mrs. Wyatt, seconded by Mr. Haley, and passed by a 4-0 (Ayes: *Carras, Haley, Wyatt, Armitage* No: *None*) roll call vote to approve the consent agenda as presented.

7. COMMUNICATION FROM THE PUBLIC

No action from the public

8. REPORTS & COMMUNICATION

- Lincoln High School Student Advisory – N/A
- Western Placer Teacher's Association, Tara McCroskey, thanked for their work this year, see you in August
- Western Placer Classified Employee Association, Mike Kimbrough, Gus Nevarez was present for CSEA, and had no report
- Superintendent, Scott Leaman presented the following:
 - He shared Tara's remarks
 - This is the last board meeting of the school year
 - The district will be back to regular hours on August 8th
 - Still hiring people
 - Still a lot of planning
 - We'll be looking at the budget today
 - June is always very intense

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The Western Placer Unified School District is authorized to collect developer fees (referred to as Level 1 fees) as established by the State Allocation Board to assist in financing school facilities to serve students generated from new residential and commercial/industrial development.

Mike Adell reported on the developer fee increase. Last fee increase was 2014. The public hearing was open at 7:23 p.m., no speakers, public hearing was closed.

9.2 Page 136 - Public Hearing on Plan for use of Educator Effectiveness Funds

As a condition of receiving Educator Effectiveness funds, a school district, county office of education, charter school, or state special school is required to develop and adopt a plan delineating how the Educator Effectiveness funds will be spent.

Kerry Callahan reported the purpose of the public hearing. The public hearing was opened at 7:24 p.m., no speakers the public hearing was closed.

10. ♦ACTION ♦DISCUSSION ♦INFORMATION

10.1 Action Page 142 – ADOPTION OF RESOLUTION NO. 15/16.27 TO LEVY INCREASED SCHOOL FACILITY FEES AND THE 2016 SCHOOL FACILITY FEE JUSTIFICATION REPORT – Adell (15-16 G & O Component I, II, III, IV, V)

•The Western Placer Unified School District is authorized to collect developer fees (referred to as Level I fees) as established by the State Allocation Board to assist in financing school facilities to serve students generated from new residential and commercial/industrial development.

Mike Adell presented Resolution No. 15/16.27. Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 4-0 (**Ayes:** *Haley, Wyatt, Carras, Armitage* **No:** *None*) roll call vote to approve to increased School Facility Fees and the 2016 School Facility Fee justification report.

10.2 Information Page 147 – ANNUAL REPORT OF THE MEASURE “A” CITIZENS’ BOND OVERSIGHT COMMITTEE – Adell (15-16 G & O Component I, II, III, IV, V)

•On March 17, 2015, the Board approved Resolution 14/15.21 pursuant to the requirements of the Education Code Section 15278, et seq., appointing members to the Measure “A” Citizens’ Oversight (“Committee”) to inform the public concerning the expenditures of the bond revenues as an accountability measure for the voters and taxpayers of the District. The President of the Committee will be presenting the annual report to the Board.

Ms. Jackie Lamb, the oversight committee chair reported the following:

- The committee has met 4 times
- They have toured the LHS
- The Architect has also presented overall plans to the committee

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- The committee has become familiar with the state agencies process that are required during school construction projects
- The committee has been presented with audit results
- The committee has been updated on financial reports
- The committee members were pleased to know the land purchase of Twelve Bridges has been completed.
- The committee is eager to continue working with staff and to monitor the districts' progress on the project.

This was information only item, to update the board. No action was taken.

- 10.3 Action** *Page 148 – 2016-2019 LCAP–Callahan (15-16 G & O Component I, II, III, IV, V)*
- The District has prepared the 2016-2019 Local Control Accountability Plan (LCAP), including the annual update, for board review and adoption. Adoption of the LCAP (including the annual update) shall be at the same meeting but prior to the adoption of the annual budget.

Kerry Callahan presented the LCAP for approval. Motion by Mrs. Wyatt, seconded by Mr. Haley, and passed by a 4-0 (**Ayes:** Armitage, Carras, Haley, Wyatt **No:** None) vote to approve the 2016-19 LCAP.

- 10.4 Action** *Page 284 – LEA PLAN, GOAL 2 – ANNUAL UPDATE – Callahan (15-16 G & O Component I, II, III, IV, V)*
- The Elementary and Secondary Education Act (ESEA), title III, Limited English Proficient (LEP) and Immigrant student program statutes require participating local educational agencies (LEAs) to update Goal 2 of their LEA Plan annually, including the budget (ESEA, Title III, Part A, Section 3114).

Kerry Callahan presented the LEA Plan for approval. Motion by Mr. Carras, seconded by Mr. Haley, and passed by a 4-0 (**Ayes:** Armitage, Carras, Haley, Wyatt **No:** None) vote to approve the LEA Plan as presented.

- 10.5 Discussion** *Page 294 – ANNUAL EVALUATION OF PARENT INVOLVEMENT POLICY & ADMINISTRATIVE REGULATIONS – Callahan (15-16 G & O Component I, II, III, IV, V)*
- As part of the annual release of the Con App and Title I requirements, the board is required to annually evaluate the Parent Involvement Policy and Administrative Regulation to ensure that they are supporting parental involvement and are compliant with Title I regulations.

Kerry Callahan presented the Parent Involvement Policy for review. There were no changes to the policy. This policy will come back for approval.

- 10.6 Action** *Page 308 - APPROVE RESOLUTION NO. 15/16.26 AND CALLING FOR A LOCAL GENERAL OBLIGATION BOND MEASURE FOR NOVEMBER 7, 2016 ELECTION – Kilpatrick (15-16 G & O Component I, II, III, IV, V)*
- Staff has presented the Board with an updated Facilities Master Plan which shows the need for significant upgrades, repairs, and enhancements to Glen Edwards

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Middle school as well as the need for the construction of a new elementary school in the southern portion of the District to alleviate overcrowding.

Audrey Kilpatrick presented Resolution No. 15/16.26 for approval. Cathy Dominco was present to speak about the bond for November 7, 2016. She discussed general obligation bond measure, and reviewed the following Financial Summary:

- Bond Authorization Amount \$60,000,000
- Planned Bond Issuance Schedule:
 - Series A Spring 2017 \$30,000,000
 - Series B Spring 2019 \$30,000,000
- Bond Structure:
 - Current Interest Bonds (CIBs) only
 - **NO CAPITAL APPRECIATION BONDS (CABs)**
 - 30 year maximum term for each series of bonds
 - Estimated "debt repayment ratio" (the ratio of total repayment to the principal amount of the bonds) of 1.85 to 1
- Estimated Average Tax Rates:
 - \$29/\$100,000 of assessed value
- 75-Word Ballot Statement:
Local Middle School Upgrade/New Elementary School Construction Measure. To construct a new elementary school to prevent overcrowding and to upgrade/ enhance/ expand Glen Edwards Middle School by repairing classrooms, leaky roofs, ensuring safe drinking water, improving student safety, and updating and constructing science, math, computer labs, and a new gymnasium, shall Western Placer School District issue \$60,000,000 in bonds, at legal rates, require independent audits, citizens' oversight, no money for administrators' salaries, with all funds used locally?

Motion by Mr. Haley, seconded by Mrs. Wyatt, and passed by a 4-0 (**Ayes:** *Wyatt, Carras, Haley, Armitage* **No:** *None*) roll call vote to approve Resolution No. 15/16.26 and calling for a local General Obligation Bond Measure for November 7, 2016 Election.

10.7 Action

Page 319 - APPROVE RESOLUTION NO. 15/16.25 THE EDUCATION PROTECTION ACCOUNT AND SPENDING PLAN FOR 2016-17 – Kilpatrick (15-16 G & O Component I, II, III, IV, V)

• Proposition 30, The School and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012 temporary increases that states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. The new revenues generated from Proposition 30 are deposited into a newly created state account called the Education Protection Account (EPA).

Audrey Kilpatrick presented Resolution No. 15/16.25 for approval. Motion by Mrs. Wyatt, seconded by Mr. Haley, and passed by a 4-0 (**Ayes:** *Carras, Haley, Wyatt, Armitage* **No:** *None*) roll call vote to approve Resolution No. 15/16.25 for the Education Protection Account and Spending Plan for 2016-17.

10.8 Action

Page 323 – 2016-17 WESTERN PLACER UNIFIED SCHOOL DISTRICT BUDGET ADOPTION – Kilpatrick (15-16 G & O Component I, II, III, IV, V)

• By June 30th of each year, the school district must adopt a budget for all funds for the ensuing fiscal year.

Audrey Kilpatrick presented a power point on the Budget. She reviewed the following:

- WPUUSD 2016-17 Budget Assumptions
- WPUUSD 2016-17 General Fund Budget
- 2015-16 Interim vs 2015-16 Estimated Actuals
- Enrollment and ADA Projections
- Local Control Funding Formula (LCFF)
- 2016-17 Budget Staffing Restorations and Enhancements – Unrestricted General Fund
- Categorical Revenues and Contributions (Encroachment)
- Multi-Year Projections
- Details of Components of Ending Fund Balance
- 2016-17 Adopted Budget – Other Funds
- The Future
- Questions or Comments

The governor has signed the budget for 2016-17. Motion by Mr. Haley, seconded by Mr. Carras, and passed 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the adoption of the 2016-17 district budget.

10.9 Action **Page 530 – APPROVAL OF AMENDED SCHEDULE OF FACILITY USE FEES – Kilpatrick** *(15-16 G & O Component I, II, III, IV, V)*

•An amended copy of the Schedule of Facility Use Fees contained within Administrative Regulation 1330, “Use of School Facilities” is attached for the Board’s approval. The Schedule of Fees has been updated to reflect the greater of the last two years’ actuals and the current year projected actuals.

Audrey Kilpatrick presented the new facility use fee schedule. Motion by Mr. Carras, Mrs. Wyatt and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the new facility use fees schedule.

10.10 Discussion/Action **Page 533 – CONSIDER APPROVING JOB DESCRIPTION FOR COLLEGE & CAREER SPECIALIST – Simon** *(15-16 G & O Component I, II, III, IV, V)*

•As a part of the ongoing review of job descriptions and the needs of the district there exists a need to approve a job description for a College & Career Specialist in order to establish job requirements.

Gabe Simon presented a new job description for approval. Motion by Mr. Haley, seconded by Mrs. Wyatt and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt* **No:** *None*) vote to approve the new job description for College and Career Specialist.

10.11 Discussion/Action **Page 537 – CONTRACT EXTENSION FOR DIRECTOR OF TECHNOLOGY – Simon** *(15-16 G & O Component I, II, III, IV, V)*

•The Western Placer Unified School District’s Director of Technology is Tsugufumi Furuyama. His current contract expires on June 30, 2017.

Gabe Simon presented a contract extension for the Director of Technology. Motion by Mrs. Wyatt, seconded by Mr. Haley and passed by a 4-0 (**Ayes:**

Armitage, Carras, Haley, Wyatt No: None) vote to approve the one year contract extension for Director of Technology.

- 10.12 Discussion/ Page 538 – PLACER COUNTY SCHOOL BOARD ASSOCIATION**
Information ELECTIONS – COMMITTEE NOMINATIONS – Leaman (15-16 G & O Component I, II, III, IV, V)
●Placer County School Board Association Elections Committee Nominations

Paul Carras will continue serving on the Placer County School Board Association, no new names were submitted.

- 10.13 Action Page 540 - ADOPTION OF REVISED/NEW POLICIES/EXHIBITS/REGULATIONS – Leaman (15-16 G & O Component I, II, III, IV, V)**
●The District Policy Committee and Management Team have reviewed the following new and revised policies/regulations/exhibits as per CSBA. They are now being presented for adoption by the Board of Trustees.

- AR 4112.23 Special Education Staff
- AR 5112.2 Exclusions From Attendance
- AR 6142.1 Sexual Health and HIV/AIDS Prevention Instruction
- AR 6173.1 Education For Foster Youth
- BP 6179 Supplemental Instruction
- BP 6190 Evaluation of the Instructional Program
- BB 9270 Conflict of Interest

Motion by Mr. Carras, seconded by Mrs. Wyatt, and passed by a 4-0 (**Ayes:** *Armitage, Carras, Haley, Wyatt No: None*) vote to approve policies as presented.

11. BOARD OF TRUSTEES

11.1 FUTURE AGENDA ITEMS

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

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

11.2 BOARD MEMBER REPORTS/COMMENTS

Mrs. Wyatt apologized for being so tired, just returning from New York, have a great summer.

Mr. Haley have a great summer

Mr. Carras no report

Mr. Armitage returned from Florida, enjoyed the trip.

12. ESTABLISHMENT OF NEXT MEETING(S)

The President will establish the following meeting(s):

➤**August 2, 2016 7:00 P.M.**, Regular Meeting of the Board of Trustees - District Office/City Hall Bldg., 3rd Floor Conference Room

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

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:25 p.m.

Damian Armitage, President

Paul Long, Clerk

Scott Leaman, Superintendent

Rosemary Knutson, Secretary to the Superintendent

Adopted:

Ayes:

Noes:

Absent:

<p>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</p>

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of Warrants

AGENDA ITEM AREA:

Consent Agenda

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent of
Business and Operations

ENCLOSURES:

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

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

N/A

BACKGROUND:

The Board of Trustees will consider approval of warrants paid since the June 7, 2016 board meeting.

RECOMMENDATION:

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

Checks Dated 07/22/2016 through 07/25/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85504727	07/22/2016	CITY OF LINCOLN	01-5540	5,635.47	
			01-5550	10,191.20	
			01-5570	34,846.94	50,673.61
85504728	07/22/2016	CITY OF LINCOLN / PG&E REIMB	01-5510		2,607.69
85504729	07/22/2016	PACIFIC GAS & ELECTRIC CO	01-5510		77,668.68
85504730	07/22/2016	SPURR	01-5530		2,211.54
85504731	07/22/2016	Carrie L. Carlson	01-5200		30.00
85504732	07/22/2016	ALAN S BROOKS	21-9500	2,100.00	
			25-9500	150.00	2,250.00
85504733	07/22/2016	ATTAINMENT COMPANY INC	01-4390		107.13
85504734	07/22/2016	BORDERLAN SECURITY	01-5800		29,800.00
85504735	07/22/2016	BRCO CONSTRUCTION, INC.	21-6270	137,286.20	
			25-6270	28,120.06	165,406.26
85504736	07/22/2016	BROWER MECHANICAL INC	01-9500		1,867.00
85504737	07/22/2016	BUREAU OF EDUCATION & RESEARCH	01-9500		134.00
85504738	07/22/2016	CA STATE UNIVERSITY NORTHRIDGE CENTER FOR DIABILITIES	01-5200		1,795.00
85504739	07/22/2016	CLIMATE CONTROL INC	21-6200		7,468.00
85504740	07/22/2016	CSU CHICO RESEARCH FOUNDATION	01-5200		800.00
85504741	07/22/2016	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		183.83
85504742	07/22/2016	DIVERSE NETWORK ASSOCIATES	01-5800		9,672.00
85504743	07/22/2016	GOLD COUNTRY MEDIA PUBLICATIONS	01-5800		1,207.40
85504744	07/22/2016	IMPACT CONSTRUCTION SRVS INC	25-9500		44,681.03
85504745	07/22/2016	LINMOORE FENCING & IRONWORKS	01-6170		6,500.00
85504746	07/22/2016	LOOMIS UNION SCHOOL DISTRICT	01-4300		3,849.30
85504747	07/22/2016	LOZANO SMITH, LLP	01-5810		12,089.55
85504748	07/22/2016	PEAK CONFERENCE GROUP LLC	01-5200		700.00
85504749	07/22/2016	PJ'S MAIL & PARCEL SERVICE	01-4300	35.05	
			25-5800	20.00	55.05
85504750	07/22/2016	PLACER COUNTY SELPA	01-9500		100.00
85504751	07/22/2016	PRECISION WEST TECHNOLOGIES	01-9500		2,988.80
85504752	07/22/2016	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		713.57
85504753	07/22/2016	SCHOOL STEPS, INC.	01-9500		2,100.00
85504754	07/22/2016	SIERRA OFFICE SUPPLIES &	01-9500		794.09
85504755	07/22/2016	STATE OF CALIFORNIA - DOJ	01-5821		544.00
85504756	07/22/2016	SUTTER MEDICAL FOUNDATION	01-9500		108.00
85504757	07/22/2016	WILCO SUPPLY	01-4300		166.70
85504758	07/22/2016	STATE BOARD OF EQUALIZATION	01-9511	9,312.88	
			13-8634	288.97	
			13-9511	277.29	9,879.14
85504759	07/22/2016	BANK OF AMERICA #5124 BUSINESS CARD	01-5200	758.40	
			01-5600	369.33	1,127.73
85504760	07/22/2016	DISCOVERY OFFICE SYSTEMS	01-5600		210.53

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

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Checks Dated 07/22/2016 through 07/25/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85504761	07/22/2016	MJB WELDING SUPPLY, INC.	01-9500		364.00
85504762	07/22/2016	OSWALD COMMUNICATIONS, INC.	01-4300		144.98
85504763	07/22/2016	PLACER COUNTY WATER AGENCY	01-9500		133.07
Total Number of Checks				37	<u>441,131.68</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	33	220,740.13
13	Cafeteria Fund	1	566.26
21	Building Fund #1	3	146,854.20
25	Capital Facilities Fund	4	72,971.09
Total Number of Checks		37	441,131.68
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>441,131.68</u>

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

ESCAPE ONLINE

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Checks Dated 07/15/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85503867	07/15/2016	AT&T	01-5560		325.77
85503868	07/15/2016	JIVE COMMUNICATIONS, INC.	01-5560		530.36
85503869	07/15/2016	WAVE BROADBAND - ROCKLIN	01-5560		13,000.00
85503870	07/15/2016	Kerry W. Beltram	01-5200		22.30
85503871	07/15/2016	ADVANCED INTEGRATED PEST	01-5800		1,218.00
85503872	07/15/2016	AIRGAS	01-9500		24.84
85503873	07/15/2016	ANGELINA BROWN - DBA ANGEION CONSULTING	01-9500		2,500.00
85503874	07/15/2016	CHEVRON	01-9500		282.86
85503875	07/15/2016	DAWSON OIL COMPANY	01-9500		14,993.87
85503876	07/15/2016	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		1,461.10
85503877	07/15/2016	DPREP INC	01-9500		11,000.00
85503878	07/15/2016	FAR WEST RENTS & READY MIX	01-5600	300.00	
			01-9500	597.75	897.75
85503879	07/15/2016	FASTENAL COMPANY	01-9500		119.73
85503880	07/15/2016	GRAINGER .	01-9500		33.15
85503881	07/15/2016	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-9500		53.74
85503882	07/15/2016	HOLT OF CALIFORNIA	01-9500		7,279.76
85503883	07/15/2016	ISAFE INC	01-5800		3,150.00
85503884	07/15/2016	JABBERGYM INC.	01-9500		2,327.50
85503885	07/15/2016	JCI JOHNSON CONTROLS INC.	01-9500		3,165.88
85503886	07/15/2016	KRISTINE N CORN DBA SIERRA PEDIATRIC THERAPY CLINIC	01-9500		1,311.00
85503887	07/15/2016	LINCOLN NEWS MESSENGER	01-4300		69.00
85503888	07/15/2016	MISSION UNIFORM SERVICE INC	01-4300	47.83	
			01-5800	1,968.75	2,016.58
85503889	07/15/2016	MJB WELDING SUPPLY, INC.	01-9500		347.39
85503890	07/15/2016	MOE WORKS LLC	01-9500		134.38
85503891	07/15/2016	NAVIANCE INC	01-5800		47,491.10
85503892	07/15/2016	NORRIS ELECTRIC, INC.	01-9500		972.00
85503893	07/15/2016	ODELL'S PUMP & MOTOR SERVICE	01-9500		383.45
85503894	07/15/2016	PLACER COUNTY SELPA	01-7142		132.56
85503895	07/15/2016	PLACER LEARNING CENTER	01-9500		38,509.35
85503896	07/15/2016	PPG PAINTS	01-9500		7,752.27
85503897	07/15/2016	QUEST MEDIA & SUPPLIES INC	01-5800		3,500.00
85503898	07/15/2016	RAY MORGAN CO. / CHICO	01-5600		23.30
85503899	07/15/2016	RIEBES AUTO PARTS	01-9500		978.75
85503900	07/15/2016	ROCKLIN UNIFIED SCHOOL DIST.	01-7141		42,537.00
85503901	07/15/2016	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-9500		70.53
85503902	07/15/2016	SAN JOAQUIN CO OFFICE OF EDUC	01-5800		1,177.50
85503903	07/15/2016	SCHOLOGY INC	01-5800		5,040.00
85503904	07/15/2016	SIERRA FOOTHILLS ACADEMY	01-9500		22,729.58
85503905	07/15/2016	SIG SCHOOLS INSURANCE GROUP	01-5460		2,000.00
85503906	07/15/2016	STATE INDUSTRIAL PRODUCTS INC	01-4300	.01	

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

ESCAPE **ONLINE**
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Checks Dated 07/15/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85503906	07/15/2016	STATE INDUSTRIAL PRODUCTS INC	01-9500	648.90	648.91
85503907	07/15/2016	The Omni Group	01-5800		6,438.00
85503908	07/15/2016	TLA ENGINEERING & PLANNING	49-9500		3,627.19
85503909	07/15/2016	AIRGAS	01-9500		75.65
85503910	07/15/2016	CURRICULUM ASSOCIATES INC.	01-9500		6,640.92
85503911	07/15/2016	DISCOVERY OFFICE SYSTEMS	01-9500		46.18
85503912	07/15/2016	PROJECT LEAD THE WAY INC	01-5800		5,000.00
85503913	07/15/2016	RAY MORGAN CO. / CHICO	01-9500		10.69
85503914	07/15/2016	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-4300	949.32	
			01-5600	1,030.13	1,979.45
85503915	07/15/2016	SIERRA HAY & FEED	01-9500		149.76
85503916	07/15/2016	STAPLES BUSINESS ADVANTAGE	01-4300		463.63
85503917	07/15/2016	U.S. BANK NATIONAL ASSOCIATION U.S. BANCORP PURCHASING CARD	01-4300	4,186.35	
			01-5200	1,116.42	
			01-5800	60.00-	
			25-4300	38.47	5,281.24
Total Number of Checks				51	<u>269,923.97</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	50	266,258.31
25	Capital Facilities Fund	1	38.47
49	Mello Roos Capital Projects	1	3,627.19
Total Number of Checks		51	269,923.97
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>269,923.97</u>

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Checks Dated 07/08/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85502768	07/08/2016	Jeffrey T. Dardis	13-5200		612.77
85502769	07/08/2016	Cheryl A. Dyok	01-4300		30.86
85502770	07/08/2016	CALTRONICS BUSINESS SYSTEMS	01-9500		100.75
85502771	07/08/2016	ENTERPRISE RENT A CAR	01-9500		250.68
85502772	07/08/2016	STAPLES BUSINESS ADVANTAGE	01-4300		189.76
85502773	07/08/2016	THE LIBRARY STORE INC.	01-4300		29.56
85502774	07/08/2016	MISSION UNIFORM SERVICE INC	13-9500		180.71
85502775	07/08/2016	Madeleine Belfroid-Duimstra	01-5200		148.50
85502776	07/08/2016	Adriana S. Crawford	01-5200		33.59
85502777	07/08/2016	Kathleen F. Dano	01-5200		207.90
85502778	07/08/2016	Therese M. Dorow	01-4300		41.46
85502779	07/08/2016	Valerie L. Smith	01-9550		1,946.44
85502780	07/08/2016	Susan E. Watkins	01-4300		51.49
85502781	07/08/2016	A-Z BUS SALES INC	01-9500		943.63
85502782	07/08/2016	ADD SOME CLASS	01-4300	357.96	
			01-9500	9,903.19	10,261.15
85502783	07/08/2016	ANNIE SMITH - DBA BIDWELL WATER	01-9500		75.00
85502784	07/08/2016	ATKINSON ANDELSON LOYA RUUD & ROMO	01-5810		6,174.00
85502785	07/08/2016	CalPERS	01-5800		500.00
85502786	07/08/2016	CITRUS HEIGHTS SAW & MOWER	01-9500		76.00
85502787	07/08/2016	DECKER EQUIPMENT	01-9500	77.29	
			Unpaid Sales Tax	4.49-	72.80
85502788	07/08/2016	DISCOVERY OFFICE SYSTEMS	01-5600		207.19
85502789	07/08/2016	DSA - DIVISION OF THE STATE ARCHITECT	25-9500		11,027.00
85502790	07/08/2016	ECONOMIC & PLANNING SYS. INC.	49-9500		2,200.00
85502791	07/08/2016	FOLLETT SCHOOL SOLUTIONS, INC.	01-9500		99.00
85502792	07/08/2016	FRESNO COUNTY OFFICE OF ED	01-5800		14,473.49
85502793	07/08/2016	GOLD COUNTRY MEDIA PUBLICATIONS	01-9500	336.80	
			25-9500	179.40	516.20
85502794	07/08/2016	GRAINGER .	01-9500		51.90
85502795	07/08/2016	KING'S ROOFING	01-9500		236,100.65
85502796	07/08/2016	KRONICK MOSKOVITZ TIEDEMANN	01-5810		2,705.62
85502797	07/08/2016	LOZANO SMITH, LLP	01-5810	1,693.00	
			25-5810	1,574.50	3,267.50
85502798	07/08/2016	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		1,375.50
85502799	07/08/2016	MEDICAB OF SACRAMENTO/SIERRA	01-9500		3,383.50
85502800	07/08/2016	MYSTERY SCIENCE INC.	01-4100		2,994.00
85502801	07/08/2016	NAVIA BENEFIT SOLUTIONS	01-5800		154.00
85502802	07/08/2016	PCOE - PLACER CO OFFICE OF ED	01-9500		371.65
85502803	07/08/2016	PITNEY BOWES CREDIT CORP ACCOUNT #16271873867	01-5600		1,996.00
85502804	07/08/2016	ROCKLIN UNIFIED SCHOOL DIST.	01-9500		14,700.00
85502805	07/08/2016	RONALD L. CARRIGAN - DBA QUALITY WINDOW COVERINGS	01-9500		375.18
85502806	07/08/2016	SASS/Mestmaker Insurance	01-3901		409.80

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Checks Dated 07/08/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85502807	07/08/2016	STATE OF CALIFORNIA - DOJ	01-5821		352.00
85502808	07/08/2016	PACIFIC GAS & ELECTRIC CO	01-5510		1,508.25
85502809	07/08/2016	WAVE BROADBAND - ROCKLIN	01-5560		92.48
			Total Number of Checks	42	<u>320,287.96</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	38	304,518.07
13	Cafeteria Fund	2	793.48
25	Capital Facilities Fund	3	12,780.90
49	Mello Roos Capital Projects	1	2,200.00
Total Number of Checks		42	320,292.45
Less Unpaid Sales Tax Liability			4.49-
Net (Check Amount)			<u>320,287.96</u>

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Checks Dated 06/29/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85501831	06/29/2016	Amber N. Hichborn	01-5200		171.13
85501832	06/29/2016	Katelynn A. Myers	01-5200		51.30
85501833	06/29/2016	Bonnie L. Pellow	01-5200		56.70
85501834	06/29/2016	BRCO CONSTRUCTION, INC.	21-6270	137,286.20	
			25-6270	28,120.06	165,406.26
85501835	06/29/2016	DANIEL W. GRIFFEN DBA DANG ELECTRIC	01-5600		601.24
85501836	06/29/2016	GEARY PACIFIC SUPPLY	01-4300		56.44
85501837	06/29/2016	LOZANO SMITH, LLP	01-5810		3,547.40
85501838	06/29/2016	LPA INC.	01-5800	1,178.19	
			21-6210	28,715.90	
			25-6210	1,670.16	32,564.25
85501839	06/29/2016	MEDICAL BILLING TECHNOLOGIES	01-5800		1,771.10
85501840	06/29/2016	PCOE - PLACER CO OFFICE OF ED	01-7142		612.31
85501841	06/29/2016	RAINFORTH GRAU ARCHITECTS	21-6210		18.75
85501842	06/29/2016	SIG EMPLOYEE BENEFITS TRUST	76-9554		642,959.40
85501843	06/29/2016	THE SACRAMENTO BEE ADVERTISING DEPT.	01-5800		221.55
85501844	06/29/2016	Shannon L. Burns	01-4300		54.66
85501845	06/29/2016	Norma P. Lazaro	01-5200		151.56
85501846	06/29/2016	Scott E. Pickett	01-4300		122.20
85501847	06/29/2016	LOWE'S	01-4300		428.14
85501848	06/29/2016	Abigail C. Castillo	01-5200		114.48
85501849	06/29/2016	Linda S. Lucas	01-4300		43.68
85501850	06/29/2016	D & P CREAMERY	13-4710		111.01
85501851	06/29/2016	WPUSD PETTY CASH FUND	01-5715	42.00	
			01-5800	191.90	
			13-4300	234.60	468.50
Total Number of Checks			21		<u>849,532.06</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	17	9,415.98
13	Cafeteria Fund	2	345.61
21	Building Fund #1	3	167,020.85
25	Capital Facilities Fund	2	29,790.22
76	Payroll Fund	1	642,959.40
Total Number of Checks		21	849,532.06
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>849,532.06</u>

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Checks Dated 06/24/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85501303	06/24/2016	CITY OF LINCOLN / PG&E REIMB	01-5510		2,385.43
85501304	06/24/2016	PACIFIC GAS & ELECTRIC CO	01-5510		34,505.89
85501305	06/24/2016	VERIZON WIRELESS	01-5560	855.43	
			13-5560	31.45	
			21-5560	27.71	914.59
85501306	06/24/2016	ACADEMIC PLANNERS PLUS	01-4300		958.02
85501307	06/24/2016	ADD SOME CLASS	01-4300	2,391.54	
			01-4400	2,536.30	4,927.84
85501308	06/24/2016	ATHLETICS UNLIMITED	01-4300		373.89
85501309	06/24/2016	BALFOUR	01-4300		944.87
85501310	06/24/2016	BANK OF AMERICA #5124 BUSINESS CARD	01-4200	854.33	
			01-5200	778.00	1,632.33
85501311	06/24/2016	COOKS PORTABLE TOILETS	01-5800		465.00
85501312	06/24/2016	DISCOVERY OFFICE SYSTEMS	01-4300	228.27	
			01-5600	116.09	
			01-5800	37.66	382.02
85501313	06/24/2016	EdTECH TEAM INC.	01-4300		339.27
85501314	06/24/2016	FOLLETT LIBRARY RESOURCES	01-4200		83.89
85501315	06/24/2016	IRA SACHNOFF - DBA PEER RESOURCE TRAINING	01-5200		250.00
85501316	06/24/2016	LOOMIS UNION SCHOOL DISTRICT	01-4300		145.00
85501317	06/24/2016	PRECISION WEST TECHNOLOGIES	01-4300	487.65	
			01-4400	7,786.49	
			01-5600	1,548.00	
			01-5800	290.25	10,112.39
85501318	06/24/2016	VIKING SHRED LLC	01-5800		116.88
85501319	06/24/2016	D & P CREAMERY	13-4710		161.36
85501320	06/24/2016	MINDWARE BRAINY TOYS	01-4300	268.21	
			Unpaid Sales Tax	18.71-	249.50
85501321	06/24/2016	SCHOOL SPECIALTY INC	01-4300		586.90
85501322	06/24/2016	TRINITY FRESH	13-4710		198.03
85501323	06/24/2016	Ramey Dern	01-5200		14.04
85501324	06/24/2016	Kathleen M. Leehane	01-4300		154.98
85501325	06/24/2016	ADD SOME CLASS	01-4300		5,939.69
85501326	06/24/2016	APPLIED LANDSCAPE MATERIALS	01-4300		24,702.50
85501327	06/24/2016	ASCD	01-5300		79.00
85501328	06/24/2016	AVID CENTER	01-5200		11,600.00
85501329	06/24/2016	BANK OF AMERICA #1801	01-4300		7.00
85501330	06/24/2016	BUS WEST - FRESNO	01-4365		1,570.97
85501331	06/24/2016	CalPERS	01-5800		248.79
85501332	06/24/2016	DISCOUNT PLASTIC BAGS	01-4300		383.57
85501333	06/24/2016	FAR WEST RENTS & READY MIX	01-5600		172.98
85501334	06/24/2016	FOLLETT SCHOOL SOLUTIONS, INC.	01-5200		250.00
85501335	06/24/2016	GCR TIRES & SERVICE	01-4360		102.97
85501336	06/24/2016	GRAINGER	01-4300		673.89

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ESCAPE ☐ ☒ **APPROVED**
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Checks Dated 06/24/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85501337	06/24/2016	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		2,323.59
85501338	06/24/2016	JABBERGYM INC.	01-5800		6,887.50
85501339	06/24/2016	KINKO'S INC. FEDEX ACCOUNT# 0579238461 0001	01-4300		87.51
85501340	06/24/2016	KRISTINE N CORN DBA SIERRA PEDIATRIC THERAPY CLINIC	01-5800		983.25
85501341	06/24/2016	LOGICLOFT, LLC	01-5800		9,600.00
85501342	06/24/2016	LOZANO SMITH, LLP	01-5810		765.44
85501343	06/24/2016	MAXIM HEALTHCARE SERVICES DBA MAXIM STAFFING SOLUTIONS	01-5800		12,153.26
85501344	06/24/2016	MEDICAB OF SACRAMENTO/SIERRA	01-5800		4,856.50
85501345	06/24/2016	MEDICAL BILLING TECHNOLOGIES	01-5800		2,504.85
85501346	06/24/2016	MICHAEL K. MARSHALL - DBA MARSHALL MEMO, LLC	01-4300		300.00
85501347	06/24/2016	ODYSSEY LEARNING CENTER, INC.	01-5800		9,312.21
85501348	06/24/2016	ODYSSEYWARE / GLYNLYON, INC.	01-5800		9,000.00
85501349	06/24/2016	PCOE - PLACER CO OFFICE OF ED	01-5200	450.00	
			01-5800	10,500.00	10,950.00
85501350	06/24/2016	PLACER COUNTY SELPA	01-5200		990.00
85501351	06/24/2016	PLACER LEARNING CENTER	01-5800		54,918.05
85501352	06/24/2016	QUEST MEDIA & SUPPLIES INC	01-5800		3,937.50
85501353	06/24/2016	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		127.93
85501354	06/24/2016	REGENTS OF UC DAVIS OFFICE	01-5800		11,593.57
85501355	06/24/2016	SAC VAL JANITORIAL SALES	01-4300		1,469.82
85501356	06/24/2016	SCHOOL STEPS, INC.	01-5800		6,660.00
85501357	06/24/2016	SIERRA FOOTHILLS ACADEMY	01-5800		34,766.22
85501358	06/24/2016	THE COLLEGE BOARD	01-5800		23,914.00
85501359	06/24/2016	TLA ENGINEERING & PLANNING	49-5800		2,042.50
85501360	06/24/2016	TOTAL EDUCATION SOLUTIONS	01-5800		1,211.25
85501361	06/24/2016	YOUTH DEVELOPMENT NETWORK	01-5800		25,000.00
Total Number of Checks				59	341,988.43

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	56	339,546.09
13	Cafeteria Fund	3	390.84
21	Building Fund #1	1	27.71
49	Mello Roos Capital Projects	1	2,042.50
Total Number of Checks		59	342,007.14
Less Unpaid Sales Tax Liability			18.71-
Net (Check Amount)			341,988.43

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Checks Dated 06/22/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85500697	06/22/2016	Sandra B. Hackbarth	01-4300		121.81
85500698	06/22/2016	Jennifer L. Stacey	01-4300		104.55
85500699	06/22/2016	Charles E. Whitecotton	01-4300		77.53
Total Number of Checks				3	<u>303.89</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	3	303.89
Total Number of Checks		3	303.89
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>303.89</u>

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Checks Dated 06/17/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85500144	06/17/2016	AT&T	01-5560		28.52
85500145	06/17/2016	CITY OF LINCOLN	01-5540	5,585.72	
			01-5550	8,031.57	
			01-5570	24,659.20	38,276.49
85500146	06/17/2016	PACIFIC GAS & ELECTRIC CO	01-5510		94,467.14
85500147	06/17/2016	RECOLOGY FMRLY AUBURN PLACER DISPOSAL	01-5540		334.13
85500148	06/17/2016	SPURR	01-5530		5,500.68
85500149	06/17/2016	ADD SOME CLASS	01-4300	2,956.11	
			01-5800	205.70	3,161.81
85500150	06/17/2016	AIRGAS	01-4300		77.95
85500151	06/17/2016	CDW GOVERNMENT INC	01-4300		1,986.15
85500152	06/17/2016	CELEBRATIONS PARTY RENTALS	01-5600		1,684.56
85500153	06/17/2016	DIRECT PRESS 2	01-4300		979.60
85500154	06/17/2016	FOLLETT SCHOOL SOLUTIONS, INC.	01-4300		211.51
85500155	06/17/2016	GOPHER SPORT	01-4300		87.98
85500156	06/17/2016	HUTU ANAPE CULTURAL FOUNDATION	01-5800		2,500.00
85500157	06/17/2016	JOSTENS	01-4300		9,624.58
85500158	06/17/2016	LOWE'S	01-4300	2,694.87	
			01-4400	1,285.79	3,980.66
85500159	06/17/2016	MARK J FOWLER	01-5800		1,000.00
85500160	06/17/2016	NATIONAL RECOGNITION PRODUCTS	01-4300		2,818.06
85500161	06/17/2016	NORTH STATE SCREENPRINT & ATHLETIC	01-4300		889.08
85500162	06/17/2016	NRP - PREMIER GRAD PRODUCTS	01-4300		427.85
85500163	06/17/2016	OFFICE DEPOT	01-4300		599.79
85500164	06/17/2016	RAY MORGAN CO. / CHICO	01-5600		119.32
85500165	06/17/2016	SACRAMENTO THEATRICAL LIGHTING	01-5800		4,000.00
85500166	06/17/2016	SCANTRON CORPORATION	01-4300		155.84
85500167	06/17/2016	SIERRA HAY & FEED	01-4300		343.52
85500168	06/17/2016	SIERRA SAFETY COMPANY INC	01-4300		32.25
85500169	06/17/2016	SIGNS ON TIME	01-4300		225.76
85500170	06/17/2016	STAPLES BUSINESS ADVANTAGE	01-4300		5,086.67
85500171	06/17/2016	U.S. BANK NATIONAL ASSOCIATION U.S. BANCORP PURCHASING CARD	01-4300	1,358.01	
			01-4400	2,960.74	
			01-5200	635.82	
			01-5800	430.00	
			13-4300	53.71	
			13-4380	149.87	
			13-4710	13.76	5,601.91
85500172	06/17/2016	WAVE BROADBAND	01-4300		12.67
85500173	06/17/2016	GOLDEN STATE EQUIPMENT REPAIR	13-5600		99.68
85500174	06/17/2016	MINDWARE BRAINY TOYS	01-4300	1,585.46	
			Unpaid Sales Tax	110.61-	1,474.85
85500175	06/17/2016	PAPA MURPHY'S DOUGH BOY FRESH INC.	13-4710		2,096.00

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Checks Dated 06/17/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85500176	06/17/2016	MICHAEL MOHAY	13-4710		31.00
85500177	06/17/2016	Ramey Dern	01-4300		15.05
85500178	06/17/2016	Amanda Y. Gee	01-5200		312.12
85500179	06/17/2016	Jennifer T. Sperber	01-4300	70.75	
			01-5200	25.43	96.18
85500180	06/17/2016	Keyonna M. Williams	01-5200		82.08
85500181	06/17/2016	ADVANCED INTEGRATED PEST	01-5800		2,708.00
85500182	06/17/2016	AIRGAS	01-4300		25.68
85500183	06/17/2016	BANK OF NEW YORK MELLON CORPORATE TRUST DEPT.	49-5800		3,995.50
85500184	06/17/2016	CDW GOVERNMENT INC	01-4300		202.05
85500185	06/17/2016	CHEVRON	01-4345		98.96
85500186	06/17/2016	CROWE HORWATH LLP	01-5811	20,700.00	
			21-5811	1,600.00	22,300.00
85500187	06/17/2016	DAWSON OIL COMPANY	01-4345		4,608.01
85500188	06/17/2016	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		1,342.59
85500189	06/17/2016	DTSC DEPARTMENT OF TOXIC	21-5800		210.05
85500190	06/17/2016	ESPECIAL NEEDS, LLC	01-4300	502.79	
			Unpaid Sales Tax	32.10-	470.69
85500191	06/17/2016	ESS ENVIRONMENTAL	01-5800		525.00
85500192	06/17/2016	GRAINGER .	01-4300		611.03
85500193	06/17/2016	HD SUPPLY FACILITIES MAINTENENCE, LTD.	01-4300		320.26
85500194	06/17/2016	HILLYARD / SACRAMENTO	01-4300		5,467.19
85500195	06/17/2016	INTEGRATED FIRE SYSTEMS INC	01-5600		649.18
85500196	06/17/2016	J & J SCREEN & GLASS	01-5600		211.00
85500197	06/17/2016	LOOMIS UNION SCHOOL DISTRICT	01-7141		1,000.00
85500198	06/17/2016	LOWE'S	01-4300	1,267.86	
			21-4300	32.92	1,300.78
85500199	06/17/2016	MISSION UNIFORM SERVICE INC	01-4300	75.26	
			01-5800	1,579.24	1,654.50
85500200	06/17/2016	NAVIA BENEFIT SOLUTIONS	01-5800		154.00
85500201	06/17/2016	NORMAC	01-4300		12.94
85500202	06/17/2016	PCOE - PLACER CO OFFICE OF ED	01-5800		40,916.74
85500203	06/17/2016	PPG PAINTS	01-4300		98.36
85500204	06/17/2016	QUEST MEDIA & SUPPLIES INC	01-5800		3,875.00
85500205	06/17/2016	RAY MORGAN CO. / CHICO	01-5600		42.85
85500206	06/17/2016	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		775.11
85500207	06/17/2016	RIEBES AUTO PARTS	01-4365		2,166.44
85500208	06/17/2016	ROY R. RADTKE - DBA APPROVED SAFE & LOCK	01-4300		101.20
85500209	06/17/2016	SCHOOL INNOVATION & ACHIEVEMENT	01-5800		6,500.00
85500210	06/17/2016	SITEONE LANDSCAPE SUPPLY	01-4300		510.77
85500211	06/17/2016	SOLUTION TREE	01-5800		20,800.00
85500212	06/17/2016	US BANK CORP TRUST SERVICE	49-5800		1,100.00

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

ESCAPE

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Checks Dated 06/17/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85500213	06/17/2016	WEATHERPROOFING TECHNOLOGIES	01-5600		490.00
85500214	06/17/2016	WESTERN PLACER WASTE	01-5540		58.47
85500215	06/17/2016	WILCO SUPPLY	01-4300		428.70
Total Number of Checks				72	<u>314,152.49</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	66	304,912.71
13	Cafeteria Fund	4	2,444.02
21	Building Fund #1	3	1,842.97
49	Mello Roos Capital Projects	2	5,095.50
Total Number of Checks		72	314,295.20
Less Unpaid Sales Tax Liability			142.71-
Net (Check Amount)			<u>314,152.49</u>

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

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Page 3 of 3

Checks Dated 06/10/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85498746	06/10/2016	JIVE COMMUNICATIONS, INC.	01-5560		265.17
85498747	06/10/2016	PACIFIC GAS & ELECTRIC CO	01-5510		1,220.63
85498748	06/10/2016	WAVE BROADBAND - ROCKLIN	01-5560		13,091.37
85498749	06/10/2016	Jeffrey M. Duer	01-4300		133.12
85498750	06/10/2016	Michelle S. Eslinger	01-4300		172.85
85498751	06/10/2016	Brett M. Lewis	01-4300		144.54
85498752	06/10/2016	Tracey N. Lillie	11-5200		196.79
85498753	06/10/2016	Heather A. Pierce	01-4300		90.26
85498754	06/10/2016	Karen A. Roberts	01-4300		98.86
85498755	06/10/2016	Penelope E. Whitworth	01-4300		203.18
85498756	06/10/2016	ACADEMIC PLANNERS PLUS	01-4300		3,076.65
85498757	06/10/2016	B&H PHOTO VIDEO	01-4300		25.66
85498758	06/10/2016	BEST BUY FOR BUSINESS	01-4300		359.74
85498759	06/10/2016	BREAKOUT EDU	01-4300		125.43
85498760	06/10/2016	BURKETT'S OFFICE	01-4300		3,760.35
85498761	06/10/2016	CAROLINA BIOLOGICAL SUPPLY	01-4300		105.03
85498762	06/10/2016	CATA CONFERENCE	01-5200		536.00
85498763	06/10/2016	CELEBRATIONS PARTY RENTALS	01-5600		143.00
85498764	06/10/2016	COAST TO COAST COMPUTER PRODUCTS	01-4300		15.37
85498765	06/10/2016	DISCOVERY OFFICE SYSTEMS	01-4300		427.52
85498766	06/10/2016	FOLLETT LIBRARY RESOURCES	01-4200		170.03
85498767	06/10/2016	FRY'S ELECTRONICS	01-4300		85.99
85498768	06/10/2016	GROTH MUSIC	01-4300	243.78	
			Unpaid Sales Tax	16.04-	227.74
85498769	06/10/2016	KELLIE L. RAFFERTY	01-4300		458.19
85498770	06/10/2016	LAKESHORE LEARNING MATERIALS	01-4300		411.24
85498771	06/10/2016	LITTLE CAESARS PIZZA	01-4300		150.50
85498772	06/10/2016	MCGRAW-HILL	01-4300		100.31
85498773	06/10/2016	MJB WELDING SUPPLY, INC.	01-4300		364.00
85498774	06/10/2016	PLACER FARM SUPPLY	01-4300		915.57
85498775	06/10/2016	PROJECT LEAD THE WAY INC	01-4300		144.98
85498776	06/10/2016	RAY MORGAN CO. / CHICO	01-5600		201.06
85498777	06/10/2016	REALLY GOOD STUFF	01-4300	127.41	
			Unpaid Sales Tax	7.87-	119.54
85498778	06/10/2016	RIEBES AUTO PARTS	01-4300		300.07
85498779	06/10/2016	S & S WORLDWIDE	01-4300		19.31
85498780	06/10/2016	SAFEWAY INC	01-4300		119.70
85498781	06/10/2016	STAPLES BUSINESS ADVANTAGE	01-4300		1,546.24
85498782	06/10/2016	SUTTER CO SUPERINTENDENT	01-5800		12,811.00
85498783	06/10/2016	TOTAL EDUCATIONAL SYS SUPPORT	01-5800		3,800.00
85498784	06/10/2016	WESTERN TOOL SUPPLY	01-4300	557.51	
			01-4400	568.57	1,126.08
85498785	06/10/2016	Abigail C. Castillo	01-4300	50.36	
			01-5200	184.14	234.50
85498786	06/10/2016	D & P CREAMERY	13-4710		9,519.91
85498787	06/10/2016	EARTHGRAINS BAKING CO INC	13-4710		130.22

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

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Checks Dated 06/10/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85498788	06/10/2016	MISSION UNIFORM SERVICE INC	13-5800		733.28
85498789	06/10/2016	NASCO MODESTO	01-4300		2,553.23
85498790	06/10/2016	PIZZA GUYS	13-4710		1,085.48
Total Number of Checks				45	<u>61,519.69</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	40	49,877.92
11	Adult Education Fund	1	196.79
13	Cafeteria Fund	4	11,468.89
Total Number of Checks		45	61,543.60
Less Unpaid Sales Tax Liability			23.91-
Net (Check Amount)			<u>61,519.69</u>

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

ESCAPE

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Checks Dated 06/03/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85497078	06/03/2016	CROWN DISTRIBUTING INC.	13-4380		473.18
85497079	06/03/2016	DANIELSEN COMPANY	13-4380	29.17	
			13-4710	2,204.38	
			Unpaid Sales Tax	2.03-	2,231.52
85497080	06/03/2016	GOLD STAR FOODS, INC	13-4710		8,753.16
85497081	06/03/2016	HEARTLAND PMNT SYS	13-5800		1,700.00
85497082	06/03/2016	PAPA MURPHY'S DOUGH BOY FRESH INC.	13-4710		2,056.00
85497083	06/03/2016	PIZZA GUYS	13-4710		950.51
85497084	06/03/2016	TRINITY FRESH	13-4710		391.41
85497085	06/03/2016	Christy L. Aday	01-4300		38.08
85497086	06/03/2016	Janet W. Bass	01-4300		367.33
85497087	06/03/2016	Stacey Brown	01-5200		118.69
85497088	06/03/2016	ATHLETICS UNLIMITED	01-4300		1,094.41
85497089	06/03/2016	CDW GOVERNMENT INC	01-4300	143.19	
			01-4400	1,035.26	1,178.45
85497090	06/03/2016	CENTER FOR THE COLLABORATIVE CLASSROOM	01-4300		1,905.75
85497091	06/03/2016	CHEVRON	01-4300		245.74
85497092	06/03/2016	CSU EAST BAY CASHIER'S OFFICE SA1200	01-5200		2,700.00
85497093	06/03/2016	DINN BROS., INC.	01-4300	284.41	
			Unpaid Sales Tax	15.61-	268.80
85497094	06/03/2016	DIRECT PRESS 2	01-4300		428.02
85497095	06/03/2016	DISCOVERY OFFICE SYSTEMS	01-4300		195.02
85497096	06/03/2016	FOLLETT LIBRARY RESOURCES	01-4200		243.10
85497097	06/03/2016	LAKESHORE LEARNING MATERIALS	01-4300		122.46
85497098	06/03/2016	LES SCHWAB TIRE CENTERS	01-5800		490.00
85497099	06/03/2016	LINDA LOBUE DBA - RACE TO READ NOW, LLC	01-4300		1,505.00
85497100	06/03/2016	MIKALAI KALMAN	01-5800		3,073.24
85497101	06/03/2016	MJB WELDING SUPPLY, INC.	01-4300		118.96
85497102	06/03/2016	OFFICE DEPOT	01-4300		45.57
85497103	06/03/2016	ORIENTAL TRADING COMPANY INC	01-4300	421.59	
			Unpaid Sales Tax	26.91-	394.68
85497104	06/03/2016	PLANK ROAD PUBLISHING INC	01-4300	147.58	
			Unpaid Sales Tax	10.13-	137.45
85497105	06/03/2016	PURCHASE POWER	01-4300		1,607.92
85497106	06/03/2016	REALLY GOOD STUFF	01-4300	319.40	
			Unpaid Sales Tax	19.94-	299.46
85497107	06/03/2016	ROBERTO HAZEGHAZAM DBA AMERICAN LOGOWEAR	01-4300		354.77
85497108	06/03/2016	SAFEWAY INC	01-4300		159.16
85497109	06/03/2016	SCHOLASTIC MAGAZINE	01-4300		269.12
85497110	06/03/2016	SCHOOL SPECIALTY INC	01-4300		256.94
85497111	06/03/2016	SCOTT MACHINERY	01-6400		5,599.80
85497112	06/03/2016	SUTTER CO SUPERINTENDENT	01-5800		115.00
85497113	06/03/2016	TEACHER CREATED MATERIALS INC	01-4300		275.63

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Checks Dated 06/03/2016					
Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85497114	06/03/2016	TORMACH INC.	01-4300	559.23	
			Unpaid Sales Tax	38.51-	520.72
85497115	06/03/2016	WALKER'S OFFICE SUPPLIES	01-4300		8.03
85497116	06/03/2016	WORLD BOOK INC	01-4300		350.00
85497117	06/03/2016	Devin Campell	01-5800		500.00
85497118	06/03/2016	Clelia Jocoy	01-4300		100.65
85497119	06/03/2016	Jason D. Rogers	01-5200		34.56
85497120	06/03/2016	ALL ELECTRIC MOTORS INC	01-4400		1,677.44
85497121	06/03/2016	ANGELINA BROWN - DBA ANGEION CONSULTING	01-5800		2,500.00
85497122	06/03/2016	ATKINSON ANDELSON LOYA RUUD & ROMO	01-5810		4,794.56
85497123	06/03/2016	B.Z. SERVICE STATION	01-5600		685.00
85497124	06/03/2016	CODESP	01-5800		1,950.00
85497125	06/03/2016	CONCEPTS SCHOOL & OFFICE FURNISHINGS	01-4300		228.44
85497126	06/03/2016	DISCOVERY OFFICE SYS/US BANK EQUIPMENT FINANCE	01-5600		503.27
85497127	06/03/2016	DISCOVERY OFFICE SYSTEMS	01-5600		214.83
85497128	06/03/2016	EATON INTERPRETING SVCS INC	01-5800		210.00
85497129	06/03/2016	GCR TIRES & SERVICE	01-4360		3,693.82
85497130	06/03/2016	GRAINGER .	01-4300		1,582.88
85497131	06/03/2016	J & J SCREEN & GLASS	01-5600		1,214.50
85497132	06/03/2016	L & H AIRCO	01-5600		55.00
85497133	06/03/2016	LOZANO SMITH, LLP	01-5810	1,176.00	
			21-5810	701.75	
			25-5810	79.50	1,957.25
85497134	06/03/2016	MYTANA	01-4300	340.18	
			Unpaid Sales Tax	19.28-	320.90
85497135	06/03/2016	NRP - PREMIER GRAD PRODUCTS	01-4300		496.76
85497136	06/03/2016	PARS - PUBLIC AGENCY RETIREMENT SERVICES	01-7439		205,074.50
85497137	06/03/2016	PCOE - PLACER CO OFFICE OF ED	01-7142		2,211.72
85497138	06/03/2016	RAY MORGAN/US BANK EQUIPMENT FINANCE SERVICES	01-5600		2,033.19
85497139	06/03/2016	RSD - REFRIGERATION SUPPLIES	01-4300		298.77
85497140	06/03/2016	SAC VAL JANITORIAL SALES	01-4300		313.90
85497141	06/03/2016	SIGLER, INC.	01-4300	265.91	
			01-4400	1,472.48	1,758.39
85497142	06/03/2016	SITEONE LANDSCAPE SUPPLY	01-4300		58.03
85497143	06/03/2016	OLON FIRE CONTROL	01-5800		1,316.30
85497144	06/03/2016	SOLUTION TREE	01-4300		970.51
85497145	06/03/2016	TOTAL EDUCATION SOLUTIONS	01-5800		913.75
85497146	06/03/2016	UNIVERSAL SPECIALTIES, INC.	01-4300		107.75
85497147	06/03/2016	US SECURITY SUPPLY INC	01-4300		986.23
85497148	06/03/2016	WILCO SUPPLY	01-4300		141.12
85497149	06/03/2016	ZEP SALES & SERVICE	01-4300		133.19

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

ESCAPE

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Checks Dated 06/03/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
Total Number of Checks				72	280,080.09

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	65	262,873.44
13	Cafeteria Fund	7	16,557.81
21	Building Fund #1	1	701.75
25	Capital Facilities Fund	1	79.50
Total Number of Checks		72	280,212.50
Less Unpaid Sales Tax Liability			132.41-
Net (Check Amount)			280,080.09

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

ESCAPE ONLINE
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Checks Dated 06/01/2016

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
85496365	06/01/2016	STAPLES BUSINESS ADVANTAGE	01-4300	15,925.24	
			11-4300	311.32	16,236.56
Total Number of Checks				1	16,236.56

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	1	15,925.24
11	Adult Education Fund	1	311.32
Total Number of Checks		1	16,236.56
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			16,236.56

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

ESCAPE

ONLINE

Page 1 of 1

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

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

DISTRICT GLOBAL GOALS

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


SUBJECT:

Approval of Construction Change Orders for the
WPUUSD Roofing Improvements at Various
Campuses Project

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Michael Adell 
Director of Facilities

ENCLOSURES:

Yes

DEPARTMENT:

Facilities

FINANCIAL INPUT/SOURCE:

Deferred Maintenance

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

On March 15, 2016, the Board accepted the bid from DK Enterprises, Inc., DBA: King's Roofing, for the WPUUSD Roofing Improvements at Various Campuses project to address ongoing roof leaks and damages to interior finishes in the amount of \$367,244.00. The project has had two (2) change orders: Change Order #1 in the amount of \$7,334.28 to include the installation of parapet cap flashing on the Kindergarten, Administration, and Library buildings at Creekside Oaks Elementary School, and Change Order #2 in the amount of \$1,868.22 to demolish and replace dry rot damage to plywood decking material at Creekside Oaks Elementary School Administration building. The change orders will increase the contract amount to **\$376,447.22**.

Attached are Change Orders #1 and #2 for review.

RECOMMENDATION:

Staff recommends the Board of Trustees approve the Construction Change Orders for the WPUUSD Roofing Improvements at Various Campuses Project.



KING'S ROOFING

STATE LICENSE NO: 576154

CHANGE ORDER #1

Page 1 of 2

To: LPA Inc.
431 I Street, Suite 107
Sacramento, CA 95814

From: King's Roofing
PO Box 1542
Patterson, CA 95363

Project: WPUSD Roofing Improvements at Various Campuses

The following is supplementary to and subject to the same provisions contract for the above referenced project:

Change of Scope:

Instillation of parapet cap flashing on the kinder, admin, and library buildings.

The agreement referred to above is hereby modified as set forth below. Except only those terms specifically waived or amended herein, all of the terms, conditions, provisions and covenants of the ~~sub~~contract shall remain in full force and effect. If any portion of this change order is not acceptable, ~~the~~ contractor must furnish written notification of such non-acceptance at the address designated in the ~~sub~~contract within seven (7) days of this date of issue hereof. In the absence of such written notice of non-acceptance, ~~the~~ contractor's unqualified acceptance of this change order will be deemed conclusive seven (7) days after date of issue hereof.

~~4/24~~
P.S.

The Original Contract Value Was	\$367,244.00
Sum of changes by prior Subcontract Change Orders	<u>\$0.00</u>
The Contract prior to this Subcontract Change Order was	\$367,244.00
This Change Order in the amount of:	<u>\$7,334.28</u>
The new Contract Value including this Change Order will be	\$374,578.28

LPA Inc.


Authorized Signature

MARIO SANDRI

Printed Name

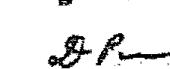
Architect, PC

Title

June 06, 2016

Date

King's Roofing


Authorized Signature

Daryl Paradiso

Printed Name

PM

Title

7/1/2016

Date

520 South Third Street * P.O. Box 1542 * Patterson, CA 95363-1542
(209) 892-3386 * FAX (209) 892-5225



KING'S ROOFING

STATE LICENSE NO: 576154

Page 2 of 2

CHANGE ORDER #1

WPUS#

Authorized Signature

Printed Name

Title

Date

[Signature]
Audrey Kilpatrick
Assist. Super
July 1, 2016

520 South Third Street * P.O. Box 1542 * Patterson, CA 95363-1542
(209) 892-3386 * FAX (209) 892-5225

[Signature]



KING'S ROOFING

STATE LICENSE NO: 576154

CHANGE ORDER #2

Page 1 of 2

To: LPA Inc.
431 I Street, Suite 107
Sacramento, CA 95814

From: King's Roofing
PO Box 1542
Patterson, CA 95363

Project: WPUSD Roofing Improvements at Various Campuses

The following is supplementary to and subject to the same provisions contract for the above referenced project:

Change of Scope:

Demolition and replacement of dry rot at Creekside Oaks Elementary School Admin building.

The agreement referred to above is hereby modified as set forth below. Except only those terms specifically waived or amended herein, all of the terms, conditions, provisions and covenants of the ~~full~~ contract shall remain in full force and effect. If any portion of this change order is not acceptable, ~~full~~ contractor must furnish written notification of such non-acceptance at the address designated in the ~~full~~ contract within seven (7) days of this date of issue hereof. In the absence of such written notice of non-acceptance, ~~full~~ contractor's unqualified acceptance of this change order will be deemed conclusive seven (7) days after date of issue hereof.

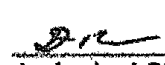
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M.S.

The Original Contract Value Was	\$367,244.00
Sum of changes by prior Subcontract Change Orders	\$7,334.28
The Contract prior to this Subcontract Change Order was	\$374,578.28
This Change Order in the amount of:	\$1,868.94
The new Contract Value including this Change Order will be	\$376,447.22

LPA Inc.

King's Roofing


Authorized Signature


Authorized Signature

MARIO SANDRI

Darryl Paradiso

Printed Name

Printed Name

Architect, PC

PM

Title

Title

June 06, 2016

7/1/2016

Date

Date

520 South Third Street * P.O. Box 1542 * Patterson, CA 95363-1542
(209) 892-3386 * FAX (209) 892-5225



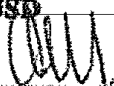
KING'S ROOFING

STATE LICENSE NO: 576154

Page 2 of 2

CHANGE ORDER #2

WPUSD


Authorized Signature

Printed Name

Audrey Kilpatrick

Title

Assist. Super

Date

July 18 2016

520 South Third Street * P.O. Box 1542 * Patterson, CA 95363-1542
(209) 892-3386 * FAX (209) 892-5225



**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:

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:

August 2nd, 2016

ROLL CALL REQUIRED:

No

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



COUNTY OF PLACER

TREASURER'S POOLED INVESTMENT REPORT

For the Month of April 30, 2016

PREFACE

Placer County Treasurer's Pooled Investment Report

April 30, 2016

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.

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 1,368 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$420,068,824.92 in cash and investments maturing in the next 180 days.



Placer County

**General Fund
Portfolio Management
Portfolio Summary
April 30, 2016**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	50,000,000.00	50,309,385.79	46,871,934.08	3.67	1,564	1,038	1.150	1.168
mPower Placer - Long Term	15,797,701.98	15,846,983.95	15,846,983.95	1.17	7,303	7,063	4.018	4.072
Federal Agency Coupons	640,355,000.00	540,501,193.23	540,314,389.14	39.74	1,570	1,251	1.516	1.537
Medium Term Notes	280,000,000.00	283,772,005.79	281,983,220.32	20.74	1,307	791	1.381	1.409
Negotiable Certificates of Deposit	150,000,000.00	150,065,600.00	150,000,000.00	11.03	162	73	0.736	0.746
Collateralized CDs	29,000,000.00	29,000,000.00	29,000,000.00	2.13	367	79	0.376	0.301
Supranational	10,000,000.00	10,030,270.00	9,998,211.11	0.74	956	816	1.192	1.208
Commercial Paper Disc. Amortizing	140,000,000.00	139,908,611.16	139,908,611.12	10.29	65	41	0.469	0.476
Local Agency Bond	1,421,887.81	1,421,887.81	1,421,887.81	0.10	1,826	1,070	1.879	1.905
Local Agency Bonds	82,572,496.61	82,572,496.61	82,572,496.61	6.07	7,583	7,188	3.435	3.483
Rolling Repurchase Agreements - 2	34,853,989.43	34,853,989.43	34,853,989.43	2.56	1	1	0.000	0.000
mPower Placer	20,932,316.53	20,932,316.53	20,932,316.53	1.54	7,691	7,393	4.000	4.056
mPower - Folsom	2,925,985.80	2,925,985.80	2,925,985.80	0.22	7,321	7,063	1.250	1.267
Investments	1,357,859,437.56	1,362,130,726.10	1,359,630,026.90	100.00%	1,674	1,368	1.399	1.418

Cash								
Passbook/Checking (not included in yield calculations)	51,214,835.40	51,214,835.40	51,214,835.40		1	1	0.000	0.000
Total Cash and Investments	1,409,074,273.05	1,413,345,561.59	1,410,844,861.39		1,674	1,368	1.399	1.418

Total Earnings	April 30 Month Ending	Fiscal Year To Date
Current Year	1,523,381.88	13,122,035.78
Average Daily Balance	1,408,212,694.65	1,182,730,878.06
Effective Rate of Return	1.32%	1.33%

Kimberly Hawley
KIMBERLY HAWLEY, CHIEF DEPUTY TREASURER

Reporting period 04/01/2016-04/30/2016
Data Updated: FUNDSNAP: 05/02/2016 11:54
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General Fund
Portfolio Management
Portfolio Details - Investments
April 30, 2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
U.S. Treasury Coupons											
912828U21	12083	U.S. TREASURY NIB		05/06/2013	10,000,000.00	9,968,000.00	9,900,598.39	0.625	0.724	729	04/30/2018
912828U21	12084	U.S. TREASURY NIB		05/07/2013	10,000,000.00	9,968,000.00	9,878,709.11	0.625	0.710	729	04/30/2018
912828K82	15057	U.S. TREASURY NIB		12/03/2015	10,000,000.00	10,039,100.00	9,964,892.88	1.000	1.156	836	08/15/2018
912828T40	15058	U.S. TREASURY NIB		12/03/2015	10,000,000.00	10,001,600.00	9,860,895.21	1.000	1.430	1,217	08/31/2019
912828A42	15059	U.S. TREASURY NIB		12/04/2015	10,000,000.00	10,332,685.79	10,086,838.49	2.000	1.806	1,674	11/30/2020
		Subtotal and Average	49,469,551.66		50,000,000.00	50,309,385.79	49,871,934.08		1.165	1,038	
mPower Placer - Long Term											
2015NR-A	2015NR-A	mPower Placer		08/16/2015	2,485,838.59	2,485,838.59	2,485,838.59	4.000	3.989	7,063	09/02/2035
2015R-B	2015R-B	mPower Placer		08/18/2015	799,222.57	799,222.57	799,222.57	6.000	5.435	7,003	09/02/2035
2015R-C	2015R-C	mPower Placer		03/16/2015	12,551,922.79	12,551,922.79	12,551,922.79	4.000	3.999	7,063	09/02/2035
		Subtotal and Average	15,847,086.49		15,797,761.38	15,846,983.95	15,846,983.95		4.072	7,063	
Federal Agency Coupons											
3133ECB45	12036	FEDERAL FARM CREDIT BANK		12/28/2012	10,000,000.00	10,000,100.00	9,898,694.44	0.900	0.921	604	12/20/2017
3133ECDE1	12043	FEDERAL FARM CREDIT BANK		01/24/2013	10,000,000.00	9,998,300.00	9,996,546.16	0.940	0.961	631	01/22/2010
3133ECJX3	12059	FEDERAL FARM CREDIT BANK		03/26/2013	10,000,000.00	9,996,500.00	9,997,145.83	1.040	1.055	694	03/28/2018
3133ECL44	12072	FEDERAL FARM CREDIT BANK		04/11/2013	10,000,000.00	10,000,000.00	9,999,027.78	1.000	1.005	710	04/11/2018
3133EEEF9	14015	FEDERAL FARM CREDIT BANK		12/08/2014	10,000,000.00	10,000,100.00	10,000,000.00	0.730	0.730	312	03/09/2017
3133EEYF1	14077	FEDERAL FARM CREDIT BANK		04/24/2015	10,000,000.00	10,000,700.00	9,996,368.40	1.390	1.404	988	01/14/2019
3133EEZS8	14099	FEDERAL FARM CREDIT BANK		05/29/2015	10,000,000.00	10,019,800.00	10,000,000.00	1.980	1.980	1,520	06/29/2020
3133EEFEG8	15016	FEDERAL FARM CREDIT BANK		09/22/2015	10,000,000.00	10,023,300.00	10,000,000.00	1.860	1.860	1,605	09/22/2020
3133EFHS9	15023	FEDERAL FARM CREDIT BANK		10/08/2015	10,000,000.00	10,000,000.00	10,000,000.00	1.700	1.700	1,621	10/06/2020
3133EFHM2	15025	FEDERAL FARM CREDIT BANK		10/14/2015	10,000,000.00	10,000,100.00	9,998,398.48	1.300	1.308	1,072	04/08/2019
3133EFPM3	15039	FEDERAL FARM CREDIT BANK		11/23/2015	10,000,000.00	10,020,100.00	10,000,000.00	1.875	1.875	1,667	11/23/2020
3133EFRM1	15056	FEDERAL FARM CREDIT BANK		12/02/2015	10,000,000.00	10,017,800.00	10,000,000.00	1.640	1.640	1,310	12/02/2019
3133EFRH2	15081	FEDERAL FARM CREDIT BANK		12/07/2015	10,000,000.00	10,017,605.66	9,997,151.04	1.340	1.362	943	11/30/2018
3133EFSQ1	15067	FEDERAL FARM CREDIT BANK		12/15/2015	10,000,000.00	10,000,100.00	10,000,000.00	1.170	1.170	683	03/15/2018
3133EFSM0	15070	FEDERAL FARM CREDIT BANK		12/16/2015	10,000,000.00	10,004,700.00	10,000,000.00	1.700	1.700	1,324	12/16/2019
3133EFTK3	15076	FEDERAL FARM CREDIT BANK		12/18/2015	10,000,000.00	9,993,900.00	9,988,148.49	1.280	1.340	870	09/18/2018
3133EEZY2	15083	FEDERAL FARM CREDIT BANK		02/18/2016	10,000,000.00	9,980,600.00	10,000,000.00	1.570	1.570	1,478	05/18/2020
3133EFX36	15105	FEDERAL FARM CREDIT BANK		04/05/2016	10,000,000.00	9,993,000.00	10,000,000.00	1.680	1.680	1,800	04/05/2021
313380TD9	12013	FEDERAL HOME LOAN BANK		10/16/2012	10,000,000.00	10,000,000.00	10,000,000.00	1.000	1.000	533	10/16/2017
313382QF3	12069	FEDERAL HOME LOAN BANK		04/09/2013	10,000,000.00	9,988,300.00	9,996,030.56	1.010	1.016	708	04/09/2018
3130AGKK2	15024	FEDERAL HOME LOAN BANK		10/08/2015	10,000,000.00	10,000,100.00	10,006,189.01	1.700	1.685	1,528	07/08/2020
3130AGV80	15080	FEDERAL HOME LOAN BANK		12/29/2015	10,000,000.00	10,005,400.00	10,000,000.00	1.250	1.250	769	06/29/2018

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
Federal Agency Coupons											
3130A6Z8	15090	FEDERAL HOME LOAN BANK		01/29/2016	10,000,000.00	10,017,000.00	10,013,441.27	1.600	1.557	1,184	07/29/2019
3130A72G9	15092	FEDERAL HOME LOAN BANK		02/12/2016	10,000,000.00	10,018,318.67	10,037,454.91	1.500	1.390	1,003	01/29/2019
3130A7HK4	15100	FEDERAL HOME LOAN BANK		03/30/2016	10,000,000.00	10,003,100.00	10,000,000.00	1.500	1.500	1,247	09/30/2019
3130A7LY9	15102	FEDERAL HOME LOAN BANK		03/30/2016	10,000,000.00	9,982,900.00	10,000,000.00	1.375	2.013	1,794	03/30/2021
3130A7LL7	15103	FEDERAL HOME LOAN BANK		03/30/2016	10,000,000.00	9,987,100.00	10,000,000.00	1.250	1.983	1,794	03/30/2021
3134G7G80	15018	FED HOME LOAN MORT CORP		09/30/2015	10,000,000.00	10,005,500.00	10,000,000.00	1.625	1.625	1,429	03/30/2020
3134G7XN6	15019	FED HOME LOAN MORT CORP		09/30/2015	10,000,000.00	10,012,700.00	9,993,379.17	1.250	2.155	1,813	09/30/2020
3134G7U33	15030	FED HOME LOAN MORT CORP		10/29/2015	10,000,000.00	10,025,400.00	10,000,000.00	1.500	1.839	1,642	10/29/2020
3134G74X6	15033	FED HOME LOAN MORT CORP		10/30/2015	10,000,000.00	10,001,200.00	9,987,917.09	1.300	1.341	1,181	07/26/2019
3134G74V0	15035	FED HOME LOAN MORT CORP		10/30/2015	10,000,000.00	10,005,800.00	10,000,000.00	1.250	1.250	1,090	04/26/2019
3134G75E7	15040	FED HOME LOAN MORT CORP		11/23/2015	10,000,000.00	9,985,300.00	10,000,000.00	1.150	1.150	936	11/23/2018
3134G74R9	15043	FED HOME LOAN MORT CORP		11/25/2015	10,000,000.00	10,000,900.00	10,000,000.00	1.900	1.800	1,669	11/25/2020
3134G85C0	15044	FED HOME LOAN MORT CORP		11/25/2015	10,000,000.00	10,002,300.00	9,995,433.33	1.500	2.276	1,869	11/25/2020
3134G82A6	15045	FED HOME LOAN MORT CORP		11/25/2015	10,000,000.00	9,985,000.00	10,000,000.00	1.500	2.007	1,669	11/25/2020
3134G83X5	15055	FED HOME LOAN MORT CORP		11/30/2015	10,000,000.00	10,001,100.00	9,994,412.17	1.350	1.372	839	11/26/2018
3134G8C80	15071	FED HOME LOAN MORT CORP		12/16/2015	10,000,000.00	10,004,000.00	10,000,000.00	1.250	2.230	1,690	12/16/2020
3134G86W4	15075	FED HOME LOAN MORT CORP		12/16/2015	10,355,000.00	10,357,071.00	10,352,410.73	2.000	2.003	1,692	12/16/2020
3134G8E54	15078	FED HOME LOAN MORT CORP		12/24/2015	10,000,000.00	10,003,400.00	10,000,000.00	1.700	2.103	1,690	12/24/2020
3134G8DF3	15079	FED HOME LOAN MORT CORP		12/28/2015	10,000,000.00	10,010,200.00	10,000,000.00	1.500	2.415	1,702	12/28/2020
3134G7D73	15087	FED HOME LOAN MORT CORP		01/15/2016	10,000,000.00	10,001,000.00	9,982,178.83	1.200	1.275	880	09/28/2018
3134G8K99	15095	FED HOME LOAN MORT CORP		02/25/2016	10,000,000.00	10,003,800.00	10,000,000.00	1.500	1.500	1,303	11/25/2019
3134G8PS2	15099	FED HOME LOAN MORT CORP		03/30/2016	10,000,000.00	10,011,700.00	10,000,000.00	1.500	2.056	1,794	03/30/2021
3134G8PB9	15101	FED HOME LOAN MORT CORP		03/30/2016	10,000,000.00	9,979,800.00	9,995,080.11	1.375	1.886	1,794	03/30/2021
3136G16W4	12040	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	10,001,400.00	9,990,337.78	0.850	0.754	605	12/27/2017
3136G1KV0	12087	FEDERAL NATIONAL MORT. ASSOC.		05/15/2013	10,000,000.00	10,000,100.00	10,000,000.00	0.875	0.825	744	05/15/2018
3136G1M63	12088	FEDERAL NATIONAL MORT. ASSOC.		05/22/2013	10,000,000.00	10,002,500.00	10,000,000.00	0.750	1.141	751	05/22/2018
3136G2MA2	15020	FEDERAL NATIONAL MORT. ASSOC.		09/30/2015	10,000,000.00	10,011,000.00	10,000,000.00	1.625	1.625	1,613	09/30/2020
3136G2QT7	15031	FEDERAL NATIONAL MORT. ASSOC.		10/29/2015	10,000,000.00	10,004,500.00	10,000,000.00	1.500	1.768	1,642	10/29/2020
3135G0G31	15032	FEDERAL NATIONAL MORT. ASSOC.		10/29/2015	10,000,000.00	10,005,100.00	9,991,555.56	1.200	1.232	1,003	01/29/2019
3136G2SD0	15034	FEDERAL NATIONAL MORT. ASSOC.		10/30/2015	10,000,000.00	10,000,300.00	10,000,000.00	1.400	1.400	1,276	10/29/2019
3136G2YA9	15096	FEDERAL NATIONAL MORT. ASSOC.		02/26/2016	10,000,000.00	10,001,700.00	10,000,000.00	1.400	1.400	1,304	11/26/2018
3136G8CT0	15097	FEDERAL NATIONAL MORT. ASSOC.		03/15/2016	10,000,000.00	10,005,300.00	10,000,000.00	1.400	1.896	1,779	03/15/2021
Subtotal and Average					540,355,000.00	540,501,193.23	540,314,385.14		1.537	1,251	

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
Medium Term Notes											
037033AG5	12085	Apple Inc.		05/07/2013	10,000,000.00	10,002,000.00	10,016,116.36	0.869	0.591	732	05/03/2018
037033AQ3	14098	Apple Inc.		06/26/2015	10,000,000.00	10,250,200.00	10,077,511.15	2.100	1.832	1,100	05/06/2019
0258MDG1	14078	AMERICAN EXPRESS CREDIT		04/27/2015	10,000,000.00	10,014,900.00	10,012,849.56	1.300	0.771	89	07/29/2016
0258MDK2	15038	AMERICAN EXPRESS CREDIT		11/17/2016	10,000,000.00	10,145,600.00	10,012,347.29	2.125	2.080	1,051	03/18/2019
06406HCJ6	14009	Bank of New York Mellon		11/10/2014	10,000,000.00	10,038,000.00	9,957,297.66	1.350	1.588	674	03/06/2018
06406HCL1	15006	Bank of New York Mellon		07/13/2015	10,000,000.00	10,142,600.00	10,103,696.63	2.100	1.593	822	08/01/2018
06406ACH2	15106	BERKSHIRE HATHAWAY FINANCE		04/03/2016	10,000,000.00	10,092,622.46	10,080,809.24	1.324	1.083	1,048	03/15/2019
36962G5W0	13018	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,143,100.00	10,094,725.97	2.300	1.317	361	04/27/2017
36962G3H5	14010	GENERAL ELECTRIC CAPITAL CORP		12/11/2014	10,000,000.00	10,638,300.00	10,562,335.01	5.625	1.450	502	09/15/2017
459200HZ7	14048	IBM CORP		02/11/2015	10,000,000.00	10,021,400.00	9,974,009.30	1.125	1.276	646	02/08/2018
459200HM6	15005	IBM CORP		07/13/2015	10,000,000.00	10,041,800.00	9,820,211.48	1.825	2.095	1,475	05/15/2020
46126DW39	12089	JP MORGAN CHASE BANK		06/04/2013	10,000,000.00	9,995,900.00	10,000,000.00	1.135	1.011	764	08/04/2018
594918AY0	14050	Microsoft Corp		02/23/2015	10,000,000.00	10,211,600.00	10,010,574.57	1.850	1.821	1,362	02/12/2020
594918BF0	15041	Microsoft Corp		11/24/2015	10,000,000.00	10,088,683.33	9,997,105.84	1.300	1.343	916	11/03/2018
89233P6S0	13073	TOYOTA MOTOR CREDIT		06/26/2014	10,000,000.00	10,035,700.00	9,999,956.40	1.250	1.250	522	10/05/2017
89233TCG8	15014	TOYOTA MOTOR CREDIT		09/01/2015	10,000,000.00	9,992,500.00	9,923,584.55	0.872	1.048	1,411	03/12/2020
89236TCP8	15060	TOYOTA MOTOR CREDIT		12/04/2015	10,000,000.00	10,093,000.00	10,023,363.58	1.550	1.441	803	07/13/2019
90331HMH3	14025	US BANCORP		12/29/2014	10,000,000.00	10,035,900.00	9,995,957.08	1.375	1.405	498	09/11/2017
949748FK1	12075	WELLS FARGO & CO.		04/23/2013	10,000,000.00	10,004,700.00	10,000,000.00	1.249	1.065	722	04/23/2018
94966RTD3	13047	WELLS FARGO & CO.		03/09/2014	10,000,000.00	9,980,400.00	10,000,000.00	0.750	0.750	1,039	03/06/2019
949746QU0	14093	WELLS FARGO & CO.		05/28/2015	10,000,000.00	10,035,100.00	10,038,979.84	3.876	0.836	45	06/15/2016
949748FD7	13067	WELLS FARGO BANK		04/28/2014	10,000,000.00	10,105,600.00	10,089,325.78	2.100	1.205	372	05/00/2017
949748FU9	14003	WELLS FARGO BANK		09/19/2014	10,000,000.00	10,180,706.00	9,970,390.38	2.125	2.230	1,086	04/22/2019
949748FG0	14037	WELLS FARGO BANK		01/22/2016	10,000,000.00	10,043,000.00	10,023,305.87	1.500	1.360	625	01/16/2018
92076GAH4	14002	Wells Fargo & Company		07/23/2014	10,000,000.00	10,695,200.00	10,668,936.41	6.000	1.525	563	11/15/2017
920903DT6	14013	Wells Fargo & Company		12/04/2014	10,000,000.00	10,502,200.00	10,503,780.48	5.750	1.180	410	08/16/2017
94986RY1	15017	Wells Fargo & Company		09/25/2015	10,000,000.00	10,089,200.00	10,000,000.00	2.000	2.431	1,608	09/26/2020
931142DU9	13029	WAL-MART STORES		12/10/2013	10,000,000.00	10,263,100.00	10,022,038.91	1.950	1.861	959	12/15/2019
Subtotal and Average					200,000,000.00	283,772,005.79	281,983,220.32		1.400	751	

Negotiable Certificates of Deposit

05574RT98	15081	BNP PARIBAS NY		02/03/2016	40,000,000.00	40,008,400.00	40,000,000.00	0.660	0.669	32	06/02/2018
13606ALM8	15074	CANADIAN IMP BK COMM NY		12/17/2016	50,000,000.00	50,031,000.00	50,000,000.00	0.800	0.811	74	07/14/2018
34959FEJ1	15111	BNP PARIBAS FORTIS SANJ		04/11/2018	20,000,000.00	20,003,000.00	20,000,000.00	0.780	0.791	130	09/08/2016
21684BL36	15084	Rabobank Nederland		02/25/2016	40,000,000.00	40,013,200.00	40,000,000.00	0.710	0.720	85	07/26/2016

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Portfolio PLCR
NLI AC
PM (PHF_PM2) 7.3.0

General Fund
Portfolio Management
Portfolio Details - Investments
April 30, 2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 305	Days to Maturity	Maturity Date
Collateralized CDs											
		Subtotal and Average	170,333,333.33		150,000,000.00	150,055,600.00	150,000,000.00		0.748	73	
SYS14088	14088	CITIZENS BUSINESS BANK		05/08/2015	20,000,000.00	20,000,000.00	20,000,000.00	0.350	0.355	8	05/09/2016
SYS14087	14007	Five Star Bank		05/09/2015	3,000,000.00	3,000,000.00	3,000,000.00	0.300	0.304	8	05/09/2016
SYS15112	15112	RIVER CITY BANK		04/15/2016	6,000,000.00	6,000,000.00	6,000,000.00	0.500	0.507	351	04/17/2017
		Subtotal and Average	29,000,000.00		29,000,000.00	29,000,000.00	29,000,000.00		0.381	79	
Supranational											
45905UUL6	15065	INT'L BANK RECON & DEVELOP		12/11/2015	10,000,000.00	10,030,270.00	9,998,211.11	1.200	1.208	816	07/26/2018
		Subtotal and Average	9,998,178.89		10,030,270.00	10,030,270.00	9,998,211.11		1.208	816	
Commercial Paper Disc. -Amortizing											
09659JEB0	15109	BNP PARIBAS FIRTUS SA/NY		04/07/2016	40,000,000.00	39,896,355.60	39,996,355.56	0.410	0.416	8	05/09/2016
63673JEB2	15108	NATEXIS BANQ POPULAIR NY		04/06/2016	50,000,000.00	49,994,722.22	49,994,722.22	0.380	0.385	10	05/11/2016
89233GH58	15107	Toyota Motor Credit Corp		04/06/2016	20,000,000.00	19,965,866.67	19,965,866.67	0.640	0.650	96	08/05/2016
89233GH90	15110	Toyota Motor Credit Corp		04/11/2016	30,000,000.00	29,851,666.67	29,951,666.67	0.560	0.569	303	08/09/2010
		Subtotal and Average	110,249,267.41		140,000,000.00	139,908,611.16	139,908,611.12		0.478	41	
PFA - HELICOPTER											
		Subtotal and Average	76,774.86								
Local Agency Bond											
SYS13019B	13019E	Ackerman School District		10/31/2013	233,192.86	233,192.86	233,192.86	2.300	2.299	913	10/31/2018
SYS13072	13072	Mild Placer Public School Trans		06/13/2014	185,471.35	185,471.35	185,471.35	2.300	2.300	1,138	06/13/2019
SYS13069	13069	City of Rocklin Successor Agcy		05/01/2014	1,023,223.60	1,023,223.60	1,023,223.60	1.760	1.752	1,095	05/01/2019
		Subtotal and Average	1,421,887.81		1,421,887.81	1,421,887.81	1,421,887.81		1.905	1,070	
Local Agency Bonds											
SYS15022	15022	MIDDLE FORK JPA		04/01/2015	81,572,496.61	81,572,496.61	81,572,496.61	3.471	3.519	7,275	04/01/2036
15010	15010	mPower Placer		07/22/2015	1,000,000.00	1,000,000.00	1,000,000.00	0.500	0.507	82	07/22/2016
		Subtotal and Average	82,572,496.61		82,572,496.61	82,572,496.61	82,572,496.61		3.483	7,188	
Rolling Repurchase Agreements - 2											
SYS000SWEEP	SWEEP	WFB REPURCHASE-SWEEP		03/01/2012	34,853,989.43	34,853,989.43	34,853,989.43		0.000	1	
		Subtotal and Average	39,711,338.01		34,853,989.43	34,853,989.43	34,853,989.43		0.000	1	

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Portfolio Management
Portfolio Details - Investments
April 30, 2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
mPower Placer											
1415-2	1415-2	mPower Placer		06/04/2015	2,075,077.09	2,075,077.09	2,075,077.09	4.000	4.056	7,063	09/02/2035
2015NR-B	2015NR-B	mPower Placer		09/17/2015	2,292,240.85	2,292,240.85	2,292,240.85	4.000	4.056	7,429	09/02/2036
2015R-D	2015R-D	mPower Placer		07/02/2015	16,564,998.59	16,564,998.59	16,564,998.59	4.000	4.056	7,429	09/02/2036
		Subtotal and Average	20,293,378.28		20,932,316.53	20,932,316.53			4.056	7,393	
mPower - Folsom											
MFIA-2 NR	IA2-NR	mPower Folsom		08/08/2015	1,704,575.51	1,704,575.51	1,704,575.51	1.250	1.267	7,063	09/02/2035
MFIA-3	MFIA-3	mPower Folsom		09/01/2015	847,553.79	847,553.79	847,553.79	1.250	1.267	7,063	09/02/2035
MFR-1	MFR-1	mPower Folsom		09/01/2015	373,856.50	373,856.50	373,856.50	1.250	1.267	7,063	09/02/2035
		Subtotal and Average	2,846,941.85		2,925,985.80	2,925,985.80			1.267	7,063	
		Total and Average	1,400,212,694.55		1,357,859,437.56	1,362,130,726.10	1,359,630,025.90		1.418	1,368	

Portfolio PLCR
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General Fund
Portfolio Management
Portfolio Details - Cash
April 30, 2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity
Cash at Bank										
SYS00000	00000	PLACER COUNTY CASH			50,950,988.94	50,950,988.94	50,950,988.94		0.000	1
Undeposited Receipts										
SYS00000/VAULT	00000/VAULT	PLACER COUNTY CASH			263,848.55	263,848.55	263,848.55		0.000	1
Average Balance			0.00							1
Total Cash and Investments			1,408,212,594.65		1,409,074,273.05	1,413,345,561.59	1,410,844,861.39		1.418	1,368

Data Updated: FUNDSNAP: 05/02/2016 11:54
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Placer County

General Fund Purchases Report Sorted by Fund - Fund April 1, 2016 - April 30, 2016

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												
084664CH2	15106	1010	MTN BRK	10,000,000.00	04/05/2016	08/15 - Quarterly	10,074,800.00	7,722.46	1.324	03/15/2019	1.068	10,080,809.24
3133EFX36	15106	1010	FAC FFCB	10,000,000.00	04/05/2016	10/05 - 04/05	10,000,000.00		1.680	04/05/2021	1.680	10,000,000.00
63873JEB2	15108	1010	ACP NATXNY	50,000,000.00	04/08/2016	05/11 - At Maturity	49,981,527.78		0.380	05/11/2016	0.380	49,994,722.22
89233GH58	15107	1010	ACP TOYCC	20,000,000.00	04/06/2016	08/05 - At Maturity	19,956,977.78		0.640	08/05/2016	0.641	19,965,866.67
08659JEB0	15109	1010	ACP BNPFNY	40,000,000.00	04/07/2016	05/09 - At Maturity	39,985,422.22		0.410	05/09/2016	0.410	39,998,355.56
34959TEJ1	15111	1010	NCB FORTNY	20,000,000.00	04/11/2016	09/08 - At Maturity	20,080,000.00		0.780	09/08/2016	0.780	20,000,000.00
89233GH90	15110	1010	ACP TOYCC	30,000,000.00	04/11/2016	08/09 - At Maturity	29,942,000.00		0.580	08/09/2016	0.581	29,951,868.67
SYS15112	15112	1010	BCD RCB	6,000,000.00	04/15/2016	07/15 - Quarterly	6,000,000.00		0.500	04/17/2017	0.500	6,000,000.00
			Subtotal	186,000,000.00			185,940,827.78	7,722.46				185,989,420.36
			Total Purchases	186,000,000.00			185,940,827.78	7,722.46				185,989,420.36



General Fund Summary by Issuer April 30, 2016

Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 365	Average Days to Maturity
Apple Inc.	2	20,000,000.00	20,139,390.00	1.42	1.213	817
Ackerman School District	1	233,192.86	233,192.86	0.02	2.299	813
AMERICAN EXPRESS CREDIT	2	20,000,000.00	20,090,300.00	1.42	1.425	570
Bank of New York Mellon	2	20,000,000.00	20,073,400.00	1.42	1.591	749
BNP PARIBAS FIRTUS SAVNY	1	40,000,000.00	39,905,422.22	2.83	0.416	8
BNP PARIBAS NY	1	40,000,000.00	40,000,000.00	2.83	0.669	32
BERKSHIRE HATHAWAY FINANCE	1	10,000,000.00	10,074,900.00	0.71	1.093	1,048
CITIZENS BUSINESS BANK	1	20,000,000.00	20,000,000.00	1.42	0.355	8
CANADIAN IMP BK COMM NY	1	50,000,000.00	50,000,000.00	3.54	0.811	74
FEDERAL FARM CREDIT BANK	10	180,000,000.00	179,340,900.00	12.73	1.403	1,102
FEDERAL HOME LOAN BANK	9	90,000,000.00	90,053,600.00	6.37	1.467	1,176
FED HOME LOAN MORT CORP	10	180,355,000.00	180,263,204.15	12.76	1.794	1,487
FEDERAL NATIONAL MORT. ASSOC.	9	90,000,000.00	89,888,000.00	6.37	1.398	1,101
BNP PARIBAS FORTIS SAVNY	1	20,000,000.00	20,000,000.00	1.42	0.791	130
Five Star Bank	1	3,000,000.00	3,000,000.00	0.21	0.304	8
GENERAL ELECTRIC CAPITAL CORP	2	20,000,000.00	21,466,500.00	1.52	1.375	433
IBM CORP	2	20,000,000.00	19,740,600.00	1.40	1.692	1,057
INT'L BANK RECON & DEVELOP	1	10,000,000.00	9,997,900.00	0.71	1.208	816
JP MORGAN CHASE BANK	1	10,000,000.00	10,000,000.00	0.71	1.011	764
MIDDLE FORK JPA	1	81,572,498.61	81,572,498.61	5.77	3.519	7,275
Mid Placer Public School Trans	1	185,471.35	185,471.35	0.01	2.300	1,138
mPower Edison	3	2,925,985.80	2,925,985.80	0.21	1.267	7,063
mPower Placer	7	37,730,077.91	37,781,827.91	2.67	3.688	7,061

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General Fund
Summary by Issuer
April 30, 2016

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Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 366	Average Days to Maturity
Microsoft Corp	2	20,000,000.00	20,001,600.00	1.42	1.582	1,149
NATEXIS BANQ POPULAIR NY	1	50,000,000.00	49,981,527.76	3.54	0.385	10
PLACER COUNTY CASH	2	51,214,835.49	51,214,835.49	3.62	0.000	1
RoboBank Nederland	1	40,000,000.00	40,000,000.00	2.83	0.720	85
RIVER CITY BANK	1	6,000,000.00	6,000,000.00	0.42	0.507	351
City of Rocklin Successor Agcy	1	1,023,223.60	1,023,223.60	0.07	1.752	1,095
U.S. TREASURY NIB	5	50,000,000.00	49,792,968.75	3.52	1.166	1,055
Toyota Motor Credit Corp	2	50,000,000.00	49,893,977.78	3.53	0.614	98
TOYOTA MOTOR CREDIT	3	30,000,000.00	29,898,000.00	2.12	1.246	911
US BANCORP	1	10,000,000.00	9,992,000.00	0.71	1.405	468
WELLS FARGO & CO.	3	30,000,000.00	30,316,850.00	2.14	0.817	901
WELLS FARGO BANK	3	30,000,000.00	30,260,300.00	2.14	1.598	803
WFB REPURCHASE-SWEEP	1	34,853,989.43	34,853,989.43	2.47	0.000	1
Wells Fargo & Company	3	30,000,000.00	32,575,300.00	2.30	1.699	847
WAL-MART STORES	1	10,000,000.00	10,042,000.00	0.71	1.851	858
Total and Average	116	1,409,074,273.05	1,413,404,263.73	100.00	1.357	1,319

Portfolio PLCR
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Report Ver. 7.3.3

Run Date: 05/02/2016 - 11:56

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer



COUNTY OF PLACER

TREASURER'S POOLED INVESTMENT REPORT

For the Month of May 31, 2016

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

May 31, 2016

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.

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 1,450 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$354,180,917.89 in cash and investments maturing in the next 180 days.



Placer County

**General Fund
Portfolio Management
Portfolio Summary
May 31, 2016**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	50,000,000.00	50,191,400.00	49,874,756.21	3.99	1,564	1,007	1,150	1,186
mPower Placer - Long Term	15,797,761.38	15,846,771.82	15,846,771.82	1.27	7,363	7,032	4,016	4,072
Federal Agency Coupons	490,355,000.00	489,976,788.45	490,323,259.75	39.27	1,800	1,296	1,533	1,555
Medium Term Notes	280,000,000.00	283,198,822.46	281,820,408.08	22.57	1,307	750	1,381	1,400
Negotiable Certificates of Deposit	190,000,000.00	190,043,800.00	190,000,000.00	15.22	134	38	0,661	0,670
Collateralized CDs	9,000,000.00	9,000,000.00	9,000,000.00	0.72	367	332	0,467	0,473
Supranational	10,000,000.00	10,030,630.00	9,998,277.78	0.80	958	785	1,192	1,208
Commercial Paper Disc. -Amortizing	90,000,000.00	89,942,672.22	89,942,672.22	7.20	73	38	0,510	0,517
Local Agency Bond	1,237,950.01	1,237,950.01	1,237,950.01	0.10	1,826	1,041	1,885	1,911
Local Agency Bonds	82,572,496.61	82,572,406.61	82,572,496.61	6.61	7,593	7,157	3,435	3,483
Rolling Repurchase Agreements - 2	2,578,534.44	2,578,534.44	2,578,534.44	0.21	1	1	0,000	0,000
mPower Placer	22,339,483.28	22,339,483.28	22,339,483.28	1.79	7,693	7,364	4,000	4,056
mPower - Folsom	2,951,810.30	2,951,810.30	2,951,810.30	0.24	7,321	7,032	1,250	1,287
Investments	1,246,833,046.02	1,249,911,169.59	1,248,486,430.50	100.00%	1,774	1,450	1,465	1,485

Cash								
Passbook/Checking (not included in yield calculations)	50,602,383.45	50,602,383.45	50,602,383.45		1	1	0,000	0,000
Total Cash and Investments	1,297,435,429.47	1,300,513,553.04	1,299,088,813.95		1,774	1,450	1,465	1,485

Total Earnings	May 31	Month Ending	Fiscal Year To Date
Current Year		1,543,788.05	14,665,823.81
Average Daily Balance		1,366,273,777.33	1,199,664,895.55
Effective Rate of Return		1.33%	1.33%

Kimberly Hawley
KIMBERLY HAWLEY, CHIEF DEPUTY TREASURER

Reporting period 05/01/2016-05/31/2016
Data Updated: FUNDSNAP: 06/02/2016 09:46
Run Date: 06/02/2016 - 09:46

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General Fund
Portfolio Management
Portfolio Details - Investments
May 31, 2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM	Days to Maturity	Maturity Date
U.S. Treasury Coupons											
912828U1	12063	U.S. TREASURY N/B		05/06/2013	10,000,000.00	9,953,900.00	9,981,423.42	0.625	0.724	698	04/30/2018
912828U1	12064	U.S. TREASURY N/B		05/07/2013	10,000,000.00	9,953,900.00	9,979,614.49	0.625	0.710	698	04/30/2018
912828K2	15057	U.S. TREASURY N/B		12/03/2015	10,000,000.00	10,017,500.00	9,965,194.69	1.000	1.166	805	08/15/2018
912828T0	15058	U.S. TREASURY N/B		12/03/2015	10,000,000.00	9,974,600.00	9,864,438.55	1.000	1.430	1,166	08/31/2019
912828A2	15059	U.S. TREASURY N/B		12/04/2015	10,000,000.00	10,291,400.00	10,083,985.06	2.000	1.806	1,043	11/30/2020
		Subtotal and Average	49,874,448.30		50,000,000.00	50,191,400.00	49,874,756.21		1.166	1,007	
mPower Placer - Long Term											
2015NR-A	2015NR-A	mPower Placer		06/16/2015	2,495,638.59	2,495,638.59	2,495,638.59	4.000	3.999	7,032	09/02/2035
2015R-B	2015R-B	mPower Placer		06/16/2015	750,000.00	789,010.44	799,010.44	6.000	5.435	7,032	09/02/2035
2015R-C	2015R-C	mPower Placer		06/16/2015	12,551,922.79	12,551,922.79	12,551,922.79	4.000	3.899	7,032	09/02/2035
		Subtotal and Average	15,846,571.04		15,797,761.38	16,846,771.82	15,846,771.82		4.072	7,032	
Federal Agency Coupons											
3133EC045	12098	FEDERAL FARM CREDIT BANK		12/26/2012	10,000,000.00	10,000,000.00	9,996,851.11	0.300	0.921	573	12/26/2017
3133EC0E1	12043	FEDERAL FARM CREDIT BANK		01/24/2013	10,000,000.00	9,998,100.00	9,996,713.01	0.340	0.961	600	01/22/2018
3133ECJX3	12059	FEDERAL FARM CREDIT BANK		03/26/2013	10,000,000.00	9,981,400.00	9,907,270.83	1.040	1.065	663	03/26/2018
3133ECL44	12072	FEDERAL FARM CREDIT BANK		04/11/2013	10,000,000.00	9,988,000.00	9,959,069.44	1.000	1.005	579	04/11/2018
3133EE2S8	14099	FEDERAL FARM CREDIT BANK		06/29/2015	10,000,000.00	10,009,400.00	10,000,000.00	1.980	1.980	1,489	09/29/2020
3133EEFG8	15016	FEDERAL FARM CREDIT BANK		09/22/2015	10,000,000.00	10,016,100.00	10,000,000.00	1.860	1.860	1,574	09/22/2020
3133EFH59	15023	FEDERAL FARM CREDIT BANK		10/08/2015	10,000,000.00	9,944,500.00	10,000,000.00	1.700	1.700	1,590	10/08/2020
3133EFHM2	15025	FEDERAL FARM CREDIT BANK		10/14/2015	10,000,000.00	10,000,100.00	9,998,443.94	1.300	1.308	1,041	04/08/2019
3133EFPM3	15039	FEDERAL FARM CREDIT BANK		11/23/2015	10,000,000.00	10,021,400.00	10,000,000.00	1.875	1.875	1,636	11/23/2020
3133EFRM1	15056	FEDERAL FARM CREDIT BANK		12/02/2015	10,000,000.00	10,011,300.00	10,000,000.00	1.640	1.640	1,279	12/02/2019
3133EFRH2	15061	FEDERAL FARM CREDIT BANK		12/07/2015	10,000,000.00	10,008,400.00	9,994,721.62	1.340	1.362	912	11/30/2018
3133EFZM0	15070	FEDERAL FARM CREDIT BANK		12/16/2015	10,000,000.00	10,001,300.00	10,000,000.00	1.700	1.700	1,293	12/16/2019
3133EFZV2	15093	FEDERAL FARM CREDIT BANK		02/16/2016	10,000,000.00	9,949,600.00	10,000,000.00	1.570	1.570	1,447	05/18/2020
3133EFX35	15105	FEDERAL FARM CREDIT BANK		04/05/2016	10,000,000.00	10,000,300.00	10,000,000.00	1.680	1.680	1,769	04/05/2021
313360TD9	12013	FEDERAL HOME LOAN BANK		10/16/2012	10,000,000.00	9,992,300.00	10,000,000.00	1.000	1.000	502	10/16/2017
313382ZF3	12059	FEDERAL HOME LOAN BANK		04/09/2013	10,000,000.00	9,973,300.00	9,999,072.22	1.010	1.015	677	04/09/2018
3130A6KK2	15024	FEDERAL HOME LOAN BANK		10/09/2015	10,000,000.00	10,000,000.00	10,006,046.20	1.700	1.685	1,498	07/06/2020
3130A6VB0	15080	FEDERAL HOME LOAN BANK		12/28/2015	10,000,000.00	9,957,700.00	10,000,000.00	1.250	1.250	758	06/28/2018
3130A6ZX6	15090	FEDERAL HOME LOAN BANK		01/29/2016	10,000,000.00	9,980,100.00	10,013,096.03	1.600	1.557	1,153	07/29/2019
3130A7ZG9	15092	FEDERAL HOME LOAN BANK		02/12/2016	10,000,000.00	10,016,716.67	10,036,482.09	1.500	1.380	972	01/29/2019
3130A7HK4	15100	FEDERAL HOME LOAN BANK		03/30/2016	10,000,000.00	10,000,800.00	10,000,000.00	1.500	1.500	1,216	09/30/2019
3130A7LY9	15102	FEDERAL HOME LOAN BANK		03/30/2018	10,000,000.00	9,954,700.00	10,000,000.00	1.375	2.013	1,763	03/30/2021

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Federal Agency Coupons											
3130A7LL7	15103	FEDERAL HOME LOAN BANK		03/30/2016	10,000,000.00	9,981,400.00	10,000,000.00	1.250	1.883	1,763	03/30/2021
3130A86G3	15119	FEDERAL HOME LOAN BANK		05/25/2016	10,000,000.00	9,976,200.00	10,000,000.00	1.600	1.800	1,838	11/25/2020
3134G7G88	15018	FED HOME LOAN MORT CORP		09/30/2015	10,000,000.00	10,002,100.00	10,000,000.00	1.625	1.825	1,398	03/30/2020
3134G7XN6	15019	FED HOME LOAN MORT CORP		08/30/2015	10,000,000.00	10,005,900.00	9,993,504.17	1.250	2.155	1,582	09/30/2020
3134G7U33	15030	FED HOME LOAN MORT CORP		10/29/2015	10,000,000.00	10,015,900.00	10,000,000.00	1.500	1.839	1,611	10/29/2020
3134G74X6	15033	FED HOME LOAN MORT CORP		10/30/2015	10,000,000.00	9,989,100.00	9,987,351.41	1.300	1.341	1,150	07/26/2019
3134G74V0	15035	FED HOME LOAN MORT CORP		10/30/2015	10,000,000.00	10,003,100.00	10,000,000.00	1.250	1.250	1,059	04/26/2018
3134G75E7	15040	FED HOME LOAN MORT CORP		11/23/2015	10,000,000.00	9,962,600.00	10,000,000.00	1.150	1.150	905	11/23/2018
3134G83X5	15055	FED HOME LOAN MORT CORP		11/30/2015	10,000,000.00	10,002,200.00	9,984,593.40	1.350	1.372	908	11/26/2018
3134G8C80	15071	FED HOME LOAN MORT CORP		12/16/2015	10,000,000.00	10,001,400.00	10,000,000.00	1.250	2.230	1,559	12/10/2020
3134G88W4	15075	FED HOME LOAN MORT CORP		12/18/2015	10,355,000.00	10,359,038.45	10,352,457.33	2.000	2.006	1,861	12/18/2020
3134G8E54	15078	FED HOME LOAN MORT CORP		12/24/2015	10,000,000.00	10,000,000.00	10,000,000.00	1.700	2.103	1,697	12/24/2020
3134G8DF3	15079	FED HOME LOAN MORT CORP		12/28/2015	10,000,000.00	10,004,400.00	10,000,000.00	1.500	2.415	1,671	12/28/2020
3134G7D73	15087	FED HOME LOAN MORT CORP		01/15/2016	10,000,000.00	9,995,100.00	9,982,795.48	1.200	1.275	849	08/28/2018
3134G8K99	15095	FED HOME LOAN MORT CORP		02/25/2016	10,000,000.00	10,001,100.00	10,000,000.00	1.500	1.500	1,272	11/25/2018
3134G8P52	15099	FED HOME LOAN MORT CORP		03/39/2016	10,000,000.00	10,006,700.00	10,000,000.00	1.500	2.056	1,753	03/30/2021
3134G8P89	15101	FED HOME LOAN MORT CORP		03/30/2016	10,000,000.00	9,942,500.00	9,985,189.44	1.875	1.886	1,793	03/30/2021
3136G16W4	12040	FEDERAL NATIONAL MORT. ASSOC.		12/27/2012	10,000,000.00	10,000,000.00	9,999,371.11	0.850	0.754	574	12/27/2017
3136G2MA2	15020	FEDERAL NATIONAL MORT. ASSOC.		09/30/2015	10,000,000.00	10,005,000.00	10,000,000.00	1.625	1.625	1,582	09/30/2020
3136G2Q17	15031	FEDERAL NATIONAL MORT. ASSOC.		10/29/2015	10,000,000.00	10,001,700.00	10,000,000.00	1.500	1.766	1,611	10/29/2020
3135G0G31	15032	FEDERAL NATIONAL MORT. ASSOC.		10/29/2015	10,000,000.00	9,984,700.00	9,981,611.97	1.200	1.232	972	01/29/2019
3136G2SD0	15034	FEDERAL NATIONAL MORT. ASSOC.		10/30/2015	10,000,000.00	9,973,500.00	10,000,000.00	1.400	1.400	1,245	10/29/2019
3136G2YA9	15098	FEDERAL NATIONAL MORT. ASSOC.		02/28/2016	10,000,000.00	9,999,000.00	10,000,000.00	1.400	1.400	1,273	11/26/2019
3136G3CT0	15097	FEDERAL NATIONAL MORT. ASSOC.		03/15/2016	10,000,000.00	10,001,700.00	10,000,000.00	1.400	1.896	1,748	03/15/2021
3136G3MG7	15114	FEDERAL NATIONAL MORT. ASSOC.		05/20/2016	10,000,000.00	9,976,433.33	9,988,428.95	1.500	1.532	1,447	05/18/2020
3136G3MP7	15118	FEDERAL NATIONAL MORT. ASSOC.		05/25/2016	10,000,000.00	9,977,000.00	10,000,000.00	1.000	1.000	1,819	05/25/2021
3136G3QU2	15120	FEDERAL NATIONAL MORT. ASSOC.		05/25/2016	10,000,000.00	9,983,500.00	10,000,000.00	1.750	1.750	1,819	05/25/2021
Subtotal and Average					490,355,000.00	489,976,788.45	490,323,259.75		1.555	1,295	

Medium Term Notes

037633AG5	12085	Apple Inc.		05/07/2013	10,000,000.00	10,012,700.00	10,015,446.70	0.969	0.591	701	05/03/2018
037633AQ3	14098	Apple Inc.		06/26/2015	10,000,000.00	10,204,400.00	10,075,367.89	2.100	1.832	1,069	05/06/2019
0258M0DG1	14078	AMERICAN EXPRESS CREDIT		04/27/2015	10,000,000.00	10,008,400.00	10,008,469.03	1.300	0.771	58	07/29/2016
0256M0DK2	15038	AMERICAN EXPRESS CREDIT		11/17/2015	10,000,000.00	10,138,200.00	10,011,990.09	2.125	2.080	1,020	03/18/2019
06406HCJ6	14099	Bank of New York Mellon		11/10/2014	10,000,000.00	10,036,900.00	9,959,224.08	1.350	1.588	643	03/06/2018
08406HCL1	15006	Bank of New York Mellon		07/13/2015	10,000,000.00	10,139,900.00	10,105,477.53	2.100	1.593	791	08/01/2018

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Medium Term Notes											
084664CH2	15106	BERKSHIRE HATHAWAY FINANCE		04/05/2016	10,000,000.00	10,095,622.46	10,078,647.32	1.324	1.083	1,017	03/15/2018
30982G3H5	14019	General Electric Company		12/11/2014	10,000,000.00	10,571,600.00	10,528,185.11	5.825	1.430	471	09/15/2017
3696235W0	13016	GENERAL ELECTRIC CAPITAL CORP		10/28/2013	10,000,000.00	10,123,600.00	10,086,743.45	2.300	1.317	330	04/27/2017
459200HZ7	14048	IBM CORP		02/11/2015	10,000,000.00	10,013,800.00	9,975,237.21	1.125	1.276	615	02/06/2018
459200HM6	15005	IBM CORP		07/13/2015	10,000,000.00	10,002,400.00	9,823,921.01	1.825	2.095	1,444	05/15/2020
461260W39	12088	JP MORGAN CHASE BANK		06/04/2013	10,000,000.00	9,996,000.00	10,000,000.00	1.135	1.011	733	06/04/2018
594918AY0	14050	Microsoft Corp		02/23/2015	10,000,000.00	10,160,100.00	10,010,341.48	1.850	1.821	1,351	02/12/2020
594918BF0	15041	Microsoft Corp		11/24/2015	10,000,000.00	10,031,300.00	9,989,871.05	1.300	1.343	885	11/03/2018
89233P6S0	13073	Toyota Motor Credit Corp		08/28/2014	10,000,000.00	10,018,400.00	9,999,956.95	1.250	1.250	491	10/05/2017
89238TCG8	15014	Toyota Motor Credit Corp		08/01/2015	10,000,000.00	9,921,200.00	9,925,232.62	0.872	1.046	1,380	03/12/2020
89238TCP8	15050	Toyota Motor Credit Corp		12/04/2015	10,000,000.00	10,067,500.00	10,022,478.59	1.550	1.441	772	07/13/2018
90331HMH3	14025	US BANK NA CINCINNATI		12/29/2014	10,000,000.00	10,004,200.00	9,996,213.99	1.375	1.405	467	09/11/2017
94974BFK1	12075	WELLS FARGO & CO.		04/23/2013	10,000,000.00	10,023,200.00	10,000,000.00	1.249	1.065	691	04/23/2018
94986RT03	13047	WELLS FARGO & CO.		03/06/2014	10,000,000.00	9,981,000.00	10,000,000.00	0.750	0.750	1,008	03/06/2019
94974BFD7	13087	WELLS FARGO & CO.		04/28/2014	10,000,000.00	10,086,600.00	10,082,023.94	2.100	1.205	341	05/08/2017
94974BFU9	14003	WELLS FARGO & CO.		09/19/2014	10,000,000.00	10,133,700.00	9,971,219.78	2.125	2.230	1,055	04/22/2019
929903DT6	14013	WELLS FARGO & CO.		12/04/2014	10,000,000.00	10,453,200.00	10,460,371.02	5.750	1.180	378	08/15/2017
94974BFG0	14037	WELLS FARGO & CO.		01/22/2015	10,000,000.00	10,022,900.00	10,022,168.99	1.500	1.360	594	01/16/2018
949746QU8	14093	WELLS FARGO & CO.		05/28/2015	10,000,000.00	10,010,500.00	10,011,766.31	3.876	0.636	14	08/15/2016
92976SAH4	14002	WELLS FARGO BANK		07/23/2014	10,000,000.00	10,650,000.00	10,632,712.42	6.000	1.525	532	11/15/2017
94986RYY1	15017	Wells Fargo & Company		09/25/2015	10,000,000.00	10,068,900.00	10,000,000.00	2.000	2.431	1,577	09/25/2020
931142DJ9	13029	WAL-MART STORES		12/16/2013	10,000,000.00	10,222,400.00	10,021,338.52	1.950	1.861	927	12/15/2018
Subtotal and Average					280,000,000.00	283,198,622.46	281,820,408.08		1.400	760	

Negotiable Certificates of Deposit

05574RT96	15091	BNP PARIBAS NY		02/03/2016	40,000,000.00	40,000,800.00	40,000,000.00	0.860	0.689	1	06/02/2016
13606ALM8	15074	CANADIAN IMP BK COMM NY		12/17/2015	50,000,000.00	50,023,000.00	50,000,000.00	0.800	0.811	43	07/14/2016
34959TEJ1	15111	BNP PARIBAS FORTIS SAJNY		04/11/2016	20,000,000.00	20,006,400.00	20,000,000.00	0.780	0.791	99	09/08/2016
63873FE39	15117	NATEXIS BANQ POPULAIR NY		05/24/2016	40,000,000.00	40,000,000.00	40,000,000.00	0.380	0.385	22	06/23/2016
216648L36	15094	Rabobank Nederland		02/25/2016	40,000,000.00	40,013,800.00	40,000,000.00	0.710	0.720	54	07/25/2016
Subtotal and Average					190,000,000.00	190,043,800.00	190,000,000.00		0.670	38	

Collateralized CDs

SYS15116	15116	Community 1st Bank		05/20/2016	3,000,000.00	3,000,000.00	3,000,000.00	0.400	0.406	355	05/22/2017
SYS15112	15112	RIVER CITY BANK		04/15/2016	6,000,000.00	6,000,000.00	6,000,000.00	0.500	0.507	320	04/17/2017

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Supranational											
45905JUL6	15065	INTL BANK RECON & DEVELOP	13,096,774.19	12/11/2015	10,000,000.00	10,030,830.00	9,998,277.78	1.200	0.473	332	07/28/2016
Subtotal and Average			9,998,246.60		10,000,000.00	10,030,830.00	9,998,277.78	1.208	0.473	785	
Commercial Paper Disc.-Amortizing											
22533TF35	15115	Credit Agricole CIB NY		05/20/2016	40,000,000.00	39,999,133.33	39,999,133.33	0.390	0.395	2	05/03/2016
89233GH66	15107	Toyota Motor Credit Corp		04/08/2016	20,000,000.00	19,976,888.89	19,976,888.89	0.640	0.650	65	02/05/2016
89233GH90	15110	Toyota Motor Credit Corp		04/11/2016	30,000,000.00	29,966,650.00	29,966,650.00	0.580	0.589	69	09/09/2016
Subtotal and Average			103,153,968.82		90,000,000.00	89,942,672.22	89,942,672.22	0.517	0.517	38	
Local Agency Bond											
SYS13018B	13018B	Ackerman School District		10/31/2013	195,429.86	195,429.86	195,429.86	2.300	2.298	882	10/31/2018
SYS13072	13072	Mid Placer Public School Trans		08/13/2014	165,471.35	165,471.35	165,471.35	2.300	2.300	1,107	08/13/2019
SYS13069	13069	City of Rocklin Successor Agency		05/01/2014	877,048.80	877,048.80	877,048.80	1.750	1.752	1,064	05/01/2019
Subtotal and Average			1,237,950.01		1,237,950.01	1,237,950.01	1,237,950.01	1.911	1.911	1,041	
Local Agency Bonds											
SYS15022	15022	MIDDLE FORK JPA		04/01/2015	81,572,486.61	81,572,486.61	81,572,486.61	3.471	3.519	7,244	04/01/2036
15010	15010	mPower Placer		07/22/2015	1,000,000.00	1,000,000.00	1,000,000.00	0.500	0.507	51	07/22/2016
Subtotal and Average			82,572,486.61		82,572,486.61	82,572,486.61	82,572,486.61	3.483	3.483	7,157	
Rolling Repurchase Agreements - 2											
SYS000SWEEP	SWEEP	WFB REPURCHASE-SWEEP		03/01/2012	2,578,534.44	2,578,534.44	2,578,534.44		0.000	1	
Subtotal and Average			57,463,281.48		2,578,534.44	2,578,534.44	2,578,534.44		0.000	1	
mPower Placer											
1415-2	1415-2	mPower Placer		06/04/2015	2,075,077.09	2,075,077.09	2,075,077.09	4.000	4.056	7,032	09/02/2035
2015NR-B	2015NR-B	mPower Placer		09/17/2015	2,546,613.74	2,546,613.74	2,546,613.74	4.000	4.056	7,390	09/02/2036
2015R-D	2015R-D	mPower Placer		07/02/2016	17,715,802.45	17,715,802.45	17,715,802.45	4.000	4.056	7,398	09/02/2036
Subtotal and Average			21,695,333.20		22,339,493.28	22,339,493.28	22,339,493.28		4.056	7,384	
mPower - Folsom											
MFA-2 NR	1A2-NR	mPower Folsom		08/06/2015	1,704,575.51	1,704,575.51	1,704,575.51	1.250	1.267	7,032	09/02/2035
MFA-3	MFA-3	mPower Folsom		09/01/2015	873,378.29	873,378.29	873,378.29	1.250	1.267	7,032	09/02/2035
MFR-1	MFR-1	mPower Folsom		09/01/2015	373,856.50	373,856.50	373,856.50	1.250	1.267	7,032	09/02/2035

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	Subtotal and Average		2,330,984.09		2,951,810.30	2,951,810.30	2,951,810.30		1.267	7,032
	Total and Average		1,368,273,777.33		1,246,833,045.02	1,249,311,169.59	1,248,486,430.50		1.485	1,450

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Cash at Bank										
SYS000000	00000	PLACER COUNTY CASH			50,342,647.16	50,342,647.16	50,342,647.16		0.000	1
Undeposited Receipts										
SYS000000VAULT	00000VAULT	PLACER COUNTY CASH			259,736.29	259,736.29	259,736.29		0.000	1
		Average Balance	0.00							1
Total Cash and Investments			1,366,273,777.33		1,297,435,429.47	1,300,513,553.04	1,299,088,813.95		1.485	1,450

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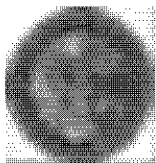
Placer County

**General Fund
Purchases Report
Sorted by Fund - Fund
May 1, 2016 - May 31, 2016**

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												
63873JEJ5	15113	1010	ACP NATXNY	50,000,000.00	05/11/2016	05/18 - At Maturity	49,986,305.56		0.380	05/18/2016	0.380	0.00
22533TF35	15115	1010	ACP CANYCD	40,000,000.00	05/20/2016	05/03 - At Maturity	39,993,933.33		0.390	06/03/2016	0.390	39,998,133.33
SYS15116	15116	1010	BCD COMM	3,000,000.00	05/20/2016	08/20 - Quarterly	3,000,000.00		0.400	05/22/2017	0.400	3,000,000.00
3136G3MG7	15114	1010	FAC FNMA	10,000,000.00	05/20/2016	11/18 - 05/18	9,987,500.00	833.33	1.500	05/18/2020	1.532	9,988,428.95
63873FE38	15117	1010	NCB NATXNY	40,000,000.00	05/24/2016	06/23 - At Maturity	40,000,000.00		0.380	06/23/2016	0.380	40,000,000.00
3130A86G3	15119	1010	FAC FHLB	10,000,000.00	05/25/2016	11/25 - 05/25	10,000,000.00		1.600	11/25/2020	1.600	10,000,000.00
3136G3MP7	15118	1010	FAC FNMA	10,000,000.00	05/25/2016	11/25 - 05/25	10,000,000.00		1.000	05/25/2021	1.000	10,000,000.00
3136G3QU2	15120	1010	FAC FNMA	10,000,000.00	05/25/2016	11/25 - 05/25	10,000,000.00		1.750	05/25/2021	1.750	10,000,000.00
			Subtotal	173,000,000.00			172,977,738.89	833.33				122,987,562.28
			Total Purchases	173,000,000.00			172,977,738.89	833.33				122,987,562.28

Data Updated: FUNDSNAP: 06/02/2016 09:46
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General Fund Summary by Issuer May 31, 2016

Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 365	Average Days to Maturity
Apple Inc.	2	20,000,000.00	20,139,390.00	1.55	1.213	886
Ackerman School District	1	185,429.86	195,429.88	0.02	2.299	882
AMERICAN EXPRESS CREDIT	2	20,000,000.00	20,080,300.00	1.54	1.425	538
Bank of New York Mellon	2	20,000,000.00	20,073,400.00	1.54	1.591	710
BNP PARIBAS NY	1	40,000,000.00	40,000,000.00	3.07	0.669	1
BERKSHIRE HATHAWAY FINANCE	1	10,000,000.00	10,074,900.00	0.77	1.083	1,017
Credit Agricole CIB NY	1	40,000,000.00	39,993,933.33	3.07	0.395	2
CANADIAN IMP BK COMM NY	1	50,000,000.00	50,000,000.00	3.84	0.811	43
Community 1st Bank	1	3,000,000.00	3,000,000.00	0.23	0.406	355
FEDERAL FARM CREDIT BANK	14	140,060,000.00	139,961,800.00	10.75	1.472	1,182
FEDERAL HOME LOAN BANK	10	100,000,000.00	100,063,600.00	7.69	1.498	1,194
FED HOME LOAN MORT CORP	15	150,355,000.00	150,298,204.16	11.55	1.748	1,385
FEDERAL NATIONAL MORT. ASSOC.	10	100,000,000.00	99,075,500.00	7.68	1.436	1,409
BNP PARIBAS FORTIS SAJNY	1	20,000,000.00	20,000,000.00	1.54	0.791	89
General Electric Company	1	10,000,000.00	11,131,500.00	0.86	1.430	471
GENERAL ELECTRIC CAPITAL CORP	1	10,000,000.00	10,335,000.00	0.79	1.317	330
IBM CORP	2	20,000,000.00	19,740,600.00	1.52	1.682	1,026
INT'L BANK RECON & DEVELOP	1	10,000,000.00	9,997,900.00	0.77	1.208	785
JP MORGAN CHASE BANK	1	10,000,000.00	10,000,000.00	0.77	1.011	733
MIDDLE FORK JPA	1	81,572,496.61	81,572,496.61	6.27	3.519	7,244
Mid Placer Public School Trans	1	165,471.35	165,471.35	0.01	2.300	1,107
mPower Folsom	3	2,951,810.30	2,951,810.30	0.23	1.267	7,032
mPower Placer	7	39,137,254.66	39,189,704.66	3.01	3.971	7,043

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General Fund
Summary by Issuer
May 31, 2016

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Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 365	Average Days to Maturity
Microsoft Corp	2	20,000,000.00	20,001,600.00	1.54	1.502	1,116
NATEXIS BANQ POPULAIR NY	1	40,000,000.00	40,000,000.00	3.07	0.385	22
PLACER COUNTY CASH	2	50,602,383.45	50,602,383.45	3.89	0.000	1
Rabobank Nederland	1	40,000,000.00	40,000,000.00	3.07	0.720	54
RIVER CITY BANK	1	6,000,000.00	6,000,000.00	0.48	0.507	320
City of Rocklin Successor Agcy	1	877,048.80	877,048.80	0.07	1.752	1,064
U.S. TREASURY N/B	5	50,000,000.00	49,792,968.75	3.82	1.166	1,007
Toyota Motor Credit Corp	5	80,000,000.00	79,836,977.78	6.13	0.851	372
US BANK NA CINCINNATI	1	10,000,000.00	9,992,000.00	0.77	1.405	467
WELLS FARGO & CO.	7	70,000,000.00	71,713,150.00	5.51	1.203	581
WELLS FARGO BANK	1	10,000,000.00	11,439,300.00	0.88	1.525	532
WFB REPURCHASE-SWEEP	1	2,578,534.44	2,578,534.44	0.20	0.000	1
Wells Fargo & Company	1	10,000,000.00	10,000,000.00	0.77	2.431	1,577
WAL-MART STORES	1	10,000,000.00	10,042,000.00	0.77	1.861	927
Total and Average	110	1,297,435,429.47	1,301,805,903.48	100.00	1.427	1,394

Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer



COUNTY OF PLACER

TREASURER'S POOLED INVESTMENT REPORT

For the Month of June 30, 2016

PREFACE

Placer County Treasurer's Pooled Investment Report

June 30, 2016

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.

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 1,426 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$397,168,409.58 in cash and investments maturing in the next 180 days.



Placer County

General Fund
Portfolio Management
Portfolio Summary
June 30, 2016

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	50,000,000.00	50,619,900.00	49,879,602.59	4.08	1,564	977	1.150	1.166
mPower Placer - Long Term	15,797,761.38	15,846,559.68	15,846,559.68	1.29	7,383	7,002	4.018	4.072
Federal Agency Coupons	430,000,000.00	430,400,050.00	430,060,263.78	35.14	1,595	1,311	1.442	1.462
Medium Term Notes	270,000,000.00	273,983,900.00	271,670,973.68	22.20	1,341	758	1.422	1.441
Negotiable Certificates of Deposit	225,000,000.00	225,028,450.00	225,000,000.00	18.38	111	32	0.613	0.621
Collateralized CDs	9,000,000.00	9,000,000.00	9,000,000.00	0.74	367	302	0.467	0.473
Supranational	10,000,000.00	10,019,740.00	9,988,344.44	0.82	958	755	1.192	1.208
Commercial Paper Disc. -Amortizing	50,000,000.00	49,968,955.60	49,968,705.56	4.08	120	37	0.805	0.814
Local Agency Bond	1,215,114.35	1,215,114.35	1,215,114.35	0.10	1,826	1,010	1.878	1.904
Local Agency Bonds	82,572,496.61	82,572,496.61	82,572,496.61	6.75	7,583	7,127	3.435	3.483
Rolling Repurchase Agreements - 2	50,466,799.66	50,466,799.66	50,466,799.66	4.12	1	1	0.000	0.000
mPower Placer	25,121,892.60	25,121,892.60	25,121,892.60	2.05	7,696	7,338	4.000	4.056
mPower - Folsom	3,144,767.04	3,144,767.04	3,144,767.04	0.26	7,320	7,002	1.250	1.267
Investments	1,222,318,631.64	1,227,386,625.54	1,223,945,519.99	100.00%	1,743	1,426	1.391	1.410

CashPassbook/Checking
(not included in yield calculations)**Total Cash and Investments****Total Earnings**

Current Year

Average Daily Balance

Effective Rate of Return

Kimberly Hawley
 KIMBERLY HAWLEY, CHIEF DEPUTY TREASURER

Reporting period 06/01/2016-06/30/2016
 Data Updated: FUNDSNAP: 07/07/2016 15:14
 Run Date: 07/07/2016 - 15:14

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General Fund
Portfolio Management
Portfolio Details - Investments
June 30, 2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
U.S. Treasury Coupons											
912828U21	12083	U.S. TREASURY N/B		05/09/2013	10,000,000.00	10,006,600.00	9,982,221.84	0.625	0.724	658	04/30/2018
912828U21	12084	U.S. TREASURY N/B		05/07/2013	10,000,000.00	10,006,600.00	9,980,490.65	0.625	0.710	668	04/30/2018
912828K82	15057	U.S. TREASURY N/B		12/03/2015	10,000,000.00	10,080,100.00	9,967,454.52	1.000	1.156	775	06/15/2018
912828T00	15058	U.S. TREASURY N/B		12/03/2015	10,000,000.00	10,077,000.00	9,887,857.59	1.000	1.430	1,156	08/31/2019
912828A42	15059	U.S. TREASURY N/B		12/04/2015	10,000,000.00	10,449,600.00	10,081,567.99	2.000	1.808	1,613	11/30/2020
Subtotal and Average			49,977,260.17		50,000,000.00	50,619,900.00	49,879,602.59		1.166	977	
mPower Placer - Long Term											
2015NR-A	2015NR-A	mPower Placer		06/16/2015	2,495,838.59	2,495,838.59	2,495,838.59	4.000	3.999	7,002	09/02/2035
2015R-B	2015R-B	mPower Placer		06/16/2015	750,000.00	798,798.30	798,798.30	6.000	5.435	7,002	09/02/2035
2015R-C	2015R-C	mPower Placer		06/16/2015	12,551,922.79	12,551,922.79	12,551,922.79	4.000	3.999	7,002	09/02/2035
Subtotal and Average			15,846,662.22		15,797,761.38	15,846,559.68	15,846,559.68		4.072	7,002	
Federal Agency Coupons											
3133ECB45	12030	FEDERAL FARM CREDIT BANK		12/26/2012	10,000,000.00	10,000,100.00	9,997,027.78	0.900	0.921	543	12/26/2017
3133ECE1	12043	FEDERAL FARM CREDIT BANK		01/24/2013	10,000,000.00	10,000,300.00	9,996,879.87	0.940	0.961	570	01/22/2018
3133ECJX3	12059	FEDERAL FARM CREDIT BANK		03/26/2013	10,000,000.00	10,000,200.00	9,997,395.83	1.040	1.055	633	03/28/2018
3133ECL44	12072	FEDERAL FARM CREDIT BANK		04/11/2013	10,000,000.00	10,000,200.00	9,999,111.11	1.000	1.005	649	04/11/2018
3133EFEG8	15016	FEDERAL FARM CREDIT BANK		09/22/2015	10,000,000.00	10,020,000.00	10,000,000.00	1.880	1.860	1,544	09/22/2020
3133EFHS9	15023	FEDERAL FARM CREDIT BANK		10/08/2015	10,000,000.00	10,000,300.00	10,000,000.00	1.700	1.700	1,560	10/08/2020
3133EFHM2	15025	FEDERAL FARM CREDIT BANK		10/14/2015	10,000,000.00	10,000,500.00	9,998,489.39	1.300	1.306	1,011	04/08/2019
3133EFPM3	15039	FEDERAL FARM CREDIT BANK		11/23/2015	10,000,000.00	10,031,900.00	10,000,000.00	1.875	1.875	1,606	11/23/2020
3133EFRM1	15056	FEDERAL FARM CREDIT BANK		12/02/2015	10,000,000.00	10,024,000.00	10,000,000.00	1.840	1.840	1,249	12/02/2019
3133EFRH2	15061	FEDERAL FARM CREDIT BANK		12/07/2015	10,000,000.00	10,019,100.00	9,994,697.75	1.340	1.362	882	11/30/2018
3133EFZV2	15093	FEDERAL FARM CREDIT BANK		02/19/2016	10,000,000.00	10,000,300.00	10,000,000.00	1.570	1.570	1,417	05/18/2020
3133EFX36	15105	FEDERAL FARM CREDIT BANK		04/05/2016	10,000,000.00	10,038,400.00	10,000,000.00	1.680	1.680	1,739	04/05/2021
313380TD9	12013	FEDERAL HOME LOAN BANK		10/16/2012	10,000,000.00	10,000,000.00	10,000,000.00	1.000	1.000	472	10/16/2017
313382QF3	12069	FEDERAL HOME LOAN BANK		04/09/2013	10,000,000.00	10,000,100.00	9,999,113.89	1.010	1.015	647	04/09/2018
3130A6KK2	15024	FEDERAL HOME LOAN BANK		10/08/2015	10,000,000.00	10,000,600.00	10,005,923.39	1.700	1.685	1,468	07/08/2020
3130A6Z88	15090	FEDERAL HOME LOAN BANK		01/29/2016	10,000,000.00	10,009,700.00	10,012,750.79	1.600	1.557	1,123	07/29/2019
3130A72G9	15092	FEDERAL HOME LOAN BANK		02/12/2016	10,000,000.00	10,013,616.67	10,035,509.27	1.500	1.380	942	01/29/2019
3130A86G3	15119	FEDERAL HOME LOAN BANK		05/25/2016	10,000,000.00	10,013,200.00	10,000,000.00	1.600	1.600	1,609	11/25/2020
3130A8LS0	15130	FEDERAL HOME LOAN BANK		06/30/2016	10,000,000.00	10,000,000.00	10,000,000.00	1.500	1.500	1,825	06/30/2021
3134G7UJ3	15030	FED HOME LOAN MORT CORP		10/29/2015	10,000,000.00	10,010,700.00	10,000,000.00	1.500	1.639	1,581	10/29/2020
3134G74X6	15033	FED HOME LOAN MORT CORP		10/30/2015	10,000,000.00	10,002,000.00	9,987,685.74	1.300	1.341	1,120	07/28/2019

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Data Updated: FUNDSNAP: 07/07/2016 15:14

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General Fund
Portfolio Management
Portfolio Details - Investments
June 30, 2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
Federal Agency Coupons											
3134G74V0	15035	FED HOME LOAN MORT CORP		10/30/2015	10,000,000.00	10,003,800.00	10,000,000.00	1.250	1.250	1,029	04/20/2019
3134G75E7	15040	FED HOME LOAN MORT CORP		11/23/2015	10,000,000.00	10,002,000.00	10,000,000.00	1.150	1.150	875	11/23/2018
3134G83X5	15055	FED HOME LOAN MORT CORP		11/30/2015	10,000,000.00	10,009,100.00	9,994,774.63	1.350	1.372	878	11/26/2018
3134G8K99	15095	FED HOME LOAN MORT CORP		02/25/2016	10,000,000.00	10,005,700.00	10,000,000.00	1.500	1.500	1,242	11/25/2019
3134G8PS2	15099	FED HOME LOAN MORT CORP		03/30/2016	10,000,000.00	10,014,000.00	10,000,000.00	1.500	2.056	1,733	03/30/2021
3134G9KW6	15121	FED HOME LOAN MORT CORP		06/08/2016	10,000,000.00	10,011,900.00	10,004,500.00	1.350	1.350	1,243	11/26/2019
3134G9PN1	15131	FED HOME LOAN MORT CORP		06/30/2016	10,000,000.00	10,008,300.00	10,000,000.00	1.875	1.875	1,825	06/30/2021
3134G9PN1	15132	FED HOME LOAN MORT CORP		06/30/2016	10,000,000.00	10,008,300.00	10,000,000.00	1.875	1.875	1,825	06/30/2021
3134G9UM7	15133	FED HOME LOAN MORT CORP		06/30/2016	10,000,000.00	10,000,000.00	10,000,000.00	1.500	1.730	1,825	06/30/2021
3134G9E52	15134	FED HOME LOAN MORT CORP		06/30/2016	10,000,000.00	9,998,100.00	10,000,000.00	1.330	1.330	1,643	12/30/2020
3136G2QT7	15031	FEDERAL NATIONAL MORT. ASSOC.		10/29/2015	10,000,000.00	10,003,700.00	10,000,000.00	1.500	1.766	1,581	10/29/2020
3135G0G31	15032	FEDERAL NATIONAL MORT. ASSOC.		10/29/2015	10,000,000.00	10,002,100.00	9,992,068.38	1.200	1.232	942	01/29/2019
3136G2SD0	15034	FEDERAL NATIONAL MORT. ASSOC.		10/30/2015	10,000,000.00	10,002,000.00	10,000,000.00	1.400	1.400	1,215	10/26/2019
3136G2YA9	15098	FEDERAL NATIONAL MORT. ASSOC.		02/26/2016	10,000,000.00	10,005,000.00	10,000,000.00	1.400	1.400	1,243	11/26/2019
3136G3CT0	15097	FEDERAL NATIONAL MORT. ASSOC.		03/15/2016	10,000,000.00	10,006,700.00	10,000,000.00	1.400	1.856	1,718	03/15/2021
3136G3MG7	15114	FEDERAL NATIONAL MORT. ASSOC.		05/20/2016	10,000,000.00	10,021,433.33	9,988,689.73	1.500	1.532	1,417	05/18/2020
3136G3MP7	15118	FEDERAL NATIONAL MORT. ASSOC.		05/25/2016	10,000,000.00	10,004,900.00	10,000,000.00	1.000	1.000	1,789	05/25/2021
3136G3QU2	15120	FEDERAL NATIONAL MORT. ASSOC.		05/25/2016	10,000,000.00	10,041,700.00	10,000,000.00	1.750	1.750	1,789	05/25/2021
3136G3RK3	15124	FEDERAL NATIONAL MORT. ASSOC.		06/14/2016	10,000,000.00	10,040,400.00	10,000,000.00	1.800	1.513	1,809	06/14/2021
3136G3RK3	15126	FEDERAL NATIONAL MORT. ASSOC.		06/29/2016	10,000,000.00	10,047,900.00	10,055,446.22	1.800	1.511	1,809	06/14/2021
3136G3WK7	15128	FEDERAL NATIONAL MORT. ASSOC.		06/30/2016	10,000,000.00	9,987,900.00	10,000,000.00	1.220	1.220	1,368	03/30/2020
3136G3WK7	15129	FEDERAL NATIONAL MORT. ASSOC.		06/30/2016	10,000,000.00	9,987,900.00	10,000,000.00	1.220	1.220	1,368	03/30/2020
Subtotal and Average					430,000,000.00	430,400,050.00	430,060,263.78		1.462	1,311	

Medium Term Notes

037833AG5	12085	Apple Inc.		05/07/2013	10,000,000.00	10,015,200.00	10,014,777.05	0.869	0.591	671	05/03/2018
037833AQ3	14098	Apple Inc.		06/26/2015	10,000,000.00	10,201,100.00	10,073,224.82	2.100	1.832	1,039	05/06/2019
0258M0DG1	14078	AMERICAN EXPRESS CREDIT		04/27/2015	10,000,000.00	10,003,500.00	10,004,088.50	1.300	0.771	28	07/29/2016
0258M0DK2	15039	AMERICAN EXPRESS CREDIT		11/17/2015	10,000,000.00	10,208,600.00	10,011,632.89	2.125	2.080	990	03/18/2019
06406HCJ6	14009	Bank of New York Mellon		11/10/2014	10,000,000.00	10,058,800.00	9,961,150.50	1.350	1.588	613	03/06/2018
06406HCL1	15006	Bank of New York Mellon		07/13/2015	10,000,000.00	10,188,200.00	10,101,258.43	2.100	1.593	761	08/01/2018
084664CH2	15106	BERKSHIRE HATHAWAY FINANCE		04/05/2016	10,000,000.00	10,092,900.00	10,068,832.66	1.324	1.083	987	03/15/2019
36962G5W0	13016	General Electric Company		10/28/2013	10,000,000.00	10,099,800.00	10,078,760.92	2.300	1.317	300	04/27/2017
36962G3H5	14019	General Electric Company		12/11/2014	10,000,000.00	10,568,500.00	10,494,035.21	5.625	1.430	441	09/15/2017
459200HZ7	14048	IBM CORP		02/11/2015	10,000,000.00	10,043,000.00	9,976,465.12	1.125	1.276	585	02/06/2018

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365 Maturity	Days to Maturity	Maturity Date
Medium Term Notes											
459200HM6	15005	IBM CORP		07/13/2015	10,000,000.00	10,125,300.00	9,827,630.54	1.625	2.095	1,414	05/15/2020
481260W39	12089	JP MORGAN CHASE BANK		06/04/2013	10,000,000.00	9,096,200.00	10,000,000.00	1.180	1.029	703	06/04/2018
594918AY0	14050	Microsoft Corp		02/23/2015	10,000,000.00	10,220,400.00	10,010,108.36	1.050	1.821	1,321	02/12/2020
594818BF0	15041	Microsoft Corp		11/24/2015	10,000,000.00	10,090,800.00	9,990,220.40	1.300	1.343	855	11/03/2018
89233P6S0	13073	Toyota Motor Credit Corp		06/26/2014	10,000,000.00	10,040,700.00	9,999,861.49	1.250	1.250	461	10/05/2017
89236TCG8	15014	Toyota Motor Credit Corp		09/01/2015	10,000,000.00	9,937,900.00	9,926,880.69	1.026	1.174	1,350	03/12/2020
89238TCP8	15080	Toyota Motor Credit Corp		12/04/2015	10,000,000.00	10,096,100.00	10,021,593.61	1.550	1.441	742	07/13/2018
90331HMH3	14025	US BANK NA CINCINNATI		12/29/2014	10,000,000.00	10,050,300.00	9,996,460.91	1.375	1.405	437	09/11/2017
94874BFK1	12075	WELLS FARGO & CO.		04/23/2013	10,000,000.00	10,023,000.00	10,000,000.00	1.249	1.065	661	04/23/2018
94988RTD3	13047	WELLS FARGO & CO.		03/06/2014	10,000,000.00	9,981,600.00	10,000,000.00	1.130	0.959	978	03/06/2019
94974BFD7	13087	WELLS FARGO & CO.		04/28/2014	10,000,000.00	10,085,900.00	10,074,722.11	2.100	1.205	311	05/08/2017
94974BFU9	14003	WELLS FARGO & CO.		09/19/2014	10,000,000.00	10,215,300.00	9,972,049.18	2.125	2.230	1,025	04/22/2019
929903DT6	14013	WELLS FARGO & CO.		12/04/2014	10,000,000.00	10,430,200.00	10,428,961.58	5.750	1.180	349	08/15/2017
94974BFG0	14037	WELLS FARGO & CO.		01/22/2015	10,000,000.00	10,056,000.00	10,021,032.12	1.500	1.360	584	01/19/2018
94988RY1	15017	WELLS FARGO & CO.		09/25/2015	10,000,000.00	10,151,700.00	10,000,000.00	2.000	2.431	1,547	09/25/2020
92976GAH4	14002	WELLS FARGO BANK		07/23/2014	10,000,000.00	10,640,300.00	10,595,488.42	6.000	1.525	502	11/15/2017
931142DJ9	13029	WAL-MART STORES		12/16/2013	10,000,000.00	10,272,800.00	10,020,638.13	1.950	1.801	897	12/15/2018
Subtotal and Average			276,406,600.68		276,000,000.00	273,983,900.00	271,570,973.68		1.441	758	

Negotiable Certificates of Deposit

13506ALM8	15074	CANADIAN IMP BK COMM NY		12/17/2015	50,000,000.00	50,009,500.00	50,000,000.00	0.840	0.852	13	07/14/2016
13506AQ07	15125	CANADIAN IMP BK COMM NY		05/24/2016	30,000,000.00	30,000,000.00	30,000,000.00	0.380	0.385	24	07/25/2016
34959TEJ1	15111	BNP PARIBAS FORTIS SA/NY		04/11/2016	20,000,000.00	20,009,200.00	20,000,000.00	0.780	0.791	69	09/08/2016
60689DXP3	15122	Mizuho Bank LTD		06/09/2016	25,000,000.00	25,001,000.00	25,000,000.00	0.610	0.618	70	09/09/2016
63873FF80	15123	NATEXIS BANQ POPULAIR NY		05/10/2016	10,000,000.00	10,000,300.00	10,000,000.00	0.450	0.456	39	08/09/2016
21684BL36	15094	RaboBank Nederland		02/25/2016	40,000,000.00	40,008,800.00	40,000,000.00	0.710	0.720	24	07/25/2016
86958D6E7	15127	Svenske Handelsbanken NY		06/20/2016	50,000,000.00	49,999,650.00	50,000,000.00	0.415	0.421	28	07/29/2016
Subtotal and Average			176,333,333.33		225,000,000.00	225,028,450.00	225,000,000.00		0.621	32	

Collateralized CDs

SYS15116	15116	Community 1st Bank		05/20/2016	3,000,000.00	3,000,000.00	3,000,000.00	0.400	0.406	325	05/22/2017
SYS15112	15112	RIVER CITY BANK		04/15/2016	6,000,000.00	6,000,000.00	6,000,000.00	0.500	0.507	290	04/17/2017
Subtotal and Average			9,000,000.00		9,000,000.00	8,000,000.00	9,000,000.00		0.473	302	

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
Supranational											
45905UUL6	15065	INTL BANK RECON & DEVELOP	9,998,312.22	12/11/2015	10,000,000.00	10,019,740.00	9,998,344.44	1.200	1.208	755	07/25/2018
		Subtotal and Average			10,000,000.00	10,019,740.00	9,998,344.44		1.208	755	
Commercial Paper Disc.-Amortizing											
89233GH58	15107	Toyota Motor Credit Corp		04/08/2016	20,000,000.00	19,987,555.60	19,987,555.56	0.640	0.650	35	08/05/2016
89233GH90	15110	Toyota Motor Credit Corp		04/11/2016	30,000,000.00	29,981,400.00	29,981,150.00	0.580	0.589	39	08/09/2016
		Subtotal and Average	52,623,193.89		50,000,000.00	49,968,955.60	49,968,705.56		0.614	37	
Local Agency Bond											
SYS130188	130198	Ackerman School District		10/31/2013	195,429.86	195,429.86	195,429.86	2.300	2.299	852	10/31/2018
SYS13072	13072	Mid Placer Public School Trans		06/13/2014	142,635.69	142,635.69	142,635.69	2.300	2.300	1,077	06/13/2019
SYS13069	13069	City of Rocklin Successor Agcy		05/01/2014	877,048.80	877,048.80	877,048.80	1.750	1.752	1,034	05/01/2019
		Subtotal and Average	1,224,248.61		1,215,114.35	1,215,114.35	1,215,114.35		1.904	1,010	
Local Agency Bonds											
SYS15022	15022	MIDDLE FORK JPA		04/01/2015	81,572,496.61	81,572,496.61	81,572,496.61	3.471	3.519	7,214	04/01/2036
15010	15010	mPower Placer		07/22/2015	1,000,000.00	1,000,000.00	1,000,000.00	0.500	0.507	21	07/22/2018
		Subtotal and Average	82,572,496.61		82,572,496.61	82,572,496.61	82,572,496.61		3.483	7,127	
Rolling Repurchase Agreements - 2											
SYS000SWEEP	SWEEP	WFB REPURCHASE-SWEEP		03/01/2012	50,466,799.66	50,466,799.66	50,466,799.66		0.000	1	
		Subtotal and Average	42,754,892.50		50,466,799.66	50,466,799.66	50,466,799.66		0.000	1	
mPower Placer											
1415-2	1415-2	mPower Placer		06/04/2015	2,075,077.09	2,075,077.09	2,075,077.09	4.000	4.056	7,002	09/02/2035
2015NR-B	2015NR-B	mPower Placer		09/17/2015	3,013,977.07	3,013,977.07	3,013,977.07	4.000	4.056	7,388	09/02/2036
2015R-D	2015R-D	mPower Placer		07/02/2015	20,032,838.44	20,032,838.44	20,032,838.44	4.000	4.056	7,358	09/02/2036
		Subtotal and Average	23,667,996.57		25,121,892.60	25,121,892.60	25,121,892.60		4.056	7,338	
mPower - Folsom											
MFA-2 NR	1A2-NR	mPower Folsom		08/08/2015	1,704,575.51	1,704,575.51	1,704,575.51	1.250	1.267	7,002	09/02/2035
MFA-3	MFA-3	mPower Folsom		09/01/2015	1,066,335.03	1,066,335.03	1,066,335.03	1.250	1.267	7,002	09/02/2035
MFR-1	MFR-1	mPower Folsom		09/01/2015	373,856.50	373,856.50	373,856.50	1.250	1.267	7,002	09/02/2035
		Subtotal and Average	3,027,225.39		3,144,767.04	3,144,767.04	3,144,767.04		1.267	7,002	

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Data Updated: FUNDSNAP: 07/07/2016 15:14

Run Date: 07/07/2016 - 15:14

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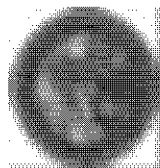
CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity
Cash at Bank										
SYS000000	00000	PLACER COUNTY CASH			53,822,067.62	53,822,067.62	53,822,067.62		0.000	1
Undeposited Receipts										
SYS000000VAULT	00000VAULT	PLACER COUNTY CASH			6,879,542.30	6,879,542.30	6,879,542.30		0.000	1
Average Balance			0.00							
Total Cash and Investments			1,278,674,486.37		1,283,020,441.56	1,288,090,235.46	1,284,647,129.91		1.410	1.426



Placer County

General Fund
Purchases Report
Sorted by Fund - Fund
June 1, 2016 - June 30, 2016

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												
3134G9KW6	15121	1010	FAC FHLMC	10,000,000.00	06/08/2016	11/26 - 05/26	10,000,000.00	4,500.00	1.350	11/26/2019	1.350	10,004,500.00
60688DXP3	15122	1010	NCB MIZBNK	25,000,000.00	05/09/2016	06/09 - At Maturity	25,000,000.00		0.610	09/09/2016	0.610	25,000,000.00
63873FF60	15123	1010	NCB NATXNY	10,000,000.00	05/10/2016	06/09 - At Maturity	10,000,000.00		0.450	06/09/2016	0.450	10,000,000.00
3136G3RK3	15124	1010	FAC FNMA	10,000,000.00	05/14/2016	12/14 - 06/14	10,000,000.00		1.800	06/14/2021	1.813	10,000,000.00
13606AD70	15125	1010	NCB CIBCNY	30,000,000.00	05/24/2016	07/25 - At Maturity	30,000,000.00		0.380	07/25/2016	0.380	30,000,000.00
3136G3RK3	15126	1010	FAC FNMA	10,000,000.00	05/28/2016	12/14 - 06/14	10,048,000.00	7,500.00	1.800	06/14/2021	1.511	10,055,446.22
88858D8E7	15127	1010	NCB SVSNY	50,000,000.00	05/29/2016	07/29 - At Maturity	50,000,000.00		0.415	07/29/2016	0.415	50,000,000.00
3130A8LS0	15130	1010	FAC FHLB	10,000,000.00	06/30/2016	12/30 - 06/30	10,000,000.00		1.500	06/30/2021	1.500	10,000,000.00
3134G9PN1	15131	1010	FAC FHLMC	10,000,000.00	06/30/2016	12/30 - 06/30	10,000,000.00		1.875	06/30/2021	1.875	10,000,000.00
3134G9PN1	15132	1010	FAC FHLMC	10,000,000.00	06/30/2016	12/30 - 06/30	10,000,000.00		1.875	06/30/2021	1.875	10,000,000.00
3134G9UM7	15133	1010	FAC FHLMC	10,000,000.00	06/30/2016	12/30 - 06/30	10,000,000.00		1.500	06/30/2021	1.730	10,000,000.00
3134G9E52	15134	1010	FAC FHLMC	10,000,000.00	06/30/2016	12/30 - 06/30	10,000,000.00		1.330	12/30/2020	1.330	10,000,000.00
3130G3WK7	15128	1010	FAC FNMA	10,000,000.00	05/30/2016	06/30 - 03/30	10,000,000.00		1.220	03/30/2020	1.220	10,000,000.00
3136G3WK7	15129	1010	FAC FNMA	10,000,000.00	05/30/2016	06/30 - 03/30	10,000,000.00		1.220	03/30/2020	1.220	10,000,000.00
		Subtotal		215,000,000.00			215,048,000.00	12,000.00				215,059,946.22
		Total Purchases		215,000,000.00			215,048,000.00	12,000.00				215,059,946.22



PLACER COUNTY 2015/16 Summary by Issuer June 30, 2016

Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 365	Average Days to Maturity
Apple Inc.	2	20,000,000.00	20,139,390.00	1.56	1.213	855
Ackerman School District	1	195,429.86	195,429.86	0.02	2.299	852
AMERICAN EXPRESS CREDIT	2	20,000,000.00	20,080,300.00	1.56	1.428	509
Bank of New York Mellon	2	20,000,000.00	20,073,400.00	1.56	1.591	688
BERKSHIRE HATHAWAY FINANCE	1	10,000,000.00	10,074,900.00	0.78	1.083	987
CANADIAN IMP BK COMM NY	2	80,000,000.00	80,000,000.00	6.22	0.677	17
Community 1st Bank	1	3,000,000.00	3,000,000.00	0.23	0.406	325
FEDERAL FARM CREDIT BANK	12	120,000,000.00	119,961,800.00	9.32	1.411	1,117
FEDERAL HOME LOAN BANK	7	70,000,000.00	70,053,600.00	5.44	1.391	1,155
FED HOME LOAN MORT CORP	12	120,000,000.00	119,978,500.00	9.32	1.556	1,402
FEDERAL NATIONAL MORT. ASSOC.	12	120,000,000.00	120,025,500.00	9.32	1.462	1,504
BNP PARIBAS FORTIS SA/NY	1	20,000,000.00	20,000,000.00	1.55	0.791	69
General Electric Company	2	20,000,000.00	21,466,500.00	1.67	1.375	372
IBM CORP	2	20,000,000.00	19,740,600.00	1.53	1.682	996
INT'L BANK RECON & DEVELOP	1	10,000,000.00	9,597,900.00	0.78	1.208	755
JP MORGAN CHASE BANK	1	10,000,000.00	10,000,000.00	0.78	1.029	703
MIDDLE FORK JPA	1	81,572,498.61	81,572,498.61	6.34	3.519	7,214
Mid Placer Public School Trans	1	142,635.69	142,635.69	0.01	2.300	1,077
Mizuho Bank LTD	1	25,000,000.00	25,000,000.00	1.94	0.618	70
mPower Folsom	3	3,144,767.04	3,144,767.04	0.24	1.267	7,002
mPower Placer	7	41,919,653.98	41,971,103.98	3.26	3.977	7,037
Microsoft Corp	2	20,000,000.00	20,001,600.00	1.55	1.582	1,088
NATEXIS BANQ POPULAIR NY	1	10,000,000.00	10,000,000.00	0.78	0.456	39

PLACER COUNTY 2015/16
Summary by Issuer
June 30, 2016

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Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 365	Average Days to Maturity
PLACER COUNTY CASH	2	60,701,609.92	60,701,609.92	4.72	0.000	1
Rabobank Nederland	1	40,000,000.00	40,000,000.00	3.11	0.720	24
RIVER CITY BANK	1	6,000,000.00	6,000,000.00	0.47	0.507	290
City of Rocklin Successor Agcy	1	877,048.80	877,048.80	0.07	1.752	1,034
Svenska Handelsbanken NY	1	50,000,000.00	50,000,000.00	3.88	0.421	28
U.S. TREASURY N/B	5	50,000,000.00	49,792,968.75	3.87	1.166	977
Toyota Motor Credit Corp	5	80,000,000.00	79,836,877.78	6.20	0.867	342
US BANK NA CINCINNATI	1	10,000,000.00	9,992,000.00	0.78	1.405	437
WELLS FARGO & CO.	7	70,000,000.00	71,395,300.00	5.55	1.486	773
WELLS FARGO BANK	1	10,000,000.00	11,439,300.00	0.89	1.525	502
WFB REPURCHASE-SWEEP	1	50,466,799.66	50,466,798.66	3.92	0.000	1
WAL-MART STORES	1	10,000,000.00	10,042,000.00	0.78	1.861	597
Total and Average	104	1,283,020,441.56	1,287,165,428.09	100.00	1.343	1,358

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

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

SUBJECT:

Approval of Annual Agreement
between Atkinson, Andelson, Loya, Ruud, and Romo
and the Western Placer Unified School District

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Gabe Simon, Ed.D. *GS*
Assistant Superintendent of Personnel Services

ENCLOSURES:

Agreement

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

The Western Placer Unified School District and Atkinson, Andelson, Loya, Ruud, and Romo approve of the legal services agreement. This agreement addresses legal services for the 16/17 school year.

RECOMMENDATION:

Administration recommends the Board of Trustees approve the 16/17 legal services agreement between Atkinson, Andelson, Loya, Ruud, and Romo and the Western Placer Unified School District.

AGREEMENT FOR SPECIAL SERVICES

I. PARTIES

This Agreement for Special Services ("Agreement") is entered into by and between the law firm of ATKINSON, ANDELSON, LOYA, RUUD & ROMO, a professional corporation, hereinafter referred to as the "Law Firm" and, WESTERN PLACER UNIFIED SCHOOL DISTRICT, hereinafter referred to as "District."

II. PURPOSE

The District desires to retain and engage Law Firm to perform legal and, upon request, non-legal consultant services on the District's behalf. Law Firm accepts this engagement on the terms and conditions contained in this Agreement.

III. TERMS AND CONDITIONS

A. Fees for Services

1. Standard Hourly Rate Services

District agrees to pay the Law Firm at the following standard hourly rates:

Senior Partners	\$270.00
Partners/Senior Counsel	\$265.00
Senior Associates	\$255.00
Associates	\$250.00
Non-Legal Consultants	\$200.00
Electronic Technology Litigation Specialist	\$190.00
Senior Paralegals/Law Clerks	\$185.00
Paralegals/Legal Assistants	\$175.00

2. Fixed Fee Services

District agrees to pay the Law Firm a fixed fee for the following services:

A full day of training (up to 8 hours)	\$4,500
A half day of training (up to 4 hours)	\$3,000
A two hour training	\$2,500
A one hour training	\$1,750

The Law Firm may modify legal services rates effective July 1st of any year by providing at least thirty (30) days' written notice to District; however, should District object in writing to the modified rates within the thirty (30) day period, no change will be made until the rate is mutually agreed to by the parties.

3. Fee Arrangements for Specialized Legal Services

For specialized litigation and transactional services in the areas of construction, procurement, technology, prevailing wage, real property, CEQA, mitigation negotiations, school and college finance, tax, bankruptcy, copyright, non-profit organizations, immigration and appellate law, the District agrees to pay Law Firm at rates higher than the standard hourly rates for special projects or particular scopes of work. The Law Firm shall inform the District of the rates for specialized services and the Superintendent or designee shall agree to such rates in writing prior to any billings for specialized legal services by the Law Firm.

4. Costs and Expenses

In addition to the fees described above, the District agrees to pay a five percent (5%) "administrative fee" calculated and based on the total monthly billed fees to cover certain operating expenses of the Law Firm incurred in providing services to the District. This administrative fee is in lieu of charging the District for Westlaw, photocopies, automobile mileage, parking, facsimiles, telephone, document preparation, and postage.

Costs relating to fees charged by third parties retained to perform services ancillary to the Law Firm's representation of District are not included in the administrative fee and are charged separately. These include, but are not limited to, deposition and court reporter fees, transcript costs, witness fees (including expert witnesses), process server fees, and other similar third party fees. The Law Firm shall not be obligated to advance costs on behalf of the District; however, for purposes of convenience and in order to expedite matters, the Law Firm reserves the right to advance costs on behalf of the District with the prior approval of the Superintendent or designee in the event a particular cost item exceeds \$2,000.00 in amount, and without the prior approval of the Superintendent or designee in the event a particular cost item totals \$2,000.00 or less.

If the Law Firm retains, with authorization from the District, experts or outside consultants for the benefit of the District, rather than the District contracting directly with any expert or outside consultant, the District agrees to pay a five percent (5%) "consultant processing fee" in addition to the actual costs paid by the Law Firm to the expert or outside consultant in order to offset related costs to the Law Firm resulting from administering and initially paying such expert and outside consultant fees on behalf of the District. This fee shall not apply to the services of Law Firm-provided non-legal consultants as set forth in paragraph F., below.

B. Billing Practices

1. A detailed description of the work performed and the costs and expenses advanced by the Law Firm will be prepared on a monthly basis as of the last day of the month and will be mailed to the District on or about the 15th of the following month, unless other arrangements are made. Payment of the full amount due, as reflected on the monthly statement,

will be due to the Law Firm from the District by the 10th of the month following delivery of the statement, unless other arrangements are made. In the event that there are funds of the District in the Law Firm's Trust Account at the time a monthly billing statement is prepared, funds will be transferred from the Law Firm's Trust Account to the Law Firm's General Account to the extent of the balance due on the monthly statement and a credit will be reflected on the monthly statement. Any balance of fees or costs advanced remaining unpaid for a period of 30 days will be subject to a 1% per month service charge.

2. The Law Firm shall bill in one-quarter hour increments.

3. Certain tasks shall be billed at established minimum time increments. These include: (a) telephone conference (.25 hour), (b) electronic correspondence (.25 hour), (c) standard written correspondence (.50 hour), (d) provide a document (.50 hour)

4. The Law Firm may charge the full hourly rate to more than one client for services provided concurrently during the same time period. For example, in the course of traveling to the District or while providing legal services at the District, it may be necessary for the Law Firm to provide billable services to other clients.

5. District agrees to review the Law Firm's monthly statements promptly upon receipt and to notify the Law Firm, in writing, with respect to any disagreement with the monthly statement. Failure to communicate written disagreement with the Law Firm's monthly statement within thirty (30) days of the District's receipt thereof shall be deemed to signify the District's agreement that the monthly billing statement accurately reflects the services performed; and the proper charge for those services.

C. Termination of Representation on a Particular Matter

The Law Firm reserves the right to discontinue the performance of legal services on behalf of the District on a particular matter upon the occurrence of any one or more of the following events:

1. Upon order of a court of law requiring the Law Firm to discontinue the performance of legal services;

2. Upon a determination by the Law Firm in the exercise of its reasonable and sole discretion, that state or federal legal ethical principles require it to discontinue the performance of legal services;

3. Upon a failure of the District to perform any of the District's obligations with respect to the payment of the Law Firm's fees, costs or expenses as reflected on the monthly bill;

4. Upon a failure of the District to perform any of the District's obligations with respect to the duty of cooperation with the Law Firm in connection with the Law Firm's representation of the District.

In the event that the Law Firm ceases to perform services for the District on a matter, the District agrees that it will promptly pay to the Law Firm any and all unpaid fees and costs

advanced, and retrieve all of its files, signing a receipt therefor. Further, the District agrees that, with respect to any litigation where the Law Firm has made an appearance in a court of law on its behalf, the District will promptly execute an appropriate Substitution of Attorney form. Any termination of Law Firm's representation on such a matter may be subject to approval by the applicable court of law.

D. Consent to Joint Representation

The District acknowledges that from time to time Law Firm may be asked to perform legal services on a matter affecting two or more public education local agencies. In such situations before proceeding with representation, Law Firm shall seek separate written consent to joint representation from all involved parties if permissible according to ethical principles applicable to attorneys. The District acknowledges that it is often in the best interest of the District for such representation to commence without undue delay which may result from waiting until a regularly-scheduled Board meeting. Therefore, pursuant to Education Code section 7, the Governing Board of the District hereby delegates to the Superintendent or designee authority to consent to joint representation in the circumstances described in this paragraph.

E. Client Cooperation

The District agrees to fully cooperate with the Law Firm in connection with the Law Firm's representation of the District, including but not limited to, attending mandatory court hearings and other appearances, making its employees and officials available, and providing accurate information documentation necessary to enable the Law Firm to adequately represent the District.

F. Services performed by Law Firm-provided Non-legal Consultants

The Law Firm has an affiliation with non-legal consultants who are available to provide services in areas including, but not limited to, personnel/business office audits, human resources/collective bargaining consultation, special education consultation, public/employee relations surveys and communications, media and public relations, budget analysis/support services, instructional coaching/counseling at school improvement sites, leadership coaching, board/superintendent relations and best practices, and interim management placement.

Because the Law Firm has a financial interest in the District's use of these affiliated non-legal consultants, the rules of the State Bar of California require that the District provide its informed written consent to this arrangement to prior to utilizing these services. Execution of this Agreement shall be deemed "informed consent" for the purpose of this paragraph. The District is hereby advised that it may seek the advice of an independent attorney of your choice prior to providing such written consent.

Please also be advised that because the services of these non-legal consultants are provided to the District outside of the attorney-client relationship, communications with these non-legal consultants will not be protected from disclosure by the attorney-client privilege.

G. Consent to Law Firm Communication

As part of our commitment to client service, the Law Firm will send the District periodic alerts on case developments and legislative changes, and notices of breakfast briefings, conferences, and other training opportunities designed to help the District with daily legal concerns. The Law Firm will send those and other additional service notices to the District via regular mail and/or electronic mail at the email address which you designate or the email used in your daily communications with us. By execution of this Agreement, the District and designated contact(s) consent to receive such communications by electronic mail subject to the right to unsubscribe at any time.

H. Miscellaneous

1. The Law Firm maintains errors and omissions insurance coverage applicable to the services to be rendered.

2. The parties agree that the Law Firm, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

3. After a file on a matter is closed, the District has a right to request the Law Firm to return the file to the District. Absent such a request, the Law Firm shall retain the file on the District's behalf.

IV. BINDING ARBITRATION

The parties agree that all disputes which arise between the District and the Law Firm, whether financial or otherwise regarding the attorney-client relationship, shall be resolved by binding arbitration. The parties agree to waive their right to a jury trial and to an appeal.

If any dispute arises out of, or related to, a claimed breach of this agreement, the professional services rendered by attorneys, or any other disagreement of any nature, type, or description, regardless of the facts or the legal theories which may be involved, including attorney malpractice, such dispute shall be resolved by binding arbitration by a single arbitrator. Each side will bear its own costs and attorney fees. The parties agree to waive their right to a jury and to an appeal.

V. DURATION

This Agreement shall commence on July 1, 2016 and shall thereafter continue until work is completed or the Agreement is modified in writing by agreement between the Law Firm and the District.

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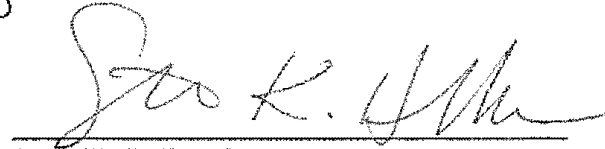
Either the District or the Law Firm may terminate this Agreement on thirty (30) days' written notice.

"Law Firm"

ATKINSON, ANDELSON, LOYA, RUUD &
ROMO

Dated: 5-31-14

By:


Scott K. Holbrook

"District"

WESTERN PLACER UNIFIED SCHOOL
DISTRICT

Dated: _____

By: _____

Scott Leaman
Superintendent

**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:

Extension of Agreement
between Lozano Smith
and the Western Placer Unified School District

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Gabe Simon, Ed.D. *GS*
Assistant Superintendent of Personnel Services

ENCLOSURES:

Agreement

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

The Western Placer Unified School District and Lozano Smith approve of the extension of the existing 15/16 agreement. This agreement addresses legal services for the 16/17 school year.

RECOMMENDATION:

Administration recommends the Board of Trustees approve the extension of the 15/16 agreement through the 16/17 school year between Lozano Smith and the Western Placer Unified School District.

AGREEMENT FOR LOZANO SMITH LEGAL SERVICES

THIS AGREEMENT is effective July 1, 2015, between the Western Placer Unified School District ("Client") and the law firm of Lozano Smith, LLP ("Attorney").

Client and Attorney agree as follows:

Client hires Attorney as its legal counsel with respect to matters the Client refers to Attorney. Attorney shall provide legal services to represent Client in such matters, keep Client informed of significant developments and respond to Client's inquiries regarding those matters. Client understands that Attorney cannot guarantee any particular results, including the costs and expenses of representation. Client has been advised of the right to seek independent legal advice regarding this Agreement.

Client agrees to pay Attorney for services rendered based on the attached rate schedule. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects (including as set forth in future addenda to this Agreement).

Attorney shall send Client a statement for fees and costs incurred every calendar month. Statements shall set forth the amount, rate and description of services provided. Client shall pay Attorney's statements within thirty (30) calendar days after receipt. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) calendar days past due, not to exceed 10% per annum.

In addition to regular telephone, mail and other common business communication methods, Client authorizes Attorney to use facsimile transmissions, cellular telephone calls, unencrypted email, and other computer transmissions in communicating with Client. Unless otherwise instructed by Client, any such communications may include confidential information.

Client may discharge Attorney at any time by written notice. Unless otherwise agreed, and except as required by law, Attorney will provide no further services after receipt of such notice. Attorney may withdraw its services with Client's consent or as allowed or required by law. Upon discharge or withdrawal, Attorney shall transition all outstanding legal work and services to others as Client shall direct.

SO AGREED:

WESTERN PLACER UNIFIED SCHOOL
DISTRICT



Scott Leaman
Superintendent

6/3/15

Date

LOZANO SMITH, LLP

 May 28, 2015

Karen M. Rezendes
Managing Partner

Date



PROFESSIONAL RATE SCHEDULE
FOR WESTERN PLACER UNIFIED SCHOOL DISTRICT
(Effective July 1, 2015)

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate*:

Partner / Senior Counsel / Of Counsel	\$ 215 - \$ 295 per hour
Associate	\$ 180 - \$ 250 per hour
Paralegal / Law Clerk	\$ 125 - \$ 150 per hour
Consultant	\$ 125 - \$ 195 per hour

* Rates for Specific Attorneys Available Upon Request

2. BILLING PRACTICE

Lozano Smith will provide a monthly, itemized statement for services rendered. Time billed is broken into 1/10 (.10) hour increments, allowing for maximum efficiency in the use of attorney time. Invoices will clearly indicate the department or individuals for whom services were rendered.

Written responses to audit letter inquiries will be charged to Client on an hourly basis, with the minimum charge for such responses equaling .5 hours. Travel time shall be prorated if the assigned attorney travels for two or more clients on the same trip.

3. COSTS AND EXPENSES

In-office copying/electronic communication printing	\$ 0.25 per page
Facsimile	\$ 0.25 per page
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

INFORMATION

DISCUSSION

ACTION

ITEMS

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of Lease-Leaseback Agreement with
Landmark Construction for the Lincoln High
School Farm Improvements Project

AGENDA ITEM AREA:

Action

REQUESTED BY:

Michael Adell
Director of Facilities

ENCLOSURES:

Yes

DEPARTMENT:

Facilities

FINANCIAL INPUT/SOURCE:

Fund 21

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

In 2014, the California Careers Pathway Trust awarded Western Placer Unified School District a grant for \$4,438,152.00 for improvements to the Lincoln High School Farm facilities and associated program components. Due to the current need for code compliant facilities, including ADA compliant restrooms and paths of travel, a majority of the grant is intended for improvements to the site and new facilities at the Farm. LPA Architects has provided the architectural and engineering services for the project and the plans and specifications for the project have been approved by the Division of the State Architect.

Landmark Construction has been selected as the primary lease-leaseback entity to enter into negotiations and execute the Lease-Leaseback Agreement, Site Lease Agreement, Sublease Agreement, and other necessary documents in order to complete the Lincoln High School Farm Improvements project including, but not limited to, construction of a new shop building, building pad for new restroom portable, new well and fire suppression system tank, underground utilities connections, site demolition, grading, paving, and building signage. Negotiations of the Lease-Leaseback Agreement including a Guaranteed Maximum Price of \$3,178,325.15, for the project are complete and are in order for execution by the District.

RECOMMENDATION:

Staff recommends the Board of Trustees approve the Lease-Leaseback Agreement with Landmark Construction for the Lincoln High School Farm Improvements Project.

LEASE-LEASEBACK AGREEMENT

Dated as of August 3, 2016

Between

Western Placer Unified School District

and

Landmark Construction

Lincoln High School Farm Improvements Project

6001 William Lane, Lincoln, California 95648

LEASE-LEASEBACK AGREEMENT
Lincoln High School Portables Relocation Project

THIS LEASE-LEASEBACK AGREEMENT (this "Agreement") is entered into as of _____, 2016 between the Western Placer Unified School District, a California public school district (the "Owner"), and Landmark Construction, a California [corporation] and licensed general contractor (the "Contractor"). Owner and Contractor are each a "Party" and together are the "Parties" to this Agreement.

The Owner intends to make certain improvements to its Farm Site (the "School Facilities") on the campus of its Lincoln High School Farm, located at 6001 William Lane, Lincoln, CA 95648.

In order to optimize the work that needs to be done for construction of the School Facilities, the Owner has determined that it is necessary to begin work as soon as possible so that the Project can be performed in a timely, cost-effective, and cooperative manner to meet the Owner's compressed time schedule for the planned completion and use of the School Facilities.

The Owner intends to undertake certain tenant improvements, the scope of which is described generally in Article 1 and *Exhibit A* below, at the School Facilities (the "Project").

California Education Code Section 17406 permits the governing board of school district, without advertising for bids, to lease to any person, firm, or corporation any real property owned by the school district if the instrument by which such property is leased requires the lessee to construct on the leased premises, or provide for the construction thereon, of a building for the use of the school district during the term of the lease, and provides that title to that building shall vest in the school district at the expiration of the lease.

In connection with the approval of this Agreement, the Owner will enter into a site lease with Contractor (the "Site Lease"), under which it will lease the Project site described and depicted in Exhibit A of the Site Lease (the "Site") to Contractor in order for Contractor to construct the Project as described in the Scope of Work set forth in *Exhibits A and B* to this Agreement (the "Scope of Work").

Contractor will lease the Site and the Project back to the Owner pursuant to a Sublease Agreement (the "Sublease"), under which the Owner will be required to make lease payments to Contractor for the use and occupancy of the Site, including the Project.

Upon completion of the Project or termination of the Agreement, the Site Lease and Sublease automatically will terminate and title to the Site and Project automatically will vest with the Owner.

The Owner and Contractor desire to enter into this Agreement to ensure that the Project will meet the Owner's expectations prior to the lease of the Site back to the Owner pursuant to the Sublease.

Contractor is experienced in the construction of the type of School Facilities and type of work desired by the Owner and is willing to perform said construction work for the Owner, all as more fully set forth this Agreement.

The Owner and Contractor therefore agree as follows:

SC071533.DOC

- 1 -

Lease-Leaseback Agreement
Project
at _____ School

ARTICLE 1. SCOPE OF WORK. The Contractor agrees to furnish all labor, equipment and materials, including tools, implements, and appliances required, and to perform all the work in a good and workmanlike manner, free from any and all liens and claims from mechanics, material suppliers, subcontractors, artisans, machinists, teamsters, freight carriers, and laborers required for:

**LINCOLN HIGH SCHOOL FARM IMPROVEMENTS PROJECT
AT LINCOLN HIGH SCHOOL FARM
PLACER COUNTY, CALIFORNIA,**

all in strict compliance with the plans, drawings and specifications for the Project prepared by:

LPA, INC., 431 I STREET, SUITE 107, SACRAMENTO, CA 95814, (916) 287-2400

and other contract documents relating to the Project.

In accordance with California Public Contract Code Section 3300, Contractor has a Class "B" license that Contractor shall maintain in good standing for the duration of Contractor's work on the Project.

Further, Contractor agrees to obtain third party financing, if necessary, from Commerce Bank at an interest rate of 4% in order to construct the Project.

ARTICLE 2. CONTRACT DOCUMENTS. The Contractor and the Owner agree that this Agreement, all of the documents listed in Article 1.1.1 of the General Conditions attached as *Exhibit C* (the "General Conditions"), the Site Lease, and the Sublease, together form the "Contract Documents," which form the "Contract."

ARTICLE 3. TIME TO COMPLETE AND LIQUIDATED DAMAGES.

Time is of the essence in this Contract. Contractor shall complete its Work at the Site on or before April 28, 2017 ("Date for Completion").

Failure to complete the Project, or applicable phases of the Project, within the date(s) and in the manner provided for by the Contract Documents, shall subject the Contractor to liquidated damages for each calendar day by which such completion is delayed beyond the applicable Date for Completion. For purposes of liquidated damages, the concept of substantial completion shall not constitute completion and is not part of the Contract Documents. The actual occurrence of damages and the actual amount of the damages which the Owner would suffer if the Project were not completed by the applicable Date for Completion are dependent upon many circumstances and conditions which could prevail in various combinations and, from the nature of the case, it is impracticable and extremely difficult to fix the actual damages. Damages that the Owner would suffer if completion is delayed include, but are not limited to, loss of the use of the Project, disruption of activities, costs of administration, supervision and the incalculable inconvenience and loss suffered by the public.

Accordingly, the Parties agree that the following dollar figure shall be the amount of damages which the Owner shall directly incur upon failure of the Contractor to complete the Project, or applicable parts

thereof, within the time specified: \$200.00, for each calendar day by which completion of the Project, or applicable parts thereof, is delayed beyond the Date for Completion as adjusted by change orders.

If the Contractor becomes liable under this Article, the Owner, in addition to all other remedies provided by law, shall have the right to withhold all retained percentages of payments and/or sublease payments, and to collect the interest thereon, which would otherwise be or become due the Contractor until the liability of the Contractor under this Article has been finally determined. If the retained percentages and withheld sublease payments are not sufficient to discharge all liabilities of the Contractor incurred under this Article, then the Contractor and its sureties shall continue to remain liable to the Owner for such liabilities until all such liabilities are satisfied in full.

If the Owner accepts any work or makes any payment under this Agreement after a default by reason of delays, the payment or payments shall in no respect constitute a waiver or modification of any Agreement provisions regarding time of completion and liquidated damages.

ARTICLE 4. TOTAL SUBLEASE AMOUNT. The total amount set aside by the Owner for performance of all work required by the Contract for the Project shall be **\$3,178,325.15**, based upon the Scope of Work set forth in *Exhibits A* and *B* of this Agreement ("Total Sublease Amount"). Except as otherwise provided in the General Conditions, the Contractor shall assume the risk of all costs in excess of the Total Sublease Amount in the performance of such work and shall not be entitled to additional payments because of such excess costs. Should the Contractor believe that it is entitled to an increase in the Total Sublease Amount or a time extension for completion, it must request it pursuant to the procedures in the General Conditions for change orders and claims.

The Contractor's cost breakdown of the Total Sublease Amount is attached (see *Exhibit D*) as Contractor's schedule of values for the Project, as required by Section 9.2.1.A of the General Conditions.

Contractor shall finance the cost of construction of the Project. The Owner shall pay Contractor sublease payments pursuant to the terms and conditions of Section 6 of the Sublease (the "Sublease Payments"), which terms and conditions all elements described in Section 6 of the Sublease. The sum of the Sublease Payments shall not exceed the Total Sublease Amount established under this Article 4. Sublease Payments shall be in accordance with the Sublease.

To the extent that the Total Sublease Amount includes any amounts for contingencies or allowances, the use of such funds is entirely at the discretion, and only with the advanced written approval, of the Owner. At the completion of the Project, all such funds that are unspent and unencumbered shall remain the property of the Owner and Contractor shall have no claim to such funds.

ARTICLE 5. CHANGES. Changes in this Agreement or in the Work to be done under this Agreement shall be made as provided in the General Conditions.

ARTICLE 6. TERM AND TERMINATION. The term of the Contract (the "Lease Term") begins on the date shown on page 1 above and automatically ends on June 30, 2017 after construction of the Project is complete or the Contract is terminated, all in accordance with the General Conditions. All of the covenants, representations and warranties set forth in the Contract, including indemnification obligations, that are intended to bind the Parties after the completion of the Project or termination of the Contract will survive such completion or termination for the periods provided for in the Contract or otherwise allowed

by law. The Owner or Contractor may terminate the Contract as provided in the General Conditions. The Site Lease and the Sublease each shall automatically end at the same time as this Agreement, with the Parties' respective leasehold interests thereunder automatically ended and released, and title to the Site and Project automatically and fully vested in the Owner.

ARTICLE 7. PREVAILING WAGES. The Project is a public work, the Work shall be performed as a public work, and under California Labor Code Section 1770 *et seq.*, the Director of the California Department of Industrial Relations ("DIR") has determined the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work in the locality in which the work is to be performed, for each craft, classification or type of worker needed to execute this Contract. Per diem wages shall be deemed to include employer payments for health and welfare, pension, vacation, apprenticeship or other training programs, and similar purposes. Copies of the rates are on file at the Owner's principal office. The rate of prevailing wage for any craft, classification or type of workmanship to be employed on this Project is the rate established by the applicable collective bargaining agreement which rate so provided is hereby adopted by reference and shall be effective for the life of this Agreement or until the Director of the DIR determines that another rate be adopted. It shall be mandatory upon the Contractor and on any subcontractor to pay not less than the said specified rates to all workers employed in the execution of this Agreement.

The Contractor and any subcontractor under the Contractor as a penalty to the Owner shall forfeit not more than Two Hundred Dollars (\$200.00) for each calendar day or portion thereof for each worker paid less than the stipulated prevailing rates for such work or craft in which such worker is employed. The difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage rate shall be paid to each worker by the Contractor.

The Contractor and each Subcontractor shall keep or cause to be kept an accurate record for work on this Project showing the names, addresses, social security numbers, work classification, straight time and overtime hours worked and occupations of all laborers, workers and mechanics employed by them in connection with the performance of this Contract or any subcontract thereunder, and showing also the actual per diem wage paid to each of such workers, which records shall be open at all reasonable hours to inspection by the Owner, its officers and agents and to the representatives of the Division of Labor Standards Enforcement of the DIR. Contractor and all subcontractors shall comply with Labor Code section 1776. In accordance with Labor Code section 1771.4(a)(1), the Project is subject to compliance monitoring and enforcement by the DIR. The Contractor and each subcontractor shall furnish a certified copy of all payroll records directly to the Labor Commissioner on a monthly basis, unless directed by the Owner to furnish such records more often, and in the format prescribed by the Labor Commissioner.

As a public work, the Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. In order to be qualified to submit a bid or to be listed in a bid proposal subject to the requirements of Public Contract Code section 4104, or enter into, or engage in the performance of any contract of public work (as defined by Division 2, Part 7, Chapter 1 (§§1720 *et seq.*) of the Labor Code), a contractor or subcontractor must be currently registered and qualified under Labor Code section 1725.5 to perform public work as defined by Division 2, Part 7, Chapter 1 (§§1720 *et seq.*) of the Labor Code.

ARTICLE 8. WORKING HOURS. Under California Labor Code Sections 1810 to 1815, the time of service of any worker employed by the Contractor or a Subcontractor doing or contracting to do any part of

the Work contemplated by this Agreement is limited and restricted to 8 hours during any one calendar day and 40 hours during any one calendar week, provided, that work may be performed by such employee in excess of said 8 hours per day or 40 hours per week provided that compensation for all hours worked in excess of 8 hours per day, and 40 hours per week, is paid at a rate not less than 1½ times the basic rate of pay. The Contractor and every Subcontractor shall keep an accurate record showing the name of and the actual hours worked each calendar day and each calendar week by each worker employed by them in connection with the Work. The Contractor and every Subcontractor shall keep the records open at all reasonable hours to inspection by representatives of the Owner and the Division of Labor Law Enforcement. The Contractor shall as a penalty to the Owner forfeit \$25.00 for each worker employed in the execution of this Agreement by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any one calendar day, and 40 hours in any one calendar week, except as herein provided.

ARTICLE 9. APPRENTICES. The Contractor shall comply with California Labor Code Sections 1777.5 and 1777.6. These sections require that contractors and subcontractors employ apprentices in apprenticeable occupations in a ratio of not less than 1 hour of apprentice's work for each 5 hours of work performed by a journeyman (unless an exemption is granted in accordance with Section 1777.5) and that contractors and subcontractors shall not discriminate among otherwise qualified employees as indentured apprentices on any public works solely on the ground of sex, race, religious creed, national origin, ancestry or color. Only apprentices as defined in Labor Code Section 3077, who are in training under apprenticeship standards and who have signed written apprentice agreements, will be employed on public works in apprenticeable occupations. The responsibility for compliance with these provisions is fixed with the Contractor for all apprenticeable occupations.

ARTICLE 10. SKILLED AND TRAINED WORKFORCE. The Contractor shall comply with Education Code section 17407.5, which requires the Contractor and its subcontractors at every tier to employ a skilled and trained workforce, as defined herein, to perform all work on the Project that falls within an apprenticeable occupation in the building and construction trades.

For the purpose of this Article, the following definitions apply:

- A. "Apprenticeable occupation" means an occupation for which the Division of Apprenticeship Standards of the DIR had approved an apprenticeship program before January 1, 2014.
- B. "Skilled and trained workforce" means that all of the workers are either apprentices registered in an apprenticeship program approved by the DIR, or skilled journeypersons, with at least 30 percent of the skilled journeypersons employed on the Project in an apprenticeable occupation by Contractor or any of its subcontractors at every tier being graduates of an apprenticeship program for the applicable occupation that was either approved by the DIR or was located outside of California and approved for federal purposes.
- C. "Skilled journeyman" means any of the following: (i) a person who has graduated from an apprenticeship program approved by the DIR, (ii) a person who has graduated from an apprenticeship program located outside of California and approved for federal purposes in accordance with regulations adopted by the federal Secretary of Labor, or (iii) a person

who has at least as many hours of on-the-job experience in the applicable occupation as would be required to graduate from an apprenticeship program approved by the DIR.

Contractor shall provide monthly compliance reports to the Owner while the Project is being performed, using the format attached hereto as *Exhibit E*, or in a substantially similar format, demonstrating compliance with this Article. Such monthly compliance reports shall be subject to the California Public Records Act (commencing with Government Code section 6250), and shall be open to public inspection.

If Contractor fails to comply with this Article then Owner, at its sole discretion, may terminate the Agreement pursuant to Article 14 of the General Conditions, in addition to any other rights or remedies provided to Owner in the Contract Documents. Notwithstanding any other provision of the Agreement or the General Conditions, if Contractor fails to provide any required monthly compliance report pursuant to this Article on or before the last business day of each month while the Project is being performed, Owner shall immediately cease making payments to Contractor that would otherwise be due and payable under the terms of this Agreement, until any and all monthly compliance reports for any preceding month have been submitted to the Owner.

ARTICLE 11. DSA OVERSIGHT PROCESS. The Contractor must comply with the applicable requirements of the Division of State Architect ("DSA") Construction Oversight Process ("DSA Oversight Process"), including but not limited to (a) notifying the Inspector of Record ("IOR") upon commencement and completion of each aspect of the work as required under DSA Form 156; (b) coordinating the Work with the IOR's inspection duties and requirements; (c) submitting verified reports under DSA Form 6-C; and (d) coordinating with the Owner, Owner's Architect, any Construction Manager, any laboratories, and the IOR to meet the DSA Oversight Process requirements without delay or added costs to the Project.

Contractor shall be responsible for any additional DSA fees related to review of proposed changes to the DSA-approved construction documents, to the extent the proposed changes were caused by Contractor's wrongful actions or omissions. If inspected work is found to be in non-compliance with the DSA-approved construction documents or the DSA-approved testing and inspection program, then it must be removed and corrected. Any construction that covers unapproved or uninspected work is subject to removal and correction, at Contractor's expense, in order to permit inspection and approval of the covered work in accordance with the DSA Oversight Process.

ARTICLE 12. SELECTION OF SUBCONTRACTORS. Contractor shall conduct a competitive process for the selection of subcontractors for construction of the Project. In the interest of minimizing the expenditure of funds for the construction of the Project, the Contractor agrees to select appropriately licensed subcontractors for each trade component of the Project in a manner that fosters competition. Contractor agrees that it will either solicit bids from subcontractors pursuant to the competitive bid procedures set forth in the Public Contract Code, including the specific provisions of Public Contract Code section 20110 *et seq.*, or that it will utilize an informal bidding process established by the Contractor and approved in advance by Owner. If Contractor chooses to select subcontractors pursuant to an informal bidding process, unless the Parties otherwise agree in writing, on a trade by trade basis, Contractor's procedure shall include, at a minimum, publication of a notice calling for bids for each trade component of the Project once a week for two weeks in customary trade publications. Further, unless the Parties otherwise agree in writing, on a trade by trade basis, Contractor shall make every reasonable effort to ensure that it receives at least three competitive bids from subcontractors for each trade component of the Project (including each trade component that Contractor proposes to undertake with its own forces, unless

Owner directs otherwise). Contractor shall inform all bidders that the Owner will not be a party to any contracts for construction services executed by the Contractor and selected bidders. However, the Owner reserves the right to oversee the bidding process, and in no case will the Contractor award any subcontracts until the Owner has concurred with the selection, scope, and price of the subcontracted services. Contractor shall submit a listing of proposed subcontractors with associated breakdown of bid values to the Owner for the Owner's review. In addition, at the Owner's request, Contractor shall provide the Owner with full documentation regarding the bids or competitive quotes received by the Contractor. In no event shall such documentation be redacted or obliterated. If Contractor does not comply with this provision, the Owner may terminate this Agreement. Following Owner's concurrence with the selection, scope, and price of subcontracted services, Contractor shall not make any changes in same without Owner's express written approval of the proposed changes, which approval shall be in Owner's sole discretion. Owner reserves the right to terminate this Agreement if Contractor does not comply with this provision.

ARTICLE 13. PREQUALIFICATION OF CONTRACTOR AND CERTAIN SUBCONTRACTORS.

Owner has determined that the Project is subject to the requirements of Public Contract Code section 20111.6. Accordingly, the Owner has required that Contractor and all electrical, mechanical, and plumbing subcontractors to be utilized on the Project complete and submit to the Owner a standardized prequalification questionnaire and financial statement. The questionnaire and financial statement has been verified under oath by the prequalification applicants in the manner in which civil pleadings in civil actions are verified. The questionnaires and financial statements are not public records and are not open to public inspection.

The Owner has adopted and applied a uniform system of rating the prequalification applicants on the basis of the completed questionnaires and financial statements. The questionnaire and financial statement, and the uniform system of rating applicants cover, at a minimum, the issues covered by the standardized questionnaire and model guidelines for rating bidders developed by the DIR pursuant to Public Contract Code section 20101(a).

If the Project includes electrical, mechanical, or plumbing components that will be performed by electrical, mechanical, or plumbing contractors, then a list of prequalified general contractors and electrical, mechanical, and plumbing subcontractors has been or will be made available by the Owner to all bidders at least five business days prior to the dates fixed for the receiving and opening of bids on the Project.

In addition, each prospective contractor and electrical, mechanical, and plumbing subcontractor on the Project has been furnished by the Owner with a standardized proposal form that, when completed and executed, has been or will be submitted as his or her bid. Bids not presented on the forms so furnished shall be disregarded. A proposal form has not and will not be accepted from any person or other entity that is required to submit a completed questionnaire and financial statement for prequalification or from any person or other entity that uses a subcontractor that is required to submit a completed questionnaire and financial statement for prequalification, but has not done so at least 10 business days prior to the date fixed for the receiving and opening of bids on the Project or has not been prequalified for at least five business days prior to that date.

For purposes of this Article, electrical, mechanical, and plumbing subcontractors are contractors licensed pursuant to Section 7058 of the California Business and Professions Code, specifically contractors holding C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, and C-46 licenses, pursuant to regulations of the Contractors' State License Board.

ARTICLE 14. INDEMNIFICATION, INSURANCE, AND BONDS. The Contractor will defend, indemnify and hold harmless the Owner, its governing board, officers, agents, trustees, employees and others as provided in the General Conditions.

By this statement the Contractor represents that it has secured the payment of Workers' Compensation in compliance with the provisions of the California Labor Code and during the performance of the work contemplated herein will continue so to comply with said provisions of said Code. The Contractor shall supply the Owner with certificates of insurance evidencing that Workers' Compensation Insurance is in effect and providing that the Owner will receive 30 days' notice of cancellation.

Contractor shall provide the insurance set forth in the General Conditions. The amount of general liability insurance shall be \$1,000,000.00 per occurrence for bodily injury, personal injury, and property damage, and the amount of automobile liability insurance shall be \$1,000,000.00 per accident for bodily injury and property damage combined single limit.

Contractor shall provide the bonds set forth in the General Conditions, including performance and payments bonds.

ARTICLE 15. ENTIRE AGREEMENT. The Contract constitutes the entire agreement between the Parties, and supersedes any prior or contemporaneous agreement between the Parties, oral or written, unless such agreement is expressly incorporated herein. The Owner makes no representations or warranties, express or implied, not specified in the Contract. The Contract is intended as the complete and exclusive statement of the Parties' agreement pursuant to California Code of Civil Procedure section 1856.

ARTICLE 16. EXECUTION OF OTHER DOCUMENTS. The Parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of the Contract.

ARTICLE 17. EXECUTION IN COUNTERPARTS. This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, or an original, with all signatures appended together, shall be deemed a fully executed Agreement.

ARTICLE 18. BINDING EFFECT. Contractor, by execution of this Agreement, acknowledges that Contractor has read this Agreement and the other Contract Documents, understands them, and agrees to be bound by their terms and conditions. The Contract shall inure to the benefit of and shall be binding upon the Contractor and the Owner and their respective successors and assigns.

ARTICLE 19. SEVERABILITY. If a court of competent jurisdiction shall hold any provision of the Contract invalid or unenforceable, then such holding shall not invalidate or render unenforceable any other provision hereof. The laws of the State of California shall govern the Contract. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Placer, subject to transfer of venue under applicable State law, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by Owner.

ARTICLE 20. AMENDMENTS. The terms of the Contract shall not be waived, altered, modified, supplemented, or amended in any manner whatsoever except by written agreement signed by the Parties and approved or ratified by the Owner's Governing Board.

ARTICLE 21. ASSIGNMENT OF CONTRACT. The Contractor shall not assign or transfer by operation of law or otherwise any of its rights, burdens, duties or obligations without the prior written consent of the surety on the payment bond, the surety on the performance bond, and the Owner.

ARTICLE 22. WRITTEN NOTICE. Written notice shall be deemed to have been duly served if delivered in person to the individual or member of the firm or to an officer of the corporation for whom it was intended, or if delivered at or sent by registered or certified or overnight mail to the last business address known to the person who gives the notice.

ARTICLE 23. TERMS NOT DEFINED. Capitalized terms used in this Agreement that are not otherwise defined have the same meaning as in the General Conditions.

ARTICLE 24. PARTIES BOUND BY AGREEMENT. Each person signing this Agreement below warrants and guarantees that he or she is legally authorized to execute this Agreement on behalf of the listed Party and that such execution binds that Party to the terms and conditions of this Agreement.

CONTRACTOR:

**Landmark Construction
a California Corporation**

BY: _____

TITLE: Vice President

BY: _____

TITLE: [Corporate Secretary]

CALIFORNIA CONTRACTOR'S
LICENSE NO.

LICENSE EXPIRATION DATE

OWNER:

Western Placer Unified School District

BY: _____

TITLE: Assistant Superintendent

NOTE: Contractor must give the full business address of the Contractor and sign with Contractor's usual signature. Partnerships must furnish the full name of all partners and the Agreement must be signed in the partnership name by a general partner with authority to bind the partnership in such matters, followed by the signature and designation of the person signing. The name of the person signing shall also be typed or printed below the signature. Corporations must sign with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and designation of the chairman of the board, president or any vice president, and then followed by a second signature by the secretary, assistant secretary, the chief financial officer or assistant treasurer. All persons signing must be authorized to bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. Satisfactory evidence of the authority of the officer signing on behalf of a corporation shall be furnished.

EXHIBIT A - Lease-Leaseback Agreement

SCOPE OF WORK

Western Placer Unified School District

Farm Improvements Project
At Lincoln High School Farm

The Total Sublease Amount is based on the plans, specifications, drawings, and design packages prepared by **LPA, Inc.**, architects for the Owner. The detailed Scope of Work is set forth in said plans, specifications, drawings, and design packages approved by the Division of State Architect as Application No. 02-114054, which are incorporated herein by this reference. Specifically, the Scope of Work includes, but is not limited to, the following: construction of new welding classroom, fire sprinkler storage tank, new well, underground utilities, connections, site demolition, grading, paving, and building signage.

EXHIBIT B - Lease-Leaseback Agreement

Western Placer Unified School District

Farm Improvements Project
At Lincoln High School Farm

The Parties hereby agree that the following items of work are not included in the Scope of Work for the Project:

Purchase of New Portable Restroom

EXHIBIT C – Lease-Leaseback Agreement

Western Placer Unified School District

Farm Improvements Project
At Lincoln High School Farm

General Conditions

[ATTACHED]

EXHIBIT D- Lease-Leaseback Agreement

Western Placer Unified School District

Farm Improvements Project
At Lincoln High School Farm

The Parties hereby agree that the following document is Contractor's calculation of the Total Sublease Amount.

[ATTACHED]

EXHIBIT E- Lease-Leaseback Agreement

Western Placer Unified School District

Farm Improvements Project
At Lincoln High School Farm

SKILLED AND TRAINED WORKFORCE COMPLIANCE REPORT
(Education Code §17407.5)

[To be Signed and Submitted by Contractor to District on or Before the Fifth Business Day of Each Calendar Month During the Performance of the Project]

Owner: WESTERN PLACER UNIFIED SCHOOL DISTRICT

Project: FARM IMPROVEMENTS PROJECT
LINCOLN HIGH SCHOOL FARM
LINCOLN, PLACER COUNTY, CALIFORNIA

The undersigned declares:

I am the _____ [TITLE] of Landmark Construction, the CONTRACTOR on the Project identified above. I hereby certify that during the month of _____, 2016, there were a total of _____ workers employed by Contractor and each of the subcontractors at every tier in an apprenticeable occupation, as defined in the Agreement between the Contractor and the Owner for this Project ("Agreement").

Of the total amount of workers employed in an apprenticeable occupation as stated above, _____ were apprentices registered in an apprenticeship program approved by the Department of Industrial Relations (DIR).

Of the total amount of workers employed in an apprenticeable occupation as stated above, _____ were skilled journeypersons, as defined in the Agreement. These consist of the following:

_____ of the skilled journeypersons identified above are graduates of an apprenticeship program approved by the DIR, or graduates of an apprenticeship program located outside of California, and approved for federal purposes.

_____ of the skilled journeypersons are not graduates of an approved apprenticeship program, but have at least as many hours of on-the-job experience as would be required to graduate from an apprenticeship program approved by the DIR in the applicable occupation. The percentage of skilled journeypersons fitting this description is 30% or less of the total number of skilled journeypersons employed on the Project during the present month.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____, 2016, at [CITY], California.

[Name]

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of Selection of Architectural Firms
To Supplement Existing District Architect Pool

AGENDA ITEM AREA:

Action

REQUESTED BY:

Michael Adell
Director of Facilities

ENCLOSURES:

Yes

DEPARTMENT:

Facilities

FINANCIAL INPUT/SOURCE:

Restricted Facilities Funds

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

On May 2, 2016, the District advertised a Request for Qualifications for Selection of Architectural Services in the Sacramento Bee, posted a public notice on the District website, and mailed the public notice to potential interested parties with a submittal due date of May 20, 2016. Four architectural firms submitted a Statement of Qualifications to the District for consideration. Staff reviewed the Statement of Qualifications and determined three firms met the District's qualifications to be selected for the interview phase.

On June 23, 2016, the Architect Interview Committee consisting of Audrey Kilpatrick (Assistant Superintendent of Business and Operations), Michael Adell (Director of Facilities), and Hannah Ritchie (Facilities Coordinator) interviewed the three firms to evaluate each of the firm's qualifications including campus master planning, school design experience, state agencies experience, project management and administration, assessment of District goals, and educational design philosophy.

Based on the evaluation of the architect interviews, the Architect Interview Committee has recommended the selection of HMC Architects, WLC Architects, and DLR Group to be added to the District's Architect Pool for potential design services of future District projects.

RECOMMENDATION:

Staff recommends the Board of Trustees approve the selection of HMC Architects, WLC Architects, and DLR Group to supplement the existing District Architect Pool.



WESTERN PLACER UNIFIED SCHOOL DISTRICT

STATEMENT OF QUALIFICATIONS TO PROVIDE ARCHITECTURAL SERVICES

May 20, 2018

HMC Architects

May 20, 2016

Mr. Michael Adell
Director of Facilities
Western Placer Unified School District
Facilities Department
600 Sixth Street, Suite 400
Lincoln, CA 95648

Re: Statement of Qualifications to Provide Architectural Services

Dear Mr. Adell and Members of the Selection Committee:



Planning for the future is committing to reflecting on where we are today and focusing valuable time and limited resources to explore, envision, and then set a path for tomorrow.

Our philosophy is one of partnership and integrated teamwork. In addition to comprehensive architectural services, we offer in-house programming, educational specifications, state and local agency management, funding and financial planning, asset management, and high performance and sustainable design services. We will collaborate closely with your staff, members of the District's board, administration, and parent and community groups to develop a comprehensive facilities road map, establishing standards and criteria, identifying projects and timelines, aligning potential financial resources with priorities, while providing flexibility to ensure successful implementation.

By combining our knowledge of local sites and standards with our substantial experience in new construction and modernization planning, we can provide the full range of services you need to make your projects successful. One of the most important considerations in today's landscape is the integration of sustainable design. Not only can these efforts promote valuable resource conservation, they can significantly reduce the cost of building and maintenance over the life of your facility. Our in-house sustainable design studio will work with you to integrate sustainability from the programming phase, ensuring the District will receive the maximum benefit from its green initiatives while still minimizing initial cost.

On behalf of the HMC team, I personally thank you for this opportunity to serve the Western Placer Unified School District. If you have any questions, please feel free to contact me at any time.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Meyers".

Brian Meyers, LEED AP
Principal in Charge
brian.meyers@hmcarchitects.com
916-956-5457 (cell)

SECTION 1

DESCRIPTION
OF FIRM

Founded in 1940 by Jay Dewey Harnish in Ontario, California, Jack Causey and Mel Morgan joined Harnish to form Harnish, Morgan, and Causey in 1960. Jay Harnish retired in 1978, at which time the firm became known as HMC Architects. Today, the firm is one of the largest planning and design firms headquartered in California with nine offices strategically located in California, Nevada, and Arizona.

HMC's work is driven by our mission to collaboratively design a better future to improve and enrich people's lives. Our professionals are passionate about putting design to work in the service of larger and more meaningful goals.

Name of Firm

HMC Architects

Address/Phone

2495 Natomas Park Drive, Studio 655
Sacramento, CA 95833
916 325 1100

Years in Business

76 years

Size

HMC currently has 296 full-time employees firmwide and 15 full-time employees in Sacramento.

Principals of the Firm**Corporate Officers**

Brian Staton, President/CEO
Jerry Eich, Chairman
Michelle Denis, Secretary
Thomas Cavanagh, Assistant Secretary
Gerry Salontai, Assistant Secretary
George Vangelatos, Assistant Secretary
Steven Wilson, Assistant Secretary

Principals/Senior Vice Presidents

Edward Avila
Daniel Benner
Jeff Berrios
Mitchell Carp
Thomas Cavanagh
Jerry Eich
Charles Eyberg
Bradley Glassick
Pasqual Gutierrez
Angel Hosband
John Kay
James Krueger
Brett Leavitt
Chin Lee
Gerard Lee
Ariane Lehw
Arturo Levenfeld
Phan Luc
Pamela Maynard

Forrest McMullen
John Nichols
Steven Prince
Jon Richardson
Kirk Rose
Kenneth Salyer
Mark Schoeman
Harvinder Singh
Brian Staton
Christopher Taylor
Natalie Thomas
George Vangelatos
Stephen Wilkerson
Kevin Wilkeson
Michael Williams
Steven Wilson
Konni Wong-Doi
James Wurst

Work Performed

From the beginning, the firm has provided architecture and interior design for public education that is inviting, high-performing, sustainable, and human-focused. Since HMC's first elementary school was built in 1950, the firm has earned its reputation as a designer of functional, practical and award-winning pre-K-12 educational facilities. We have completed more than 7,500 new construction, modernization and expansion pre-K-12 projects in California.

HMC offers a wide range of services, including feasibility studies, planning, architecture, and interior design. Throughout the firm's history, HMC has established an unequalled reputation as an award-winning designer of education, healthcare, government facilities for public and private clients.

Our in-house services include:

- Needs Assessments
- Master Planning
- Educational Facility Programming
- Educational Specifications
- Facility Assessment and Audit
- Architectural Planning and Design
- Interior Design
- Sustainable Design: CHPS, LEED, HPIG
- DSA, CDE, OPSC and DTSC Coordination
- Project Funding Assistance, including Hardship Funding, High Performance Incentives, Prop 39 and Savings by Design
- Local Bond Consulting
- Specifications and Technical Services
- Construction Administration
- Site Selection Assistance
- Staff Augmentation
- Community Communication and Outreach Strategy
- Asset Management

Project Approach to Meeting the Needs of the District

It is imperative that planning and architecture innovate, synthesize, reflect larger ideas, and convey meaning to the users and society. Our planning and design process is not driven by a desire to discover trends, but by a desire to discover the potential in the educational, functional, programmatic, technical, and economic challenges of each project. We are committed to the principle that buildings should be responsible contributions to the environment. Ultimately, we are inspired by the conviction that planning and architecture achieved through this process can and should make a difference.

Philosophy

We are architects in the service of education.

At HMC, we listen carefully to you, our client, in order to make appropriate recommendations, create suitable designs, and deliver projects that meet your many requirements. We will work with you to develop project delivery processes that meet your schedule, budget, and expectations.

We will apply ourselves to satisfy your needs using creativity, innovation, and drive, as well as our knowledge of and passion for public education in order to exceed your goals.

Our experienced professionals combine our creativity and love for students and teachers to make working together in support of education fun, rewarding, invigorating and, ultimately, successful for your district.

***We design schools,
but first we design process.***

You know your team and your constituents. You know who needs to be heard and who can put up roadblocks if ignored. We know the design process, and we know how to ask for and obtain the kinds of information that make for a successful collaboration. Together we construct a plan of action that brings the right people and information together at the right times to make well-conceived choices. Each project is different. Each school district operates with its own hierarchy, stakeholders, and constraints, so our first step with you is to design the design process itself.

***We keep you in the loop—
in fact we build it around you.***

We involve you deeply in the process of design. We are experts at helping groups brainstorm possible solutions, create consensus, and maintain progress toward collective goals. We develop clear pathways for information sharing, collaboration, and decision-making along with clear timetables to help build on the trust and confidence you've already generated. Our hope is that you become immersed in a team synergy where creativity and practicality come together effortlessly.

**Established Methods and
Approaches to Meet Completion
Deadlines**

Our schedule management philosophy is based on key principles of LEAN project management.

We bring all stakeholders, sometimes including trade partners, together, via "big room"-style meetings early and often to identify goals, constraints, and opportunities ("conditions of satisfaction"). As a group, we focus on outstanding (i.e., not yet resolved) and upcoming issues and actively facilitate the exploration of solutions.

We are committed to the notion that your active involvement in the process is paramount to develop the optimal approach.

Success is best achieved by mapping out the process and marrying it to a calendar with key target dates. With the entire team engaged, we construct the process along a timeline using "pull planning"—working "backwards" from where we want to end up, including contingency time for unknowns. We identify milestones, decision points, and critical contribution elements, and then elicit commitments from all participants.

With the process and timeline developed from collaborative interaction, we have the road map

and tools to keep us on track. The key to success is continual review and adjustment. One tool to keep us all on pace is a weekly check-in meeting. These can be as brief as a five minute conference call to check in with all participants on individual accomplishments and deliverable status, keeping the entire team on track and accountable. As new issues arise, the team can respond collectively to ensure the perspective is broad and fully encompassing.

The success of this process is evident in the ongoing participation of all team members, the proactive resolution of issues, and the broad agreement that we are all aware of how important it is to achieve our client's project goals.



SECTION 2

RECORD OF
EXPERIENCE OF FIRM

HMC has master planned, designed, and implemented many modernization and new construction projects for California school districts since building our first school in 1950. The vast majority of our projects since then have taken place in phases, on occupied campuses, and so we are very familiar with the detailed level of planning that must be done to ensure staff and student safety. We also understand the critical nature of construction schedules—school buildings must be ready to occupy before school starts—and moving students in and out of facilities is a big effort, one that should occur as few times as practicable over the course of a campus-wide modernization.

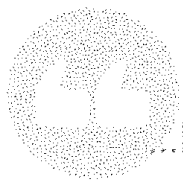
The projects illustrated on the following pages are a representative sample of our work. These projects demonstrate the variety of size and types of project work HMC performs on a regular basis and highlights our expertise in the modernization and construction of new educational facilities.

Programming and Planning

We have immersed ourselves in the concepts of 21st century education, Common Core, educational technology, and the benefits flexible furniture can provide and are familiar with translating educational plans into documents the District and your architects will be able to rely on when tackling the specific projects that will result from the plan.

Recent planning projects where our proposed team members were involved include:

- Project Implementation Plan, Fremont Union High SD
- Implementation Master Plan, San Jose Unified SD
- Campus Master Plan, St. Ignatius College Preparatory High School
- Plans for Woodside and Carmont High Schools, Sequoia Union High SD
- Master Plan and Master Plan Update, Orchard SD
- Hollister SD
- Long Range Facilities Master Plan, Los Gatos Union SD
- Wilson Education Options Center Master Plan, Santa Clara Unified SD
- District-wide Long Range Facilities Master Plan, Montebello USD
- Will C. Wood High School Athletic Facilities Study, Vacaville USD
- West Lakeside Elementary School, Natomas USD
- Springlake Elementary School, Woodland Joint USD



“...I have found (HMC) to possess extreme technical skills and knowledge in the architectural arena...they (also) have excellent communication with the various departments we had to deal with during the process.”

Wilson Diaz
Superintendent, Great USD
(Former Superintendent, Santa USD)

Pre-K-12 School Experience

HMC Architects has completed thousands of new construction, modernization, and expansion pre-K-12 projects in California since 1950. Pre-K-12 clients over the past five years include:

- Alhambra Unified School District
- Alvord Unified School District
- Arcadia Unified School District
- Banning Unified School District
- **Banta Elementary School District**
- Bear Valley Unified School District
- Berkeley Unified School District
- Berryessa Union School District
- **Buckeye Unified School District**
- Campbell Union High School District
- Caruthers Unified School District
- Centinela Valley Union High School District
- Central Union High School District
- Chaffey Joint Union High School District
- Charter Oak Unified School District
- Clovis Unified School District
- Coachella Valley Unified School District
- Colton Joint Unified School District
- Corona-Norco Unified School District
- Cupertino Union School District
- **Davis Joint Unified School District**
- East Side Union High School District
- El Centro Elementary School District
- Escondido Union High School District
- Fallbrook Union Elementary School District
- Firebaugh-Las Deltas Unified School District
- Fontana Unified School District
- Fremont Union High School District
- Fullerton Joint Union High School District
- **Gold Oak Union School District**
- Grossmont Union High School District
- Hacienda-La Puente Unified School District
- Hayward Unified School District
- Hemet Unified School District
- Hollister School District
- Imperial County Office of Education
- Irvine Unified School District
- Los Angeles Unified School District
- Los Gatos Union School District
- Los Gatos-Saratoga Union High School District
- **Manteca Unified School District**
- Milpitas Unified School District
- Montebello Unified School District
- Morgan Hill Unified School District
- Murrieta Valley Unified School District
- **Natomas Unified School District**
- Newport-Mesa Unified School District
- Oak Grove School District
- Ontario-Montclair School District
- Orange County Department of Education
- Orchard School District
- Pajaro Valley Unified School District
- Palos Verdes Peninsula Unified School District
- Placentia-Yorba Linda Unified School District
- **Pleasanton Unified School District**
- Pomona Unified School District
- Ramona Unified School District
- Redlands Unified School District
- Riverside Unified School District
- **Roseville Joint Union High School District**
- **Sacramento City Unified School District**
- **Saint Ignatius College Preparatory**
- Salinas Union High School District
- San Bernardino City Unified School District
- San Bernardino County Superintendent of Schools
- San Diego Unified School District
- San Francisco Unified School District
- San Gabriel Unified School District
- San Jacinto Unified School District
- San Jose Unified School District
- **San Juan Unified School District**
- San Lorenzo Unified School District
- San Lorenzo Valley Unified School District
- San Marcos Unified School District
- San Pasqual Valley Unified School District
- San Ysidro School District
- Santa Ana Unified School District
- Santa Clara Unified School District
- Santa Cruz City School District
- Santa Monica-Malibu Unified School District
- Saratoga Union School District
- Scotts Valley Unified School District
- Simi Valley Unified School District
- **Sonoma Valley Unified School District**
- **St. Francis High School**
- **Stockton Unified School District**
- Sweetwater Union High School District
- Torrance Unified School District
- **Twin Rivers Unified School District**
- West Contra Costa Unified School District
- **Woodland Joint Unified School District**
- Woodside School District
- **Vacaville Unified School District**

NOTE: HMC Sacramento clients are indicated in bold text

Design

With an ideas-based focus, our design philosophy is to inspire our project teams while bringing design factors important to our clients into alignment with the firm's overall philosophy of design excellence. We believe design is a process that is successful when it achieves the following:

- Responds to your educational goals and supports your instructional programs
- Protects your budget and adheres to your schedule
- Reaches out to include district, school, neighborhood, and community input
- Respects diverse opinions and reaches consensus based on educational, project and stakeholder goals
- Complements and aesthetically enhances context
- Provides the most value for the investment made

A Balanced Approach

We have identified four fundamental factors of pre-K–12 educational design that should be equally considered when approaching any project:

Function: The function of a school facility—beyond providing a warm, safe, and dry environment—should allow and enhance the process of teaching and learning. The facility itself should be a teaching tool that allows students to understand the various components of a building and how it functions. The facility should be accommodating to broader community uses and be flexible to adapt to changes in instructional delivery.

Economics: The school facility should be designed with both initial and life-cycle costs and budgets in mind. Adherence to the budget and schedule is a critical measure of design success. Likewise, seeking materials, systems, and an overall design that will reduce operational costs, and even generate an income stream when possible, is crucial to meeting design objectives.

Sustainability: The school has to provide a healthy indoor environment while being environmentally respectful, climate responsive and dynamic with a minimal carbon footprint. This is accomplished by minimizing energy and water use, designing an efficient low energy shell and minimizing waste coming from the building. Furthermore, the building has to be flexible, adaptable, long lasting, and responding to the needs and specificity of the community around it.

Aesthetics: The appearance of a school facility should positively reflect how a community respects and invests in its students—the future of our society. The learning environment should be uplifting and inspirational to the student body, and instill within them a desire to be at school. A school's design should reflect and support its function while being sensitive to its context.

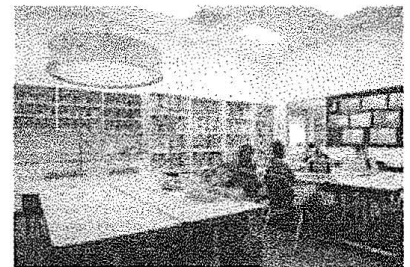
Ultimately, the greatest architectural creativity springs from respect for the factors that constrain design. Finding the balance between these four factors, in the context of the client's objectives,

CASE STUDY: 21ST CENTURY EDUCATIONAL FACILITIES

ELEMENTARY SCHOOL MODERNIZATIONS, MILPITAS USD

As part of its ongoing efforts to deliver a 21st century education to its students, Milpitas Unified School District (MUSD) is taking bold steps to transform its curriculum delivery and assessment methods and to adapt its facilities to better support this endeavor. With limited budgets for construction, however, the facility interventions have had to be strategic, targeted and extremely cost-conscious. HMC worked with the District on this transformation at both Joseph Weller and Anthony Spangler Elementary Schools.

In addition to the needed HVAC system upgrades and carpet replacement throughout the campus, this project included the creation of what the District calls a Learning Space. Designed to assist MUSD with the collection of useful student assessment data, we created large open spaces out of former administrative support space at Spangler and out of former kindergarten classrooms at Weller and fully outfitted them with Chromebooks, lockable charging stations, wireless internet access, and flexible furnishings to support a variety of teaching and learning activities for multi-aged groups of students.



results in true design excellence, while exceeding expectations in these four areas is highly desirable. Within the project schedule, and before a final budget is established, the architect has a significant responsibility in educating clients on the benefits of optimizing function, economy, sustainability, and aesthetics.

Aesthetics balances
function, function
balances economics,
economics balances
sustainability,
and sustainability
balances everything!

BIM

The core of our design and documentation technology is the BIM process and tools. All of our project construction documentation is completed in Revit. We find that BIM projects generally require early design decisions to create the model allowing for a high level of documentation from the beginning of the project. This also facilitates more accurate cost estimating early in the project. We create full documentation 3D models that are not only used for building coordination among all disciplines but are also used to share the 3D design with district project managers and project stakeholders. The model is also used for coordination with the contractors during construction.

Our BIM software capabilities include:

- Autodesk Revit Architecture
- E-Specs for Revit
- 3D MAX Design
- Navisworks Manage
- Sketchup

Field Services/Construction Administration

HMC sees the construction phase of a project as a continuation of an already highly collaborative process. We work collaboratively in all types of delivery methods and value the importance of a successful relationship between district, builder, and architect.

Construction on existing and occupied campuses brings with it a special set of challenges. We have learned and will recommend several key strategies to promote success through collaboration during this phase.



Construction Pre-Planning

Construction projects can have a negative impact on school activities without careful planning for phasing during construction. Working with the District and its PM/CM prior to and throughout the construction process, we focus on student and staff safety and make every effort to minimize disruptions to instructional programs and school activities.

Communication and Coordination

Keeping the District and the school sites well-informed of the progress of construction and working with the contractor to coordinate protective fencing, construction access, staging areas, movement of construction materials, and/or utility shutdowns which may affect site operations is vital to keeping disruption to a minimum.

Continuity

During this phase, the assigned construction administrator (CA) is involved throughout the construction process. The CA will regularly visit the site, attend job meetings, and serve as your single point of contact during construction. The CA will also be a member of the team during

In addition to building new schools on greenfield sites, HMC has significant experience with new construction on existing campuses and modernizations and renovations on occupied campuses.

the development of the drawings, participating in quality control reviews to provide continuity and be fully up to speed on the project when construction begins.

Primary activities during this phase will include, but not limited to:

- Assist in the planning and facilitation of pre-bid, pre-construction, and regular job-site meetings
- Prepare or review and comment on meeting minutes
- Establish and maintain document logs
- Prepare responses to RFIs, review submittals, evaluate substitutions, and issue instruction bulletins
- Review and assist District staff and its PM/CM in evaluation of the contractor's proposed change orders, should any arise, make recommendations for acceptance or revision, and prepare and submit change orders to the District for approval and then to report the changes as appropriate to DSA for processing
- Coordinate with DSA on an ongoing basis during construction to provide appropriate documentation for review and approval, including the timely submission of change documentation, to facilitate DSA closeout
- Review and approve contractor pay applications based on progress schedules and updates
- Review and maintain ongoing records of field changes for verification of final "as-built" construction drawings provided by the contractor

- Collect and review warranties and operations and maintenance manuals from the contractor
- Prepare the final punch list, notice of substantial completion, and assist with the notice of completion

New Construction

New Schools on Greenfield Sites

Newly developed sites require a tremendous amount of coordination with a myriad of public and private entities. These entities include the usual cohort of state agencies such as CDE while adding utility companies as well as city and county agencies. We recently completed the River Islands Technical Academy in Lathrop, CA within the River Islands at Lathrop development, a new 11,000 homes master-planned community. The school site, operated through the Banta Elementary School District was the first development on the site. We bring lessons learned through this design process, allowing our team to minimize conflicts between the site and its infrastructure. We developed a partnership with all vested partners assuring the facility opened on time and within budget.

One of the challenges in designing a new school is that often there is not yet a fully-assembled designated user group to consult with during the planning phase. Detailed District standards/ed specs provide very important guidance to the design team in this case. It is a good practice to bring the future principal in early in the design process to make decisions, with an eye on how the facility will relate to his or her methodology of running the school. Once the facility is completed, it will have the buy-in from the principal and their staff, leading to better delivery of education services. We realize it is

sometimes difficult economically to free up an administrator full time to plan the school, but the more input from the future leader of the site, the better.

Conversely, in the absence of the early involvement of a the future principal, it may be prudent to set aside some money for some custom tailoring of components once the principal comes on board, which can quickly and easily be incorporated in to the construction contract.

New Schools on Existing Sites

Much of our recent new construction experience is directly related to either the design of new buildings within existing campuses or new curriculum-focused schools on smaller sites. We realize locating new structures on already tight campuses can offer significant challenges, but we have learned that sensitive placement and awareness of spatial relationships offer significant opportunities to reorganize

campuses for better flow, grade level groupings, and functionality. Careful grouping of new buildings with existing structures can create new patterns for student use and enhance the diversity of educational delivery opportunities on site in, as well as between, the buildings.

We also have significant experience with replacing entire campuses, often on very tight sites. We take into consideration, in addition to the needs of the school itself, the neighborhood context, local traffic flow, and other community concerns in order to move these projects forward in as smooth a manner as possible.

HMC approaches each project with the informed sensitivities of the surrounding community context and cultures in mind, and we will balance these expectations with the educational and operational visions of the District as specifically applies to the revitalization of your schools.

Modernization/Reconstruction/Renovation

A significant percentage of our pre-K-12 experience is in modernizations and additions to existing campuses. Some would say there is little opportunity for creative problem-solving and design in modernizations. HMC begs to differ. While some components are simpler and more obvious than others, there are numerous chances to enhance the look, feel, and performance of your educational environments—and thereby the performance and satisfaction level of your users—through modernization investments.

When assessing the condition of existing facilities, our evaluation includes determination of what systems, finishes, and equipment needs replacement, repair, or upgrades to make the facility code compliant, safe, sound, and ready to function efficiently as an educational facility

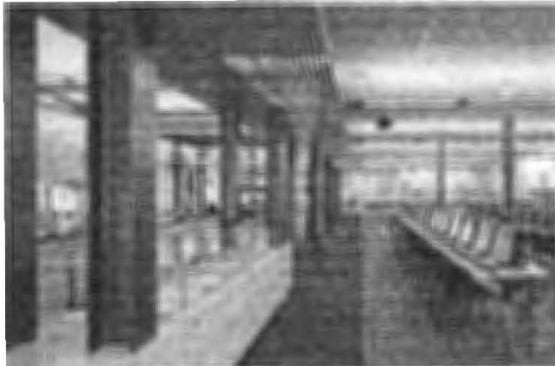
CASE STUDY: SUSTAINABLE DESIGN / LEED GOLD CERTIFIED

ORCHARD K-8 SCHOOL LIBRARY, ORCHARD SCHOOL DISTRICT



The goal of the design team was to provide the Orchard School with an attractive, functional, and sustainable library building design that could inspire students and teachers to make full use of an expanded library services program.

Program elements of the addition include: an instructional area with tables, a quiet reading area with tables, a computer lab, an audio table for students to listen to authors read their works, some soft seating for student council and other campus group meetings, additional stacks to accommodate a 50% increase in the book collection and display areas for important historical artifacts.



New energy efficient mechanical and electrical systems and a high performance exterior envelope are included. Sustainable strategies such as daylighting of interior spaces, natural ventilation and shading of windows to reduce solar heat gain were employed to help the building achieve as close as possible to a carbon neutral footprint. The library is LEED Gold certified.

supporting the District's educational mission for the next two to three decades.

Specific work items to be accomplished in this phase include:

- Assemble and review existing building documentation
- Conduct an on-site survey of each building—and the spaces in between—at each of the designated sites
- Review district maintenance records with maintenance and operations personnel
- Analyze and document the condition of all buildings' structural, mechanical, plumbing, and electrical systems as well as overall site drainage systems

- Identify barriers to accessibility for the disabled
- Consider current and possible future educational goals and what changes might need to be made in order to support your 21st century education curriculum
- Assess whether or not proper utilities are available
- Estimate the costs of providing the necessary and desired upgrades

Once that information has been gathered, HMC, in collaboration with the District, can begin to categorize and prioritize the various scopes of work needed, determine how best to package the project(s), develop construction delivery strategies, and lay out detailed timelines that take into

account desired occupancy dates, the District's academic calendar, and construction seasonality, etc.

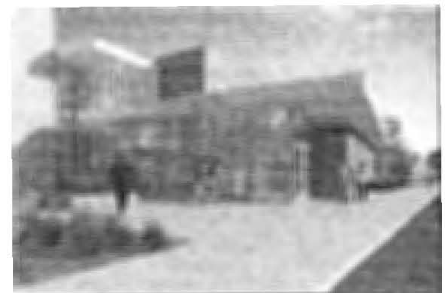
HMC approaches each project with the informed sensitivities of the surrounding community context and cultures in mind. We will balance these expectations with the educational and operational visions of the District.

CASE STUDY: COST CONTROL

NOGALES HIGH SCHOOL REVIVAL, ROWLAND USD

HMC provided master planning and is currently providing architectural and construction administration services to the District. Cost control has been a priority to meet the tight budget. To maintain the \$25M budget, HMC submitted estimates at each phase as well as perform a light value engineering and ultimately saving the District \$1.4 M by delivering the project for \$23.6 M.

The project includes a new mix of occupancy building housing administration facilities and eight classrooms, a new 16-classroom building, a new multipurpose building, a new food service facility, and a new maintenance and operations building. The project also involved replacement of both high and low voltage systems, campus-wide.



Professional Qualifications

May 20, 2017

Architectural Services

Western Placer Unified School District

DLR Group

Architectural Services • Planning • Engineering

1700 20th Street
Suite 200
Sacramento, CA 95811
916/446-0200

listen. DESIGN. deliver.



DLR Group

Architecture Engineering Planning Interiors

1050 20th Street, Suite 250
Sacramento, CA 95811

May 20, 2016

Michael Adell, Director of Facilities
Western Placer Unified School District
600 Sixth Street, Suite 400
Lincoln, CA 95648

Dear Mr. Adell and Members of the Selection Committee:

DLR Group understands the challenges you are facing—aging facilities, changing programs, increased enrollment, and limited funding—while ensuring safety and security, current technology, energy efficiency and flexibility. We have been privileged to be a preferred partner for numerous school districts in similar circumstances throughout California and the Sacramento region. Why do they choose to work with DLR Group? The cornerstone of our philosophy is building a trusting relationship with our clients through open, honest and transparent communication. We are not just a consultant hired to successfully complete a single project, but a teammate to assist the district in any way that may be required, now and in the future. A partner who understands who you are and wants to help achieve your goals for a successful project. A partner invested in the region and local communities who is committed to the future of education.

We bring to Western Placer Unified School District the following key qualities:

Designing to Budget. DLR Group is keenly aware of school district challenges and community accountability related to construction projects and facility expenditures. We will proactively work with Western Placer USD to: 1) minimize maintenance and operational expenses; 2) provide cost-effective designs that maximize building program accomplishments and educational objectives, and 3) develop options and priorities within the project to assure budget adherence.

Our Promise: listen.DESIGN.deliver. Simply put, these projects are what Western Placer USD needs and wants, and we will listen to those desires and execute the design to meet your objectives.

Unmatched K-12 Educational Experience. DLR Group is an integrated design firm specializing in planning, architecture, engineering and interior design. As the nation's leader in K-12 educational facilities, we've worked with dozens of school districts to deliver more than 350 projects in California in the last 10 years on a wide variety of projects, from re-roofs to portables to additions and new campuses. We combine creative design solutions with best practices to help you realize your vision of modern, functional, equitable, safe and secure learning environments.

21st-Century Learning Expertise. We know the world and the delivery of education is changing, and we understand that school facilities must also change. DLR Group is a leader in 21st-Century school design. Our transformative approach to existing facilities infuses them with community and collaborative learning, technology-rich platforms and flexible learning environments.

We encourage you to contact our existing clients in the Sacramento region as a testament to our unmatched capabilities and commitment. We look forward to discussing our qualifications in greater detail and developing a partnership with your District for success.

Sincerely,
DLR Group

Gary J. Gerry, AIA
Principal in Charge
ggery@dlrgroup.com

Sacramento and locations worldwide

Firm Introduction

"K-12 Projects"

Building Design and Construction Grants 2015

#1

#1

"Primary & Secondary Education Firm In The World"

BD World Architecture

Architectural Firm with back-to-back MacConnell Awards for Innovative School Design

1st

2,000

School Projects in the Last 10 years

Employee-Owned

100%

100% owned by employees

Firm Name	DLR Group
Address	1050 20th Street, Suite 250 Sacramento, CA 95811
Telephone	916/446-0206
Age of Firm	DLR Group was founded in 1966. It has been registered as a California Corporation since 1997.
Size of Firm	DLR Group employs 32 staff in Sacramento, 190 staff in California, 740 in the United States, and 750 globally
Principals (in California)	Jon Anderson , Brian Arial, Tanase Cocea, Adrian Cohan, Andrew Cupples, Jesse Duker, Andrea Cohen Gehring, Gary Gery , Mark Giles, Brett Hobza, William Judge, Benjamin Levin, Darcy Royalty, David Sakaguchi, Dan Sandall, Darrell Stelling , Michael Stephens, Pam Tuschner, Wendell Vaughn, Gretchen Wahab, Gregg Williams

BOLD indicates Sacramento office

DLR Group believes integrated design is the practice of early collaboration in order to produce sustainable design excellence.

DLR Group is an integrated design firm providing architecture, engineering, planning and interiors services. We are a nationally recognized expert in K-12 school facilities design and have completed more than 2,000 school projects nationally in the last 10 years. This totals 18 million square feet with a construction value of \$6.5 Billion, including more than 350 projects throughout California.

DLR Group has been built on successful entrepreneurial leadership and client-focused design excellence with 750 staff in offices coast-to-coast and in China and Dubai. **The California region is a major architectural and engineering hub with 190 staff across four offices.** Our team has the depth of resources to provide you the personal service of a consistent, dedicated team, with the bench strength of a large organization. **Our local Sacramento office and its dedicated K-12 staff will service all of Western Placer USD's needs.**

Founded in 1966, DLR Group has grown in the past 50 years into a leading design firm, recognized for design excellence as well as service and quality. DLR Group has developed a long-standing reputation in California for continually providing the highest level of professional services and client satisfaction on our projects.

DLR Group is an employee-owned firm. Each of our staff members has a vested interest in the success of every project, values the quality of each person's contribution, and realizes the crucial importance of satisfied clients with whom we build long-term relationships.

DLR Group produces award-winning work, but clients work with us because we deliver more than outstanding buildings and spaces. **We bring you a collaborative experience rooted in our service approach:** listen. DESIGN. deliver. We truly listen to your vision, your goals and your objectives. Only after we've listened do we design to meet your needs with effective creativity. And we deliver on the promise of utmost quality.

Office Location

Our Sacramento office will take the lead on all projects for Western Placer USD. It is located at 1050 20th Street, Suite 250, Sacramento, CA. We have a dedicated team of K-12 specialists who have spent their careers working in the Sacramento region. We know schools and we understand the local climate and politics. The proposed project team will be committed to your projects from start to finish, and our Principals take a hands-on approach on every project. Our location allows us to commit our team to be on-site when you need us to respond promptly to your needs, whether it is to problem solve or expedite the development and execution of a project.

Scalable Resources

DLR Group operates with a business structure and a culture of interoffice workload sharing. On most of our projects, you'll find our local office team constantly and seamlessly working with colleagues across the country. **The people with whom you work directly are backed by the firm's entire resources,** enabling us to immediately and effectively scale our teams to meet your needs. As thought leaders in K-12 design, we thrive on sharing ideas nationally and bringing the best of the best in educational design back to each local client.

Sacramento Advantage

DLR Group is located to provide you the best possible service. We are at the seat of State Government in Sacramento, just blocks away from all the key State agencies with whom we have built trusted and valuable relationships which consistently benefit our educational clients. We are able to walk to meetings with DSA, OPSC, CDE, SAB and CGS from our office.

What does this mean to Western Placer USD? You get the best of all worlds: cost-competitive, hands-on, real-time service and quality through our local K-12 experts, along with an unmatched depth of resources.

Services Offered

As a full-service architecture, engineering, planning and design firm, DLR Group takes a strong integrated approach to our projects by merging services and expertise in a way that provides clients with the benefits of a full range of services while offering adjustable resources to meet the needs of each particular project. This flexible integrated design approach enables targeted input from experts and, through the collaborative process, develops solutions with multiple benefits while maintaining schedules and budgets.

ARCHITECTURE	INTERIORS	ENGINEERING	PLANNING	OPTIMIZATION
Site Master Planning	Space Planning	Mechanical	Master Planning	Commissioning
Architectural Design	FF&E	Electrical	Space Planning	Energy Modeling
Sustainable Design	Branded Environments	Structural	Facilities Assessment	Energy Master Planning
BIM Modeling		Energy		



DLR Group's Design Philosophy

We approach each project with a fresh outlook, with no cookie cutter solutions and no preconceived ideas. Imagine us as your instrument to design what Western Placer USD wants their school facilities to be, not what we think they should be.

We start every design process by asking questions while meeting with the District's team of users, administrators, and staff to establish your vision and goals for the project and a thorough understanding of how the built environment can enhance learning and support student achievement. We understand your passion for education and community, as well as the desire to be engaged in the process.

Our interactive design charrette starts the design process. We bring all stakeholders together with our team to dream and explore the possibilities. We will talk and draw, then talk and draw some more. Our only requirement in this charrette process is to bring your ideas and creativity and to express yourself. This is a unique opportunity for all parties to interact and discuss concepts and leave with a concept of the design as we recently did with Westlake Charter for Natomas USD when "The River" and "Main Street" schemes rose to the top and created an excitement that has never waned through development to the final design.

Creativity is foremost to the design, but our philosophy also understands that the design must ultimately be measured against the reality of the budget. Our process

will always bring us back to budget to assure that what is being envisioned can be built. If it cannot, then we have failed in our job as leaders of the process. Often, high expectations have to be tempered by budget reality and DLR Group will work side by side with the District and users to explore ideas to maintain the spirit of the design and achieve the budget, often needing to make hard choices along the way.

We will provide the expertise, quiet leadership and skills needed to make this a successful project. Together, through a collaborative and integrated design process, we will imagine and create environments that stimulate students, inspire community pride and look toward a future that allows students to connect to their future.

Integrated Design Approach

Using an approach that connects all team members together at the start, we can develop design solutions that allow for key design analysis and explorative tasks to occur sooner rather than later. Getting these key individuals and groups involved early with our team to discuss concerns, challenges, and requirements provides an opportunity to explore options and approaches for all sides so the best and most economical solutions for all parties can be achieved. **Additionally, our approach improves the design and functionality, constructability and budget adherence of the project.** The DLR Group Integrated Design Process outlines a series of phases with specific objectives and outcomes in an easy to use "road map" wherein progress can be measured.

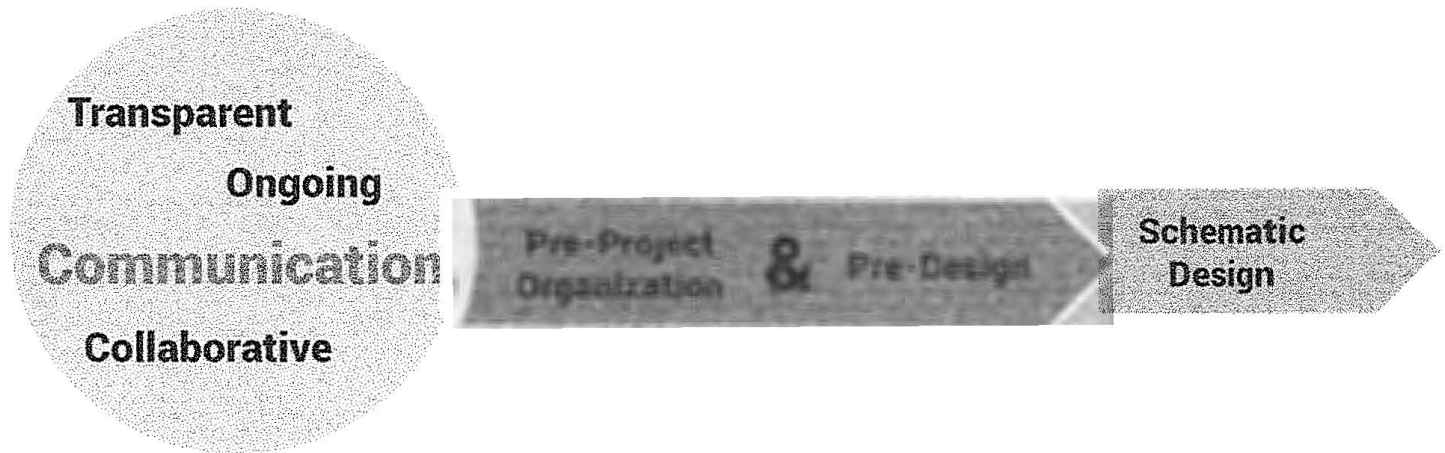
DLR GROUP Integrated Design Process

Communication Philosophy

We believe that a successful project will be built on a foundation of trust developed from close and interactive relationships between Western Placer USD, the users of facilities, the local agencies, and the staff at DSA. Our approach is predicated on a high level of interaction and collaboration and requires a dedicated effort by the entire Design Team and Western Placer USD.

Integrated Design Approach

Integrated Design proceeds through the key phases of a classic design process, but with select design tasks revised to more effectively use the expertise and talents of each team member, from architects to engineers to cost estimators. Key differences in our process are highlighted below.



Phase 1

Pre-Project Organization & Pre-Design Development Program

From the beginning, DLR Group will solicit input from Western Placer USD to develop a project that meets your needs and goals. To initiate the process, we will meet with the core leadership team, providing an opportunity for individuals to share their vision for the project. These meetings are valuable to understanding a broad range of issues and priorities. **COMMUNICATION** is the key to success on any project.

DLR Group and Western Placer USD work together to develop the goals for the project. After establishing the goals for a successful project,

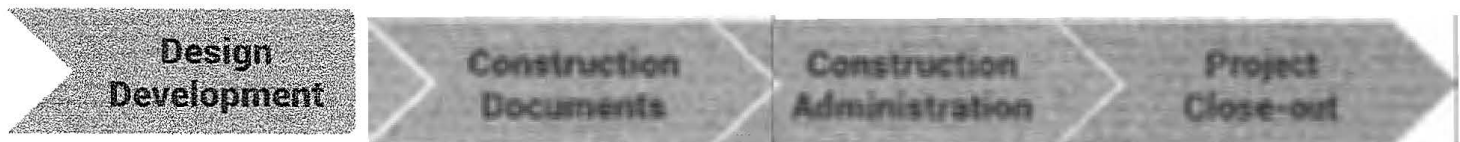
planning and design is ready to proceed. The focus now shifts to the physical environment of facility, site, building orientation, regulation, and building functionality. Activities in this phase include reviewing existing documents, conduct tours of facilities, assessing existing conditions for physical and functional shortfalls, and creating as-built documentation. This will allow us to identify those surveys and documentation needed to support the project development. The key component of this phase is the development of project program document to identify rooms, spaces, sizes, and relationships, and establishment of the budget. Our up-front detail assessments and documentation are vital to provide knowledge to make key decisions.

Phase 2

Schematic or Conceptual Design

With the program set and the theme and concept developed, this phase builds upon that work and the continuation of the excitement. We will refine the theme and explore numerous design options, with consideration of building performance/energy efficiency objectives and environmental constraints through input from our expert engineer team members, and formulate Next Generation Learning Environments. The buildings will begin to take shape as we work in our BIM (Building Information Modeling) software to have interactive 3-D meetings which allows for the district and users to see real time changes and views as the design evolves.

= Better buildings and a stronger user experience.



With a more defined solution, we will continue to interact with the local agencies and assist the district in CEQA and environmental efforts. Our preliminary code analysis will begin as we take our design concept to DSA to further review requirements and schedule concerns. Finally, we will develop our initial cost estimate and align it to the West Lakeside budget.

Phase 3

Design Development

Based on the input and feedback we receive, our team will develop the design to the next level of development that adjusts and refines the previous decisions and verifies that educational goals are accomplished. Using our integrated design process and BIM software, we will develop the drawings to

further inform Western Placer USD and tune the estimate of probable cost. This approach maximizes opportunities for creative solutions in economy, conservation, and efficiencies. In this phase we really start to dive into the detail of the project. The most critical item to the quality assurance of each project is to start our CAD or BIM models correctly so we know what we will be producing on the back end of the project.

A major consideration undertaken in this phase is that of the sustainability and adherence to CALGreen Code requirements. It is here where we will define wall and roof assemblies, identify rooftop solar opportunities and make key decisions on issues involving lighting and mechanical systems while aligning with budget and written directives from the Board of Trustees for Western Placer USD

with regards to CHPS and other environmental goals.

Phase 4

Construction Documents

The construction documents phase is where the exact construction and performance requirements of the project are documented. In phase 4 the most critical item is QUALITY of documentation. This is achieved through integrated and coordinated documents using BIM, verification of owner and user requirements, and submittal of complete documents to DSA to expedite their approval process. We also update our cost estimate to check progress versus budget and schedule.

The site documentation, including off-site work, sewer, storm drain, and water systems will be produced in conjunction with agency



requirements for submittal and review to gain approvals.

For this project, we recommend creating two incremental set of documents -- one for service site and off-site and one for building and general site -- to avoid delays from environmental and agency reviews. The integrated building documents are then submitted to DSA for review and approvals. We will work closely with DSA to assure schedule adherence by doing individual structural building reviews and interim submittals in the review process.

Phase 5

Construction Administration

Our philosophy for construction support is to have our experienced project leaders continue to lead the project team in the CA phase, which provides consistency and continuity. They administer the flow of all communications to ensure that the A/E team's full project knowledge is applied to enhance the success of the project. The A/E team's response will be more coordinated, more

informed, and more responsive. Our projects in construction take precedence because TIME = MONEY.

Phase 6

Project Close-out

DSA close-out is not an afterthought. It is a vital component in our process and begins the moment we gain DSA approval. We have dedicated staff who work together with DSA from Box set-up to final certification. We use our relationship with the DSA close-out team to make this a smooth and successful process.

Close-out and contractor's final document submittals can be a lingering problem at the end of construction. We will prepare a schedule that identifies the sequences for building commissioning, close-out documents, move-in planning and warranty follow up. Continuous communication with the contractor, owner and design team members is crucial to assure a smooth process where all partners work together for the success of the project.

DLR Group Experience

Nearly 50 years of experience in California school design and construction.

DLR Group has a core team of professionals dedicated to K-12 educational facility projects, with experience ranging from relocatables to small modernizations and renovations to additions to the design and construction of full school campuses. Our focus provides our team members with an in-depth understanding of educational facility design that includes how changes in curriculum, educational delivery, physical environment, and government legislation impact the educational facilities of today and the future.

Our K-12 Education Team routinely shares, discusses and analyzes how the latest research, trends and legislation around the country impact the educational facilities of today. We also understand the uniqueness of school facility construction in California.

Our team is active in professional education and trade organizations, including the Association for Learning Environments (formerly CEFPI), the Coalition for Adequate School Housing (CASH), the Collaborative for High Performance Schools (CHPS) and other regional and state organizations.

What does this mean to Western Placer USD? A team of dedicated educational designers who understand new trends and the unique nature of California will lead you through the design process.

On the following pages you will see projects in each of your work categories: new elementary and secondary schools, additions to existing schools, modernization/reconstruction/renovation of existing schools, and architectural consultant services. DLR Group's role on each of the new construction and addition/renovation projects included programming, planning, design, construction documents, DSA approvals, bidding, and construction administration "field" services.



**TYPE OF OWNERSHIP:**

California Corporation

YEARS IN BUSINESS:

41 years

HOME OFFICE:**RANCHO CUCAMONGA**

8163 Rochester Ave., Ste 100
Rancho Cucamonga, CA
91730
909.987.0909

LOCAL OFFICE:**FOLSOM**

1110 Iron Point Road, Ste 200
Folsom, CA 95630
916.355.9922

PROJECT CONTACT:

Max Medina
Architect, AIA, Principal
Phone: (916) 355-9922
Fax: (916) 355-9950
max@wlcarchitects.com
License - C24882

WEBSITE:

www.wlcarchitects.com

INTRODUCTION TO WLC ARCHITECTS, INC.

WLC Architects, Inc. is an 90-person architectural firm headquartered in Rancho Cucamonga, California. The firm has been in business for over 40 years and was originally known as Wolff/Lang/Christopher Architects. Over time, the firm came to be known simply as WLC.

Like most architectural firms, WLC began as a small, service oriented firm. We quickly established a reputation as an energetic, creative consortium of designers and practitioners eager to take on the challenges of our growing list of institutional clients. Today we have five offices located throughout California to best serve our clients.

YEARS' EXPERIENCE WITH K-12 PUBLIC SCHOOLS

Since we completed our first educational facility over 40 years ago, we have strived to become experts in the area. Our goal for *Western Placer Unified School District* is to deliver functional and cost efficient buildings which meet the District's operational needs.

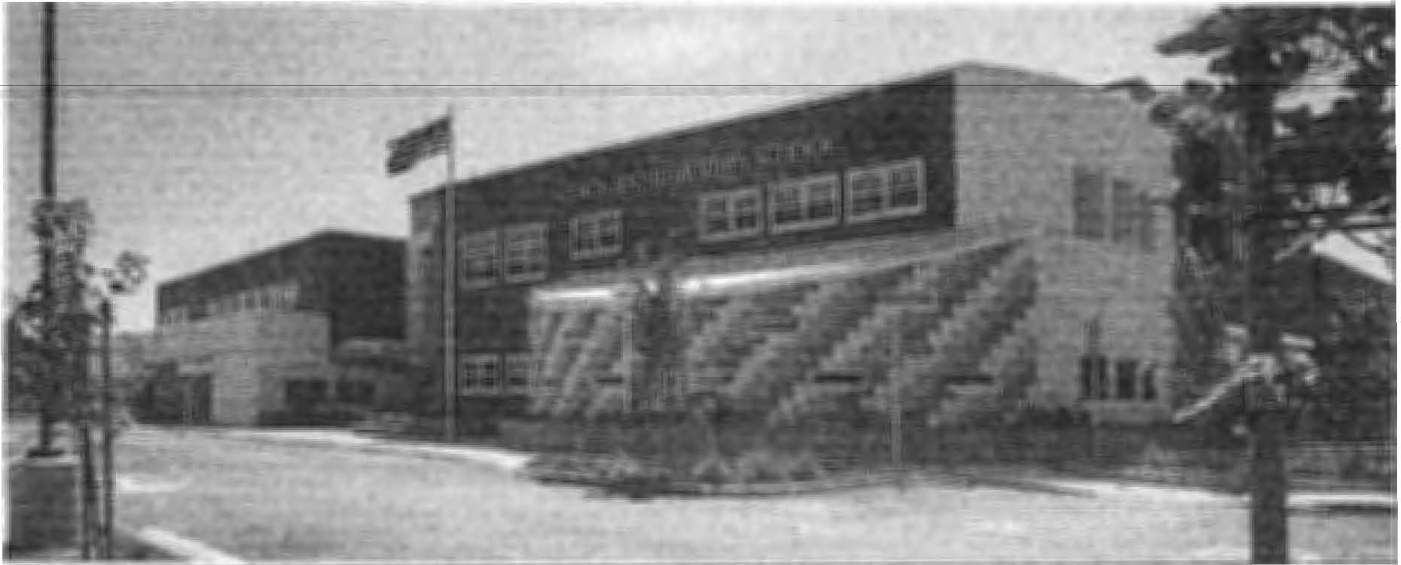
WLC has been responsible for providing design and construction services for over 1,000 learning environments which typically include master planning, programming, design, agency approval, and construction support. The majority of these projects required approval by the DSA, State Fire Marshal, OPSC, CDE, Department of Toxic Substances Control, and the California Geological Survey.



EXPERIENCE OF FIRM

CORONADO ELEMENTARY SCHOOL

Richmond, California



Owner:
West Contra Costa Unified
School District
1108 Bissell Avenue
Richmond, California

Coronado Elementary School is a new two-story, wood framed, 65,000 sf sustainable K-6 elementary school maximizing daylighting and natural ventilation, complete with administration, library, multi-purpose room, community health services clinic, one preschool, four kindergarten rooms and 22 classrooms (including multi-use, severely handicapped and occupational therapy spaces).

Contact:
Dr. Bruce Harter
Superintendent
(510) 231-1101

Completion Date:
August 2015

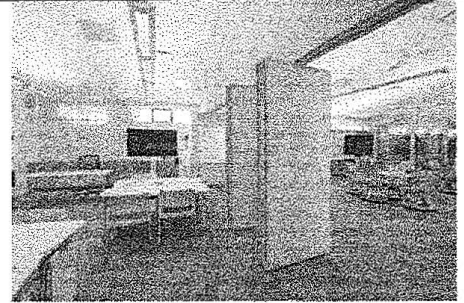
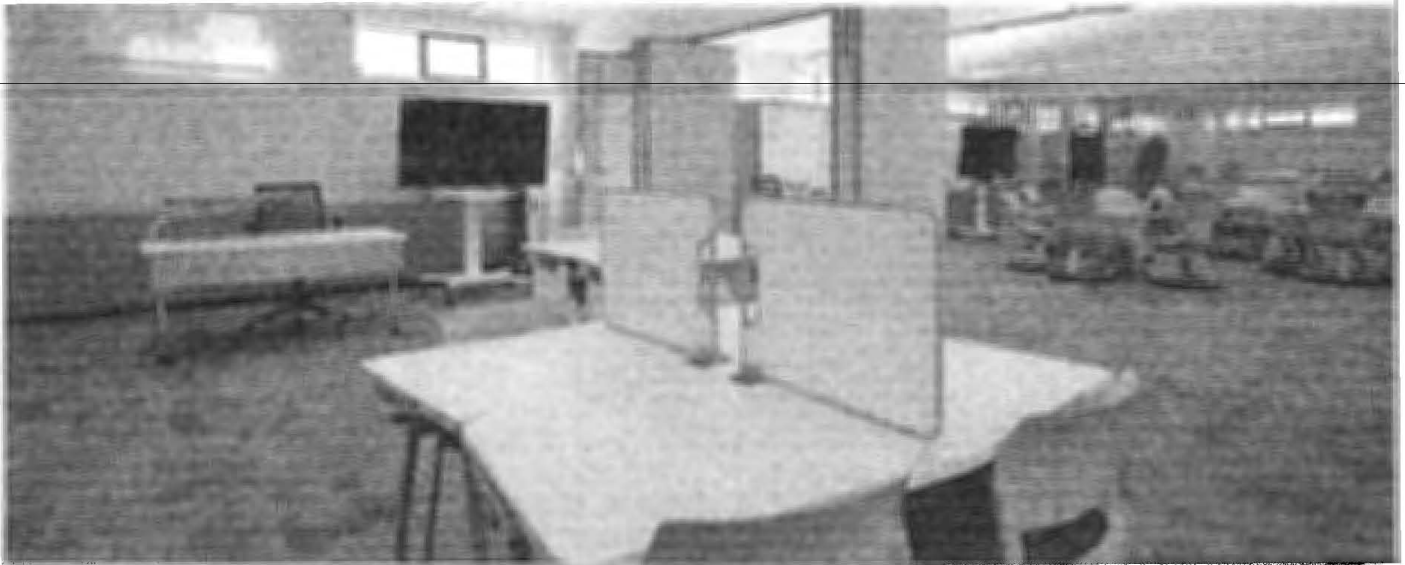
Project Cost:
\$27,905,104.00

Change Orders:
\$1,093,136.00

2. EXPERIENCE OF FIRM

MARIN COMMUNITY SCHOOL

San Rafael, California



Owner:
Marin County Office of
Education
1111 Las Gallinas Avenue
San Rafael, CA 94903-1843

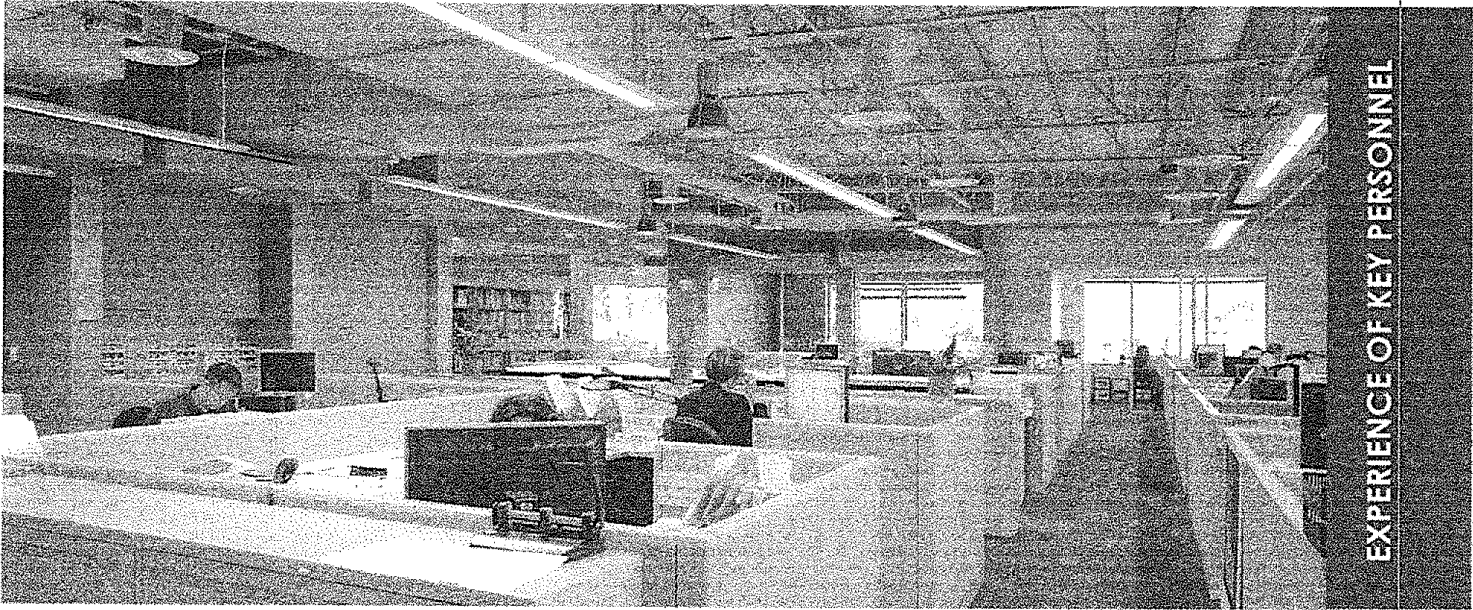
Contact:
Ms. Lisa Schwartz
Director
(415) 499-5804

Completion Date:
August 2014

Project Cost:
\$3,977,630.00

Change Orders:
\$463,630.00

The scope of work at Marin Community School was a complete relocation of the existing program to a new campus. The program was to move from a leased space to a newly constructed, County-owned campus, designed and constructed to specifically fulfill the program's needs. After reviewing the various alternatives, the MCOE determined that the best option was to construct a new campus on the existing open area on the site of the Marin County Office of Education. There are four single story buildings that will house all aspects of the Community School, a central courtyard, and a full court basketball court. The campus consists of four buildings comprised of three standard classrooms, utilizing operable walls allowing for full optimization of the educational space for lecture, small group, and large group instruction.



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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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:

2016-17 District Budget Update – State Budget Approval

AGENDA ITEM AREA:

Information

REQUESTED BY:

Audrey Kilpatrick
Assistant Superintendent, Business & Operations

ENCLOSURES:

Yes

DEPARTMENT:

Business Services

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

The California State budget for 2016-17 was approved by the Legislature and signed by the Governor by June 30, the deadline. The budget approved was similar to the Governor's May Revision proposals with some changes in LCFF GAP funding and one-time discretionary allocations.

With the approval of the state budget and the changes in revenues and programs from the final state budget, the budget assumptions staff used to prepare the 2016-17 Adopted Budget presented to the Board in June 2017 will require a revision and be reflected at First Interim reporting in December 2016.

The attached presentation displays the changes to our District's 2016-17 Budget due to the State Budget approval.

RECOMMENDATION:

Staff recommends the Board receive this budget update report.

Western Placer Unified School District

Board Presentation
August 2, 2016

2016-2017
State Budget
Approval
&
District Budget

APPROVAL OF THE 2016-17 STATE BUDGET

- ▶ Governor signed the 2016-17 Budget Act (SB 826), including all the trailer bills on June 27, 2016
- ▶ The State budget adopted most of the Governor's proposals with little change
- ▶ No vetoes from the Governor
- ▶ California Education Code 42127(i)(4) requires school districts to make available for public review any revenue and/or expenditure revisions made to the budget to reflect the funding made available by the Budget Act no later than 45 days following the signing of the Budget Act (August 8, 2015).
- ▶ Changes will be reflected in the First Interim Budget reporting (December 2016)

Major 2016-17 Budget Changes - 2016-17 LCFF Funding

- ▶ The adopted State Budget decreases gap funding for the LCFF in 2016-17
 - ▶ \$2.942 billion in the final budget, down from \$2.98 billion in the Governor's My Revision Updated proposal
 - ▶ **Gap closure is estimated at 54.16% in 2016-17 (per the DOF) (At Adopted 54.84%)**
 - ▶ **2016-17 WPUSD Update –**
 - ▶ **Decrease in LCFF Funding \$34,000**

K-12 Spending – Overview

- ▶ \$71.87 billion for 2016-17 Prop 98
- ▶ \$2.94 billion increase for LCFF - funding 54.16% of remaining gap
- ▶ \$1.28 billion one-time discretionary funding
- ▶ \$399 million for Prop 39 energy efficiency grants
- ▶ **0% COLA for LCFF and categorical programs**
- ▶ \$500 million for Adult Education Block Grant (per 2015 Budget Act)
- ▶ \$300 million (one-time) for CTE incentive grants (per 2015 Budget Act)
- ▶ **\$200 million (one-time) for College Readiness Block Grant**
- ▶ \$51.5 million on-going for Preschool rates/slots
- ▶ \$35 million (one-time) for teacher workforce
- ▶ \$27.9 million truancy dropout and prevention
- ▶ \$24 million (one-time) for CCEE training and PD
- ▶ \$20 million (one-time) for Multi-Tiered System of Supports initiative

School Services Financial Projection Dashboard

Factor	2015-16	2016-17	2017-18	2018-19
Statutory COLA	1.02%	0.00%	1.11%	2.42%
LCFF Factors				
Factor	2015-16	2016-17	2017-18	2018-19
SSC LCFF Gap Funding Percentage	52.56%	54.18%	19.30%	34.25%
DOF LCFF Gap Funding Percentage	52.56%	54.18%	72.99%	40.36%
Factors for All Scenarios				
Factor	2015-16	2016-17	2017-18	2018-19
California Consumer Price Index	2.07%	2.26%	2.39%	2.46%
Ten-Year Treasuries	1.95%	1.76%	2.22%	2.37%
CalPERS	11.847%	13.888%	15.50%	17.10%
CalSTRS	10.73%	12.58%	14.43%	16.28%

Major 2016-17 Budget Changes – One-Time Discretionary Funds

- ▶ May Revision – \$1.42 billion or \$237 per ADA
- ▶ 2016-17 State Budget - \$1.28 billion or \$214 per ADA
- ▶ Offsets outstanding mandate claims owed to school districts
- ▶ Intended to support content standards implementation, professional development, induction programs, deferred maintenance, and instructional materials and technology
- ▶ **2016-17 WPU\$D Update**
 - ▶ Decrease in funding - \$150,000

Major 2016-17 Budget Changes – College Readiness Block Grants - NEW

- ▶ \$200 million one-time College Readiness Block Grant
- ▶ Funding per unduplicated pupils in grades 9-12 during Fiscal Year 2015-16
- ▶ Minimum grant of \$75,000 per school district, charter school or County Office of Education
- ▶ Spending plan required to receive funding
- ▶ Funds available through 2018-19
- ▶ Eligible activities include, but not limited to purchasing materials that support college readiness, access to coursework for A-G and subsidies for AP exams
- ▶ **2016-17 WPUUSD Update**
 - ▶ **New Funding – Approximately \$253,000 (based on \$140/grades 9-12 eligible student)**

Major 2016-17 Budget Changes – Classified School Employees Credentialing Program

- ▶ An increase of \$20 million one-time Prop 98
- ▶ Available for five years
- ▶ To establish the California Classified School Employees Credentialing Program
- ▶ Provides grants to K-12 local educational agencies to support recruitment of non-certificated school employees to participate in a teacher preparation program and become certificated teachers in California public

2016-17 STATE BUDGET Other Budget Areas – No Change

- COLA – remains at 0.00% - 2016-17
- Lottery Remains at \$140 per annual ADA for unrestricted and \$41 per annual ADA for Proposition 20 (restricted)
- Home-To-School Transportation & Special Education Programs – no COLA
- Mandate Block Grant - \$220 million to districts to fund the program in 2016-17
 - \$28.42/ADA K-8 grades
 - \$56.00/ADA 9-12 grades

Questions?

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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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:

Disposal of Surplus Items

REQUESTED BY:

Audrey Kilpatrick 
Assistant Superintendent of Business Services

DEPARTMENT:

Business Services

MEETING DATE:

August 2nd, 2016

AGENDA ITEM AREA:

Action

ENCLOSURES:

No

FINANCIAL INPUT/SOURCE:

General Fund

ROLL CALL REQUIRED:

No

BACKGROUND:

Board Policy 3270 provides that the Board of Trustees may authorize the disposal of surplus equipment when the equipment becomes unusable, obsolete or no longer needed. Administrative Regulation 3270 provides the process for selling surplus or obsolete property through a number of methods. If the property value is insufficient to defray the costs to arrange a sale, the Board may unanimously approve that property be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping (EC 17546)

The attached list of items from Maintenance have been determined to be unusable, obsolete or no longer needed and the district desires to sell the Maintenance items through The Public Group, LLC., which are both designed to ensure compliance with state regulations and policies. If items on the list do not sell or the cost to sell exceeds the estimated value, they will be disposed of by donation or dumping.

Per Education Code 17547, money received from the sale of surplus property shall be either deposited in the district reserve or general fund or credited to the fund from which the original purchase was made (for example Building Fund or Facilities Fund).

Surplus Items

RECOMMENDATION:

Administration recommends the Board of Trustees declare the attached list of items as surplus, authorize the disposal and/or sale of the items and authorize the removal of these items from the fixed assets inventory list if applicable.

Maintenance Items	Value	Location
Large Cabinet*	\$1.00	Maint. Warehouse
2 Two Drawer Filing Cabinets*	\$1.00 each	Maint. Warehouse
2 Four Drawer Filing Cabinets*	\$1.00 each	Maint. Warehouse
Steam Table for Food Service	Dispose	Maint. Warehouse

An * indicates items that might be used within the District.

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

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


SUBJECT:

Approve plan for use of
Educator Effectiveness Funds

AGENDA ITEM AREA:

Action

REQUESTED BY:

Kerry Callahan 
Assistant Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Educational Services

FINANCIAL INPUT/SOURCE:

Educator Effectiveness Funds

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

As a reminder, Educator Effectiveness funds may be used to support the professional development of certificated teachers, administrators, and paraprofessional educators. Funds can be expended for any of the following purposes:

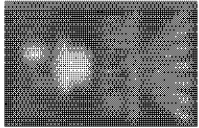
1. Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing and pursuant to Section 44259 of the Education Code.
2. Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by local educational agencies.
3. Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to Sections 51226, 60605, 60605.1, 60605.2, 60605.3, 60605.08, 60605.11, 60605.85, as that section read on June 30, 2014, and 60811.3, as that section read on June 30, 2013, of the Education Code.
4. To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning.

WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

Western Placer received \$484,658 in Educator Effectiveness Funds. The proposed use of these funds are outlined in the enclosed plan.

RECOMMENDATION:

Administration recommends the Board approve the Plan for use of Educator Effectiveness Funds.



**WESTERN PLACER
UNIFIED SCHOOL DISTRICT**

**Plan for Use of Educator Effectiveness Funds
July 1, 2015 through June 30, 2018**

In accordance with California State Department of Education regulations, Educator Effectiveness funds may be used to support the professional development of certificated teachers, administrators, and paraprofessional educators. Funds can be expended for any of the following purposes:

1. Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing and pursuant to Section 44259 of the Education Code.
2. Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by local educational agencies.
3. Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to Sections 51226, 60605, 60605.1, 60605.2, 60605.3, 60605.8, 60605.11, 60605.85, as that section read on June 30, 2014, and 60811.3, as that section read on June 30, 2013, of the Education Code.
4. To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning.

Western Placer received \$484,658 in Educator Effectiveness Funds and is committed to utilizing these funds in accordance with the aforementioned purposes to further support employees in successfully carrying out the actions outlined in the Local Control Accountability Plan. Below is the plan for use of Educator Effectiveness Funds.

Action	Description	Participants	Timeline	Expenditure(s)	Total Cost
New Teacher Induction Program	New teachers will be provided support in clearing their credential through the PCOE New Teacher Induction Program.	New teachers needing to clear their credential(s)	2015-2016, 2016-2017, & 2017-2018 School Years	PCOE costs for new teachers to complete Induction Program	\$160,000
Administrator Induction & Mentoring	Administrators needing to clear their credential will be provided support in doing so through the PCOE Tier II Administrative Credentialing Program. Additionally, newer administrators may receive coaching support through the PCOE Administrative Mentoring Program.	Administrators needing to clear their credential	2015-2016 & 2016-2017 School Years	PCOE costs for administrators to complete Tier II Credentialing Program; PCOE costs for admin mentors	\$22,000

Professional Learning Communities	Administrators and teacher leaders will be provided training and coaching in professional learning communities to ensure a focus on all students' learning and success.	Administrators and teacher leaders	May 2016 – June 2017	Contract and/or registration costs (including travel if applicable) for training and coaching; Training materials & supplies; Sub and extra duty pay	\$150,658
Co-Teaching	Administrators, teachers, paraprofessionals, and other support staff will receive co-teaching training and coaching to ensure students with special needs have access and support in the mainstream core academic program.	Administrators, teachers, paraprofessionals, and other support staff	April 2016 – June 2017	Contract and/or registration costs (including travel if applicable) for training and coaching; Training materials & supplies; Sub and extra duty pay	\$30,000
Standards-Based Lesson Development and Effective First Instruction	Administrators, teachers, and support staff will receive training and coaching on standards-based lesson development and effective first instruction relevant to their respective roles.	Administrators and teachers	October 2015 – June 2018	Contract and/or registration costs (including travel if applicable) for training and coaching; Training materials & supplies; Sub and extra duty pay	\$50,000
Guided Language Acquisition Design	Administrators and teachers will receive Guided Language Acquisition Design (GLAD) training and coaching to support achievement of English Learners.	Administrators and teachers	September 2016 – June 2018	Contract and/or registration costs (including travel if applicable) for training and coaching; Training materials & supplies; Sub and extra duty pay	\$50,000
Youth Development	Administrators, teachers, paraprofessionals, and other support staff will be provided youth development training and coaching to ensure effective implementation of the supports and opportunities that youth need to achieve academically.	Administrators, teachers, paraprofessionals, and other support staff	November 2016 – August 2017	Contract and/or registration costs (including travel if applicable) for training and coaching; Training materials & supplies; Sub and extra duty pay	\$22,000

TOTAL = \$484,658

**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:

Annual Evaluation of Parent Involvement
Policy & Administrative Regulations

AGENDA ITEM AREA:

Action

REQUESTED BY:

Kerry Callahan
Assistant Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Educational Services

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

RECOMMENDATION:

Administration recommends that the Board review, evaluate and recommend changes to the Parent Involvement Policy and Administrative Regulation.

Western Placer USD

Board Policy

Parent Involvement

BP 6020

Instruction

The Board of Trustees recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

(cf. 0420 - School Plans/Site Councils)
(cf. 0420.1 - School-Based Program Coordination)
(cf. 0420.5 - School-Based Decision Making)
(cf. 0520.1 - High Priority Schools Grant Program)
(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 1220 - Citizen Advisory Committees)
(cf. 1230 - School-Connected Organizations)
(cf. 1240 - Volunteer Assistance)
(cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

(cf. 0500 - Accountability)

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503)

(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318. (20 USC 6318)

The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20 USC 6318)

(cf. 3100 - Budget)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent involvement policy in accordance with 20 USC 6318.

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:

EDUCATION CODE

11500-11506 Programs to encourage parent involvement

48985 Notices in languages other than English

51101 Parent rights and responsibilities

64001 Single plan for student achievement

LABOR CODE

230.8 Time off to visit child's school

UNITED STATES CODE, TITLE 20

6311 Parental notice of teacher qualifications and student achievement

6312 Local educational agency plan

6314 Schoolwide programs

6316 School improvement

6318 Parent involvement

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services

35.160 Communications

Management Resources:

CSBA PUBLICATIONS

Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services Policy Briefs, August 2006

STATE BOARD OF EDUCATION POLICIES

89-01 Parent Involvement in the Education of Their Children, rev. 1994

U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE

Parental Involvement: Title I, Part A, April 23, 2004

WEB SITES

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

California Department of Education, Family, School, Community Partnerships:
<http://www.cde.ca.gov/ls/pf>

California Parent Center: <http://parent.sdsu.edu>

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

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

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

No Child Left Behind: <http://www.ed.gov/nclb>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center: <http://www.parentsasteachers.org>

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

Policy WESTERN PLACER UNIFIED SCHOOL DISTRICT

adopted: September 4, 2007 Lincoln, California

Western Placer USD

Administrative Regulation

Parent Involvement

AR 6020

Instruction

District Strategies for Title I Schools

To ensure that parents/guardians of students participating in Title I programs are provided with opportunities to be involved in their children's education, the Superintendent or designee shall:

1. Involve parents/guardians of participating students in the joint development of the Title I local educational agency (LEA) plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316 (20 USC 6318)

(cf. 6171 - Title I Programs)

The Superintendent or designee may:

a. Establish a district-level committee including parent/guardian representatives from each school site to review and comment on the LEA plan in accordance with the review schedule established by the Board of Trustees

b. Invite input on the LEA plan from other district committees and school site councils

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

c. Communicate with parents/guardians through the district newsletter, web site, or other methods regarding the LEA plan and the opportunity to provide input

d. Provide copies of working drafts of the LEA plan to parents/guardians in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand

e. Ensure that there is an opportunity at a public Board meeting for public comment on the LEA plan prior to the Board's approval of the plan or revisions to the plan

f. Ensure that school-level policies on parent involvement address the role of school site councils and other parents/guardians as appropriate in the development and review of school plans

2. Provide coordination, technical assistance, and other support necessary to assist Title I

schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance (20 USC 6318)

The Superintendent or designee may:

- a. Assign person(s) in the district office to serve as a liaison to the schools regarding Title I parent involvement issues
 - b. Provide training for the principal or designee of each participating school regarding Title I requirements for parent involvement, leadership strategies, and communication skills to assist him/her in facilitating the planning and implementation of parent involvement activities
 - c. Provide ongoing district-level workshops to assist school site staff and parents/guardians in planning and implementing improvement strategies, and seek input from parents/guardians in developing the workshops
 - d. Provide information to schools about the indicators and assessment tools that will be used to monitor progress
3. Build the capacity of schools and parents/guardians for strong parent involvement (20 USC 6318)

The Superintendent or designee shall: (20 USC 6318)

- a. Assist parents/guardians in understanding such topics as the state's academic content standards and academic achievement standards, state and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6162.52 - High School Exit Examination)

- b. Provide materials and training to help parents/guardians work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent involvement
- c. Educate teachers, student services personnel, principals, and other staff, with the assistance of parents/guardians, in the value and utility of parent/guardian contributions and in how to reach out to, communicate with, and work with parents/guardians as equal partners, implement and coordinate parent/guardian programs, and build ties between parents/guardians and the schools

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

- d. To the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, public preschool, and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents/guardians in more fully participating in their children's education
- e. Ensure that information related to school and parent/guardian programs, meetings, and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand
- f. Provide other such reasonable support for parent involvement activities as parents/guardians may request
- g. Inform parents/guardians and parent organizations of the existence and purpose of parent information and resource centers in the state that provide training, information, and support to parents/guardians of participating students

In addition, the Superintendent or designee may:

- a. Involve parents/guardians in the development of training for teachers, principals, and other educators to improve the effectiveness of such training
- b. Provide necessary literacy training, using Title I funds if the district has exhausted all other reasonably available sources of funding for such training
- c. Pay reasonable and necessary expenses associated with parent involvement activities, including transportation and child care costs, to enable parents/guardians to participate in school-related meetings and training sessions
- d. Train parents/guardians to enhance the involvement of other parents/guardians
- e. Arrange school meetings at a variety of times or, when parents/guardians are unable to attend such conferences, conduct in-home conferences between parents/guardians and teachers or other educators who work directly with participating students
- f. Adopt and implement model approaches to improving parent involvement
- g. Establish a districtwide parent advisory council to provide advice on all matters related to parent involvement in Title I programs
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities
- i. Make referrals to community agencies and organizations that offer literacy training,

parent education programs, and/or other services that help to improve the conditions of parents/guardians and families

(cf. 1020 - Youth Services)

- j. Provide a master calendar of district activities and district meetings
- k. Provide information about opportunities for parent involvement through the district newsletter, web site, or other written or electronic means
- l. Engage parent-teacher organizations to actively seek out and involve parents/guardians through regular communication updates and information sessions

(cf. 1230 - School-Connected Organizations)

- m. To the extent practicable, provide translation services at school sites and at meetings involving parents/guardians as needed
- n. Provide training and information to members of district and school site councils and advisory committees to help them fulfill their functions
- o. Regularly evaluate the effectiveness of staff development activities related to parent involvement
- p. Include expectations for parent/guardian outreach and involvement in staff job descriptions and evaluations

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

4. Coordinate and integrate Title I parent involvement strategies with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Program for Preschool Youngsters, Parents as Teachers Program, public preschool, and other programs (20 USC 6318)

(cf. 6300 - Preschool/Early Childhood Education)

The Superintendent or designee may:

- a. Identify overlapping or similar program requirements
- b. Involve district and school site representatives from other programs to assist in identifying specific population needs
- c. Schedule joint meetings with representatives from related programs and share data and information across programs

- d. Develop a cohesive, coordinated plan focused on student needs and shared goals
- 5. Conduct, with involvement of parents/guardians, an annual evaluation of the content and effectiveness of the parent involvement policy in improving the academic quality of the schools served by Title I (20 USC 6318)

The Superintendent or designee shall:

- a. Ensure that the evaluation include the identification of barriers to greater participation in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background (20 USC 6318)
- b. Use the evaluation results to design strategies for more effective parent involvement and, if necessary, to recommend changes in the parent involvement policy (20 USC 6318)
- c. Assess the district's progress in meeting annual objectives for the parent involvement program, notify parents/guardians of this review and assessment through regular school communications mechanisms, and provide a copy to parents/guardians upon their request (Education Code 11503)

The Superintendent or designee may:

- a. Use a variety of methods, such as focus groups, surveys, and workshops, to evaluate the satisfaction of parents/guardians and staff with the quality and frequency of district communications
 - b. Gather and monitor data regarding the number of parents/guardians participating in district activities and the types of activities in which they are engaged
 - c. Recommend to the Board measures to evaluate the impact of the district's parent involvement efforts on student achievement
- 6. Involve parents/guardians in the activities of schools served by Title I (20 USC 6318)

The Superintendent or designee may:

- a. Include information about school activities in district communications to parents/guardians
- b. To the extent practicable, assist schools with translation services or other accommodations needed to encourage participation of parents/guardians with special needs
- c. Establish processes to encourage parent/guardian input regarding their expectations and concerns for their children

The district's Board policy and administrative regulation containing parent involvement strategies shall be incorporated into the LEA plan and distributed to parents/guardians of students participating in Title I programs. (20 USC 6318)

(cf. 5145.6 - Parental Notifications)

School-Level Policies for Title I Schools

At each school receiving Title I funds, a written policy on parent involvement shall be developed jointly with and agreed upon by parents/guardians of participating students. Such policy shall describe the means by which the school will: (20 USC 6318)

1. Convene an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend, in order to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved
2. Offer a flexible number of meetings, such as meetings in the morning or evening, for which related transportation, child care, and/or home visits may be provided as such services relate to parent involvement
3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent involvement policy and, if applicable, the joint development of the plan for schoolwide programs pursuant to 20 USC 6314

The school may use an existing process for involving parents/guardians in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.

4. Provide the parents/guardians of participating students all of the following:
 - a. Timely information about Title I programs
 - b. A description and explanation of the school's curriculum, forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet

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

(cf. 5123 - Promotion/Acceleration/Retention)

- c. If requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, and, as soon as practicably possible, responses to the suggestions of parents/guardians

5. If the schoolwide program plan is not satisfactory to the parents/guardians of

participating students, submit any parent/guardian comments when the school makes the plan available to the district

6. Jointly develop with the parents/guardians of participating students a school-parent compact that outlines how parents/guardians, the entire school staff, and students will share responsibility for improved student academic achievement and the means by which the school and parents/guardians will build a partnership to help students achieve state standards

(cf. 0520.1 - High Priority Schools Grant Program)

This compact shall address:

a. The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's student academic achievement standards

b. Ways in which parents/guardians will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television viewing; volunteering in the classroom; and participating, as appropriate, in decisions related to their children's education and the positive use of extracurricular time

(cf. 1240 - Volunteer Assistance)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5113 - Absences and Excuses)

(cf. 6145 - Extracurricular/Cocurricular Activities)

(cf. 6154 - Homework/Makeup Work)

c. The importance of communication between teachers and parents/guardians on an ongoing basis through, at a minimum:

(1) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as it relates to the student's achievement

(2) Frequent reports to parents/guardians on their children's progress

(3) Reasonable access to staff, opportunities to volunteer and participate in their child's classroom, and observation of classroom activities

7. Build the capacity of the school and parents/guardians for strong parent involvement by implementing the activities described in items #3a-f in the section "District Strategies for Title I Schools" above

8. To the extent practicable, provide full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migrant children, including providing information and school reports required under 20 USC 6311(h) in a format and language such parents/guardians can understand

Each school's parent involvement policy shall be made available to the local community and distributed to parents/guardians of participating students in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

Each school receiving Title I funds shall annually evaluate the effectiveness of its parent involvement policy. Such evaluation may be conducted during the process of reviewing the school's single plan for student achievement in accordance with Education Code 64001.

The principal or designee, jointly with parents/guardians of participating students, shall periodically update the school's policy to meet the changing needs of parents/guardians and the school. (20 USC 6318)

District Strategies for Non-Title I Schools

For each school that does not receive federal Title I funds, the Superintendent or designee shall, at a minimum:

1. Engage parents/guardians positively in their children's education by helping them develop skills to use at home that support their children's academic efforts at school and their children's development as responsible members of society (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Provide or make referrals to literacy training and/or parent education programs designed to improve the skills of parents/guardians and enhance their ability to support their children's education
 - b. Provide information, in parent handbooks and through other appropriate means, regarding academic expectations and resources to assist with the subject matter
 - c. Provide parents/guardians with information about students' class assignments and homework assignments
2. Inform parents/guardians that they can directly affect the success of their children's learning, by providing them with techniques and strategies that they may use to improve their children's academic success and to assist their children in learning at home (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Provide parents/guardians with information regarding ways to create an effective study environment at home and to encourage good study habits
- b. Encourage parents/guardians to monitor their children's school attendance, homework

completion, and television viewing

c. Encourage parents/guardians to volunteer in their child's classroom and to participate in school advisory committees

3. Build consistent and effective communication between the home and school so that parents/guardians may know when and how to assist their children in support of classroom learning activities (Education Code 11502, 11504)

The Superintendent or designee may:

a. Ensure that teachers provide frequent reports to parents/guardians on their children's progress and hold parent-teacher conferences at least once per year with parents/guardians of elementary school students

b. Provide opportunities for parents/guardians to observe classroom activities and to volunteer in their child's classroom

c. Provide information about parent involvement opportunities through district, school, and/or class newsletters, the district's web site, and other written or electronic communications

d. To the extent practicable, provide notices and information to parents/guardians in a format and language they can understand

e. Develop mechanisms to encourage parent/guardian input on district and school issues

f. Identify barriers to parent/guardian participation in school activities, including parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background

g. Encourage greater parent/guardian participation by adjusting meeting schedules to accommodate parent/guardian needs and, to the extent practicable, by providing translation or interpreter services, transportation, and/or child care

4. Train teachers and administrators to communicate effectively with parents/guardians (Education Code 11502, 11504)

The Superintendent or designee may:

a. Provide staff development to assist staff in strengthening two-way communications with parents/guardians, including parents/guardians who have limited English proficiency or limited literacy

b. Invite input from parents/guardians regarding the content of staff development activities pertaining to home-school communications

5. Integrate parent involvement programs into school plans for academic accountability

The Superintendent or designee may:

- a. Include parent involvement strategies in school reform or school improvement initiatives
- b. Involve parents/guardians in school planning processes

Regulation WESTERN PLACER UNIFIED SCHOOL DISTRICT

approved: September 4, 2007 Lincoln, California

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Approval of Adjustment to Salary
Schedule for Classified Employees

AGENDA ITEM AREA:

Discussion/Action

REQUESTED BY:

Gabe Simon, Ed.D. *GS*
Assistant Superintendent of
Personnel Services

ENCLOSURES:

Revised Salary Schedule for:
Classified Employees

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

RECOMMENDATION:

Administration recommends the Board of Trustees approve the revised Classified Salary Schedule.

Range Cafeteria

14	Cafeteria Site Cashier
16	Central Kitchen Assistant
20	Central Kitchen Lead
23	Child Nutritional Clerk
12	Food Service Assistant
16	Food Service Lead
20	Middle School Cafeteria Lead
23	High School Cafeteria Lead

Range Clerical

26	Accounting Technician I
28	Accounting Technician II
17	Adult School Account Clerk
24	Alternative Education Secretary
22	Assistant Principal Secretary
16	Bilingual School Clerk
22	Counselor Secretary
24	Department Secretary
22	District ELD & Intervention Program Secretary
20	District Office Clerk
23	District Receptionist Clerk
42	Facilities Planner
26	Facilities Support Clerk, Grant Funded
15	Grant Funded Bilingual Clerk
14	Grant Funded Clerk
14	Grant Funded Support Services Clerk
18	Grant Funded Transition Support Provider
20	Health Clerk
22	Preschool Clerk
24	Registrar/Student Data Manager
20	School Office Clerk II
22	School Office Clerk III
24	School Secretary I (K-5)
25	School Secretary II (6-12)
22	Special Education Clerk
28	Special Education Secretary
28	Secretary, Supplemental Programs & Accountability

Range Education

13	Campus Monitor
13	Campus/Cafeteria Supervisor
17	Computer Laboratory Technician
21	High School Library Technician
14	Infant/Toddler Paraprofessional
15	Instructional Aide
16	Instructional Aide-Bilingual/ESL
17	Instructional Aide-Special Education
25	Interpreter - Oral (<i>Paid on Step A only</i>)
25	Interpreter- Deaf & Hard of Hearing
20	Intervention Services Provider
19	Library Technician
32	Licensed Vocational Nurse
28	LVN/Paraprofessional, Specialized Phys Hlth Care
28	Occupational Therapist Assistant I
17	Paraprofessional, Specialized Physical Health Care
25	Parent/School/Community Liaison
15	Preschool Instructional Aide
24	Preschool Instructor
28	Speech-Language Pathology Assistant
33	Translator - Written (<i>Paid on Step A only</i>)

Range Transportation & Maintenance

33	Assistant Mechanic
24	Bus Driver, Special Needs
22	Custodian/Groundsman
37	Dispatcher/Driver Trainer
33	District Maintenance Worker
24	Grounds Maintenance Worker
26	Lead Custodian
24	Maintenance/Custodian
42	Mechanic

Range Technology

33	District & Site Support Tech
45	Network Administrator
45	Technology Data Specialist
33	CALPADS Coord/Tech Proj Tech/Tech Sup Tech I
36	Technology Support Tech II

WESTERN PLACER UNIFIED SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULE 2016 - 2017

RANGE	Step A	Step B	Step C	Step D	Step E
1	10.68	11.17	11.73	12.29	12.90
2	10.92	11.47	11.98	12.58	13.20
3	11.17	11.73	12.29	12.90	13.50
4	11.47	11.98	12.58	13.20	13.84
5	11.73	12.29	12.90	13.50	14.19
6	11.98	12.58	13.20	13.84	14.49
7	12.29	12.90	13.50	14.19	14.85
8	12.58	13.20	13.84	14.49	15.20
9	12.90	13.50	14.19	14.85	15.57
10	13.20	13.84	14.49	15.20	15.92
11	13.50	14.19	14.85	15.57	16.34
12	13.84	14.49	15.20	15.92	16.72
13	14.19	14.85	15.57	16.34	17.15
14	14.49	15.20	15.92	16.72	17.56
15	14.85	15.57	16.34	17.15	17.95
16	15.20	15.92	16.72	17.56	18.38
17	15.57	16.34	17.15	17.95	18.86
18	15.92	16.72	17.56	18.38	19.33
19	16.34	17.15	17.95	18.86	19.77
20	16.72	17.56	18.38	19.33	20.26
21	17.15	17.95	18.86	19.77	20.76
22	17.54	18.38	19.33	20.26	21.26
23	17.95	18.86	19.77	20.76	21.78
24	18.38	19.33	20.26	21.26	22.28
25	18.86	19.77	20.76	21.78	22.84
26	19.33	20.26	21.26	22.28	23.39
27	19.77	20.76	21.78	22.84	23.97
28	20.26	21.26	22.28	23.39	24.58
29	20.76	21.78	22.84	23.97	25.16
30	21.26	22.28	23.39	24.58	25.79
31	21.78	22.84	23.97	25.16	26.42
32	22.28	23.39	24.58	25.79	27.07
33	22.84	23.97	25.16	26.42	27.72
34	23.39	24.58	25.79	27.07	28.42
35	23.97	25.16	26.42	27.72	29.12
36	24.58	25.79	27.07	28.42	29.84
37	25.16	26.42	27.72	29.12	30.57
38	25.79	27.07	28.42	29.84	31.34
39	26.42	27.72	29.12	30.57	32.12
40	27.07	28.42	29.84	31.34	32.88
41	27.72	29.12	30.57	32.12	33.72
42	28.42	29.84	31.34	32.88	34.51
43	29.12	30.57	32.12	33.72	35.36
44	29.84	31.34	32.88	34.51	36.23
45	30.57	32.12	33.72	35.36	37.14
46	31.34	32.88	34.51	36.23	38.05
47	32.12	33.72	35.36	37.14	39.00
48	32.88	34.51	36.23	38.05	39.97
49	33.72	35.36	37.14	39.00	40.97
50	34.51	36.23	38.05	39.97	41.99

0% added to to the 2007 - 2008 schedule

REVISED 7/1/09 - 3% added to the 2008- 2009 schedule

Effective 7/1/11 - 2011/12 Calendar reduced by 4 furlough days per MOU dated 3/30/11

Effective 7/1/12 - 2012/13 Calendar reduced by 8 furlough days per MOU dated 4/5/12

Effective 7/1/13 - 2012/13 Calendar reduced by 2 furlough days

Effective 7/1/14 - 5% added to the 2014-2015 salary schedule & elimination of Employer paid PERS

Effective 7/1/15 - 3.75% added to the 2015-2016 salary schedule, retro to 3/1/15

Effective 3/15/16 = 4% added to the 2015-2016 salary schedule, retro to 1/1/16

Longevity: 2.5% salary increase for 10 years of service and 2.5% for each additional 5 years of completed service.

Retiree Benefits: After 15 years of service, \$3,600 for a maximum of five (5) consecutive years or to age 65 or \$6,000 per year for a maximum of three (3) consecutive years or until age 65.

**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 Job Description
for Library Media Specialist and Revised
Certificated Management Salary Schedule

AGENDA ITEM AREA:

Discussion/Action

REQUESTED BY:

Gabe Simon, Ed.D. *GS*
Assistant Superintendent of
Personnel Services

ENCLOSURES:

Proposed Job Description for
Library Media Specialist and Revised Salary
Schedule

DEPARTMENT:

Personnel

FINANCIAL INPUT/SOURCE:

General Fund

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

RECOMMENDATION:

Approve the attached job description for Library Media Specialist and revised Certificated Management salary schedule.

Western Placer Unified School District

POSITION DESCRIPTION

Position Title:	Library Media Specialist
Department:	Educational Services
Reports to:	Assistant Superintendent of Educational Services

SUMMARY:

Coordinates library services and provides leadership to and oversight of K-12 schools' library media centers. Supports the development of college and career readiness skills, the use of digital media, the implementation of state standards and frameworks, and inquiry, investigation and research-based experiences for students. Promotes literacy skills and helps integrate information literacy skills across the curriculum.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- * Evaluate the District's total media program, services, and materials in terms of adequacy in meeting curricular requirements, student and faculty needs, as well as state and federal standards.
- * Supervises and supports school library media centers and trains classified staff and volunteers.
- * Plans and implements a program of library services in cooperation with district and site staff.
- * Collaborates with site staff to design learning experiences that support state standards and ensure the integration of information skills throughout the curriculum.
- * Provides formal and informal professional development in information literacy skills (i.e., research), reading, literature, and technology literacy.
- * Promotes district and school-wide literacy events such as book talks, author visits, reading promotion, and literature activities.
- * Uses technology to enhance the teaching of information literacy and encourages the use of technology throughout the curriculum.
- * Supervises the selection, ordering, and cataloging of print, non-print, and electronic library instructional materials to support the curricular needs of individual schools.
- * Regularly visits all school sites to support growth and development of library media services.
- * Regularly communicates information about the available resources and services of the library to students, staff and community.
- * Prepares annual district and school site reports on library circulation and services.
- * Assists in the recruitment, selection, placement and evaluation of site library technicians.
- * Assists with the preparation of district and school site library media plans, advocating for effective library services in schools.

- * Assists with the preparation and oversight of district and school site library budgets aligned to the district LCAP and school site plans.
- * Serves on site, district, community, county, and state committees as appropriate.
- * Attends regional and state organization meetings, keeping up with new materials and industry trends.
- * Other related duties as assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must hold or be eligible for an appropriate California School Library Media Teaching Credential authorizing service and teaching in the library, media, and information areas. Applicant must have strong interpersonal skills. Recent attendance at relevant professional development workshops.

EDUCATION/EXPERIENCE:

Required: Bachelor's Degree

Desired: 3 years' of experience (minimum) in library media services; experience facilitating information literacy activities; knowledge of college and career readiness skills needed for students to successfully complete high school.

CERTIFICATES, LICENSES, REGISTRATIONS:

Required: Hold or be eligible for an appropriate California School Library Media Teaching Credential authorizing service and teaching in the library, media, and information areas.

LANGUAGE SKILLS:

Required: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write and research reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of supervisors, colleagues, students, and the general public.

MATHEMATICAL SKILLS:

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and algebra. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

OTHER SKILLS and ABILITIES:

Ability to apply knowledge of current research and theory in library media services; ability to plan and implement systems based on district and school objectives and the needs and abilities of staff and students. Ability to establish and maintain effective relationships with students, peers and parents; skill in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Trustee policies.

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.

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. While performing the duties of this job, the employee may occasionally push or lift up to 50 lb. such as boxes of books and technology carts. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

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 moderate to loud.

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

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Certificated Management
2016-2017 Salary Schedule

Position Classification	Duty Days	Car Allowance	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
District Psychologist	192	200.00	69,414	74,601	79,788	84,976	90,164
Mental Health Specialist	192	200.00	69,414	74,601	79,788	84,976	90,164
Library Media Specialist	195	N/A	60,000	61,801	63,655	65,566	67,533
Preschool Program Coordinator	195	75.00	83,103	85,598	88,165	90,812	93,536
Special Education Program Spec.	204	200.00	85,386	87,953	90,496	93,032	95,593
Elementary Asst. Principal	204	75.00	86,940	89,548	92,234	95,003	97,853
Middle School Asst. Principal	204	75.00	89,605	92,384	95,165	97,942	100,722
**Program Support Specialist Interventions	210	125.00	77,067	79,380	81,763	84,214	86,736
Elementary Principal	210	100.00	97,472	100,486	103,501	106,520	109,539
High School Asst. Principal	210	200.00	97,749	100,751	103,785	106,816	109,843
Middle School Principal	210	100.00	100,842	103,938	107,069	110,197	113,317
Continuation High School Principal	210	200.00	97,947	100,955	103,995	107,034	110,064
Director of Spec. Education	220	200.00	105,808	108,895	112,160	115,524	118,991
Director of Human Services	220	250.00	104,784	108,022	111,251	114,477	117,714
High School Principal	220	200.00	112,170	115,638	119,094	122,547	126,014
Director of Educational Services	220	200.00	100,769	103,709	106,818	110,024	113,326
Director of Supplemental Programs & Accountability	220	250.00	100,769	103,709	106,818	110,024	113,326

District paid life insurance (\$8.33) - MA Stipend - \$1,320 - District paid ACSA dues. Retiree benefits as stipulated at Board of Trustee's meeting, March 7, 2000 (after 10 yrs. of service w/WPUSD, entitled to \$3,600 per year for 5 years) or Board of Trustee's meeting January 15, 2008 after 15 years (those offered in the agreement between the district and WPTA at Section XIV, E.2

Longevity - Based on administrative years of service in the WPUSD

5 years in administration 2.5% added to base salary
10 years in administration 3.0% added to base salary
15 years in administration 3.5% added to base salary
20 years in administration 4.0% added to base salary
1/2% Every 5 years After

Revised 6/19/01 - K-5 5%, 6-12 3%, Directors 3.87% added to 2000-01 schedule, effective 7/1/01

Revised 10/21/03 - .5% added to 2001-02 schedule, effective 7/1/02

Revised 10/21/03 - 2% added to 2002-03 schedule, effective 7/1/03

Revised 7/1/04 - Reclass Middle School Principal, Elementary School Principal, High School Principal

1.5% added to 2003-04 schedule, effective 7/1/04 for remainder positions on salary schedule

Revised 6/20/06 - 9% added to 2004-05 schedule for all positions except Elementary Asst. Principal (6%) and Director of Special Ed. (Reclassified)

Revised 7/1/07 - 4% added to 2006/2007 schedule for all positions except H.S. Assist. Princ. (4.35%)

Revised 8/1/09 - 3% added to 2007/2008 schedule effective 7/1/09 for Sp. Ed. Program Spec. & Dir., Human Ser.; 4.75% for District Psychologist; 5.41% for Elem. Assist. Princ. & Elem. Princ.; 6% for Prog. Sup. Spec.; 6.43% for Mid. Sch. Princ.; 7.42% for H.S. Assist. Princ.; 8% for Dir. Sp Ed., Mid. Sch. Princ., Continuation H.S. Princ. & H.S. Princ. Also Changed H.S. Principal days from 222 to 220

Revised 7/1/11 - Salary Schedule reflects 4 furlough days

Revised 7/1/12 - Salary Schedule reflects 8 furlough days

Revised 7/1/13 - Salary Schedule reflects 4 furlough days

Revised 7/1/14 - 5% added to 2014-2015 schedule for Director of Special Ed.

Revised 7/1/15 - Salary Schedule reflects 3.75% increase w/retro back to March 1, 2015

Revised Duty Days (Program Specialist, Special Ed) from 207 to 204, effective July 1, 2015

**Contingent Upon Continuing Grant Funding

Revised 4/19/16 - Salary Schedule reflects 4% increase w/retro back to January 1, 2016

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

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

DISTRICT GLOBAL GOALS

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

SUBJECT:

Adoption of Revised/New
Policies/Regulations/Exhibits

AGENDA ITEM AREA:

Action

REQUESTED BY:

Scott Leaman
Superintendent

ENCLOSURES:

Yes

DEPARTMENT:

Administration

FINANCIAL INPUT/SOURCE:

N/A

MEETING DATE:

August 2, 2016

ROLL CALL REQUIRED:

No

BACKGROUND:

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

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

RECOMMENDATION:

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

POLICY GUIDESHEET

March 2016

Page 1 of 2

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

AR 4161.1/4361.1 - Personal Illness/Injury Leave

(AR revised)

Regulation updated to reflect **NEW LAW** (AB 375, 2015) which requires differential pay for a certificated employee who has exhausted all available sick leave and continues to be absent due to maternity or paternity leave for the birth, adoption, or foster care placement of a child. Regulation also reflects **NEW LAW** (SB 579, 2015) which allows an employee to use sick leave, up to the amount he/she would accrue during six months, for all the purposes specified in the Healthy Workplaces, Healthy Families Act. Regulation reflects **NEW LAW** (AB 304, 2015) which allows districts to use a different sick leave accrual method which provides for the accrual to be on a regular basis so that an employee accrues at least 24 hours of sick leave or paid time off by the 120th calendar day of his/her employment or each calendar year or 12-month period.

AR 4161.2/4261.2/4361.2 - Personal Leaves

(AR revised)

Regulation updated to reflect **NEW LAW** (SB 579, 2015) which expands the purposes of leave for child-related activities to include (1) enrolling or reenrolling a child in a school or with a licensed child care provider and (2) addressing a school or child care emergency, as defined. Regulation also adds definition of "parent/guardian" for purposes of such leave, expanded by SB 579 to include a stepparent, foster parent, or person who stands in loco parentis to the child.

BP 5146 - Married/Pregnant/Parenting Students

(BP revised)

Policy updated to reflect state requirement that any education program or activity offered separately to pregnant students be "equal" to that offered to other district students, a standard that is more stringent than the federal standard for "comparable" programs. Policy also reflects **NEW LAW** (AB 302, 2015) requiring schools to offer reasonable accommodations, as specified, to any lactating student on the campus and providing that any complaint regarding noncompliance with these provisions may be addressed through the district's uniform complaint procedures.

BP/AR 6142.7 - Physical Education and Activity

(BP/AR revised)

Policy updated to add information regarding required qualifications of physical education teachers. Policy also incorporates material formerly in AR regarding the minimum school day for high school students who are granted two-year or permanent exemptions from physical education courses, and adds the amount of instructional time in physical education that must be provided to students who are excused from physical education courses in order to participate in driver training. Regulation updated to reflect clarify instructional time requirements, describe recent lawsuits alleging districts' noncompliance with these requirements, provide optional methods for documenting the number of instructional minutes provided, and reflect related CSBA Legal Alert. Regulation also reflects **NEW LAW** (AB 1391, 2015) which authorizes the use of uniform complaint procedures for any complaint that an elementary school has not complied with the instructional minute requirement.

AR 6162.51 - State Academic Achievement Tests

(AR revised)

Regulation updated to reflect **NEW TITLE 5 REGULATIONS** (Register 2015, No. 48) which establish a July 1 deadline for designating a district test coordinator, address the qualifications of "test administrators" who administer California Assessment of Student Performance and Progress (CAASPP) achievement tests and test examiners who administer California Alternate Assessments (CAA) for students with significant cognitive disabilities, prohibit a student's sibling from serving as his/her translator or scribe during test administration, establish testing windows for the CAA and for schools on year-round tracks, and amend the testing variations that may be used during CAASPP administration.

POLICY GUIDESHEET

March 2016

Page 2 of 2

BP 6164.2 - Guidance/Counseling Services

(BP revised)

Policy updated to reflect **NEW LAW** (SB 451, 2015) which expresses legislative intent regarding the responsibilities of school counselors, specifies required and optional components to be included in a comprehensive counseling program if the district chooses to offer such a program, and requires that certain strategies be included in professional development related to career and vocational counseling. Policy also clarifies options regarding access to students by college and employment recruiters, including military recruiters.

For Board Approval: August 2, 2016

PERSONAL ILLNESS/INJURY LEAVE

Full-time Certificated employees **employed five school days a week** are entitled to 10 days' leave of absence with full pay for personal illness or injury (sick leave), per school year of service. Employees **who** working less than five days per week (**part-time employees**) shall be granted comparable sick leave in proportion to the time they work. **However, any part-time employee who is entitled to less than three days of paid sick leave due to the amount of time worked shall be granted sick leave pursuant to Labor Code 246, if he/she is eligible. (Education Code 44978; Labor Code 245-249)**

(cf. 4161/426/4361 - Leaves)

(cf. 4161.9/4261.9/4361.9 - Catastrophic Leave Program)

~~An employee may take sick leave at any time during the school year, even if credit for sick leave has not yet been accrued. (Education Code 44978)~~

~~An employee who does not complete a given year of service shall be charged for any unearned sick leave used as of the date of termination.~~

~~Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 44978)~~

~~At the beginning of each school year, employees shall be notified of the amount of sick leave they have accumulated.~~

~~Any certificated employee who leaves the district after at least one year of employment and accepts a certificated position in another district, county office of education or community college district within one year shall have transferred with him/her the total amount of accumulated sick leave. The district shall not require new employees to waive their leave accumulated in a previous district. (Education Code 44979, 44980)~~

Use of Sick Leave

Sick leave may be used by a Certificated employees **may use sick leave** for absences due to:

1. ~~Temporary inability to perform his/her duties because of illness, Accident or illness, whether or not the cause of absence arises out of and or in the course of employment; quarantine employment which results from contact with other persons having a contagious disease during the employee's performance of his/her duties; or temporary inability to perform assigned duties because of illness, accident, or quarantine (Education Code 44964)~~

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

2. Pregnancy, miscarriage, childbirth and **related** recovery (Education Code 44965, 44978)

PERSONAL ILLNESS/INJURY LEAVE (continued)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

3. Personal necessity (Education Code 44981)

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

4. Medical and dental appointments, in increments of not less than one hour
5. Industrial accidents or illnesses when leave granted specifically for that purpose has been exhausted (Education Code 44984)

(cf. 4161.11/4361.11 - Industrial Accident/Illness Leave)

6. **In any calendar year, an employee may use the ~~Illness of the employee's child, parent, spouse, registered domestic partner or domestic partner's child, in an amount not less than the~~ of sick leave that he/she would be accrued by the employee during six months at his/her then current rate of entitlement for the following:** (Labor Code 233, 246.5)
 - a. **Need of the employee or his/her family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care**
 - b. **Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and/or 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking**

An employee may take sick leave at any time during the school year, even if credit for sick leave has not yet been accrued. (Education Code 44978)

An employee shall reimburse the district for any unearned sick leave used as of the date of his/her termination.

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 44978)

At the beginning of each school year, employees shall be notified of the amount of sick leave they have accumulated.

The district shall not require new employees to waive leave accumulated in a previous district. (Education Code 44979, 44980)

PERSONAL ILLNESS/INJURY LEAVE (continued)

The Superintendent or designee shall notify any certificated employee who leaves the district after at least one school year of employment that if the employee accepts a certificated position in another district, county office of education, or community college district within one year, he/she may request that the district transfer his/her accumulated sick leave to the new employer. (Education Code 44979, 44980)

Notification of Absence

An employee shall notify the district of his/her need to be absent as soon as such need is known, so that substitute services may be secured. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than 3 p.m. of the day preceding the day on which he/she intends to return to work. If failure to so notify the district results in a substitute being secured, the cost of the substitute shall be deducted from the employee's pay.

(cf. 4121 – Temporary/Substitute Personnel)

Continued Absence After Available Sick Leave is Exhausted

During each school year, when a certificated employee has exhausted all available sick leave, including all accumulated sick leave, and, due to illness or injury, continues to be absent from his/her duties for an additional period up to five school months, the employee shall receive his/her regular salary minus the actual cost of a substitute to fill the position. If the district has made every reasonable effort to secure the services of a substitute and has been unable to do so, the amount that would have been paid to a substitute shall be deducted from the employee's salary. ~~(Education Code 44977)~~

An employee shall not be provided more than one five-month period per illness or injury. However, if the school year ends before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year. (Education Code 44977)

If a certificated employee is not medically able to resume his/her duties after the five-month period provided pursuant to Education code 44977, the employee shall be placed either in another position or on a reemployment list. Placement on the reemployment list shall be for 24 months for probationary employees or 39 months for permanent employees and shall begin at the expiration of the five-month period. If during this time the employee becomes medically able, he/she shall be returned to employment in a position for which he/she is credentialed and qualified. (Education Code 44978.1)

(cf. 4116 – Probationary/Permanent Status)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Verification Requirements

After any absence due to illness or injury, the employee shall verify the absence by submitting a completed and signed district absence form to his/her immediate supervisor.

The Superintendent or designee may, ~~at any time,~~ require additional written verification by ~~the employee's physician or other authorized health care provider.~~ Such verification shall be required whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever ~~clear~~ available evidence clearly indicates that an absence is not related to illness or injury.

In addition, ~~the~~ Superintendent or designee may require an employee to visit a physician selected by the district, at district expense, in order to receive a report on the medical condition of the employee. The report shall include a statement as to the employee's need for further leave of absence and a prognosis as to when the employee will be able to return to work. If the report concludes that the employee's condition does not warrant continued absence, the Superintendent or designee may, after giving notice to the employee, deny further leave.

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information.

Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and shall not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization or extended medical treatment may be asked to submit a letter from his/her physician stating that he/she is able to return to duty and stipulating any necessary restrictions or limitations.

(cf. 4032 - Reasonable Accommodation)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

Healthy Workplaces, Healthy Families Act Requirements

No employee shall be denied the right to use accrued sick days, and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249.

PERSONAL ILLNESS/INJURY LEAVE (continued)

To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall:

1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:
 - a. That an employee is entitled to accrue, request, and use paid sick days
 - b. The amount of sick days provided by Labor Code 245-249
 - c. The terms of use of paid sick days
 - d. That discrimination or retaliation against an employee for requesting or using sick leave is prohibited by law and an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against him/her
2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
4. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years

Legal Reference: (see next page)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Legal Reference:

EDUCATION CODE

44964 Power to grant leave of absence in case of illness, accident or quarantine
44965 Granting of leaves of absence for pregnancy and childbirth
44976 Transfer of leave rights when school is transferred to another district
44977 Salary deduction during absence from duties up to five months after sick leave is exhausted
44977.5 Salary deduction during absence from duties for maternity or paternity leave up to 12 weeks after sick leave is exhausted
44978 Provisions for sick leave of certificated employees
44978.1 Inability to return to duty; placement in another position or on reemployment list
44979 Transfer of accumulated sick leave to another district
44980 Transfer of accumulated sick leave to a county office of education
44981 Leave of absence for personal necessity
44983 Exception to sick leave when district adopts specific rule
44984 Industrial accident or illness
44986 Leave of absence for disability allowance applicant

LABOR CODE

220 Sections inapplicable to public employees
230 Jury duty; legal actions by domestic violence, sexual assault and stalking victims, right to time off
230.1 Employers with 25 or more employees; domestic violence, sexual assault and stalking victims, right to time off
233 Illness of child, parent, spouse or domestic partner
234 Absence control policy
245-249 Healthy Workplaces, Healthy Families Act of 2014

CODE OF REGULATIONS, TITLE 5

5601 Transfer of accumulated sick leave

UNITED STATES CODE, TITLE 42

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

CODE OF FEDERAL REGULATIONS, TITLE 29

1635.1-1635.12 Genetic Information Nondiscrimination Act of 2008

COURT DECISIONS

Veguez v. Governing Board of Long Beach Unified School District, (2005) 127 Cal.App.4th 406

Regulation
approved: September 4, 2007
revised: November 18, 2014
revised: August 2, 2016

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

All Personnel

AR 4161.2(a)

4261.2

PERSONAL LEAVES

4361.2

Personal leaves granted to district employees shall be used as permitted in this administrative regulation, other Board-approved policy or district regulation, or applicable collective bargaining agreement.

For the purpose of any personal leave offered pursuant to state law, a registered domestic partner shall have the same rights, protections, and benefits as a spouse and protections provided to a spouse's child shall also apply to a child of a registered domestic partner. (Family Code 297.5)

Whenever possible, employees shall request personal leaves in advance and prepare suitable lesson plans or instructions for a substitute employee.

(cf. 4121 - Temporary/Substitute Personnel)

Bereavement

Employees are entitled to a leave of up to three days, or five days if out-of-state travel is required, upon the death of any member of the employee's immediate family. No deduction shall be made from the employee's salary, nor shall such leave be deducted from any other leave to which the employee is entitled. (Education Code 44985, 45194)

(cf. 4161/4261/436 - Leaves)

Members of the immediate family include: (Education Code 44985, 45194)

1. The mother, father, grandmother, grandfather or grandchild of the employee or of the employee's spouse
2. The employee's spouse, son, son-in-law, daughter, daughter-in-law, brother or sister
3. Any relative living in the employee's immediate household

At the employee's request, bereavement leave may be extended under personal necessity leave provisions as provided in the section "Personal Necessity" below. (Education Code 44981, 45207)

Personal Necessity

Employees may use a maximum of seven days of their accrued personal illness/injury leave (sick leave) during each school year for reasons of personal necessity. (Education Code 44981, 45207)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

PERSONAL LEAVES (continued)

Acceptable reasons for the use of personal necessity leave include:

1. Death of a member of the employee's immediate family when the number of days of absence exceeds the limits set by bereavement leave provisions (Education Code 44981, 45207)
2. An accident involving the employee's person or property or the person or property of a member of the employee's immediate family (Education Code 44981, 45207)
3. ~~A serious illness, preventive care, or other need~~ of a member of the ~~certificated~~ employee's immediate family, **as defined in Labor Code 245.5** (Education Code 44981; **Labor Code 246.5**)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

4. A classified employee's appearance in any court or before any administrative tribunal as a litigant, party or witness under subpoena or other order (Education Code 45207)
5. Fire, flood or other immediate danger to the home of the employee
6. Personal business of a serious nature which the employee cannot disregard

Leave for personal necessity may be allowed for other reasons at the discretion of the Superintendent or designee. However, no such leave shall be granted for purposes of personal convenience, for the extension of a holiday or vacation, or for matters which can be taken care of outside of working hours. The Superintendent or designee shall have final discretion as to whether a request reflects true personal necessity.

Advance permission shall not be required of any employee in **any** cases involving the death of a member of the employee's immediate family, ~~or an accident involving the employee's person or property or the person or property of a member of his/her immediate family, or the illness prevention care, or other need~~ For ~~certificated employees, advance permission also shall not be required in cases involving the serious illness of a member of the employee's immediate family.~~ (Education Code 44981, 45207)

For any leave that is planned, or where the need for leave is foreseeable, an employee shall notify the Superintendent or designee in advance. In all other circumstances, the employee shall notify the Superintendent or designee of the need for the leave as soon as practicable.

PERSONAL LEAVES (continued)

After any absence due to personal necessity, the employee shall verify the absence by submitting a completed and signed district absence form to his/her immediate supervisor.

Legal Duties

An employee may take time off work in order to: (Labor Code 230)

- 1. Serve on an inquest jury or trial jury**
- 2. Comply with a subpoena or other court order to appear as a witness**

Notices, summons, and subpoenas for court appearances shall be submitted to the district office when requesting leave.

A classified employees called for jury duty shall be granted leave with pay up to the amount of the difference between his/her the employee's regular earnings and any amount received for jury fees. (Education Code 44037)

A certificated employees also who is called shall be granted leave for jury duty also shall be granted leave with pay up to the amount of the difference between his/her the employee's regular earnings and any amount received as juror's fees he/she received.

An employees shall be granted leaves with pay to appear in court as witnesses other than litigants or to respond to an official order from another governmental jurisdiction for reasons not brought about through the connivance or misconduct of the employee. Such an employees shall receive pay up to the amount of the difference between the employee's his/her regular earnings and any amount received for witness fees he/she received.

~~An employee may be absent from work in order to in order to attend judicial proceedings related to a crime when he/she is a victim, immediate family member, registered domestic partner, or child of a registered domestic partner of a victim, of any of the following crimes: (Labor Code 230)~~

- ~~1. Serve on an inquest jury or trial jury~~**
- ~~2. Comply with a subpoena or other court order to appear as a witness~~**

~~Notices, summons and subpoenas for court appearances shall be submitted to the district office when requesting leave.~~

PERSONAL LEAVES (continued)

Leaves for Crime Victims

An employee may be absent from work in order to attend judicial proceedings related to a crime when he/she is a victim, **or an** immediate family member ~~of a victim~~, registered domestic partner, ~~of a victim~~, or child of a registered domestic partner of a victim, **of any of** the following crimes: (Labor Code 230.2)

1. A violent felony as defined in Penal Code 667.5(c)
2. A serious felony as defined in Penal Code 1192.7(c)
3. A felony provision of law proscribing theft or embezzlement

For these purposes, the employee may use vacation, personal leave, personal illness/injury leave, unpaid leave, or compensatory time off that is otherwise available to the employee, or unpaid leave. (Labor Code 230.2)

Prior to taking time off, an employee shall give his/her supervisor a copy of the notice of each scheduled proceeding that is provided by the responsible agency, unless advance notice is not feasible. When advance notice is not feasible or an unscheduled absence occurs, the employee shall, within a reasonable time after the absence, provide documentation evidencing the judicial proceeding from the court or government agency setting the hearing, the district attorney or prosecuting attorney's office, or the victim/witness office that is advocating on behalf of the victim. (Labor Code 230.2)

The district shall keep confidential any records pertaining to the employee's absence from work by reason of this leave. (Labor Code 230.2)

Leaves for Victims of Domestic Violence or Sexual Assault *and Stalking*

An employee who is a victim of domestic violence or sexual assault, **or stalking as defined by law may use vacation, sick leave, personal leave, or compensatory** take time off **that is otherwise available to him/her under the terms of his/her employment to attend the following activities:** ~~work to obtain or attempt to obtain any relief, including but not limited to a temporary restraining order, restraining order or other injunctive relief to help ensure the health, safety or welfare of the employee or his/her child.~~ (Labor Code 230, **230.1, 246.5**)

~~In addition, an employee who is a victim of domestic violence or sexual assault may take time off work to attend to the following activities: (Labor Code 230.1)~~

PERSONAL LEAVES (continued)

1. Obtain or attempt to obtain any relief, including, but not limited to, a temporary restraining order, restraining order, or other injunctive relief to help ensure the health, safety, or welfare of the employee or his/her child ~~Seek medical attention for injuries caused by domestic violence or sexual assault~~
2. Seek medical attention for injuries caused by domestic violence or sexual assault, **or stalking**
3. Obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence or sexual assault, **or stalking**
4. Obtain psychological counseling related to an experience of domestic violence or sexual assault, **or stalking**
5. Participate in safety planning and take other actions to increase safety from future domestic violence or sexual assault, **or stalking**, including temporary or permanent relocation

Prior to taking time off, an employee shall give reasonable notice to his/her supervisor, unless advance notice is not feasible. When an unscheduled absence occurs, the employee shall provide, within a reasonable time, certification of the absence in the form of any of the following documents: (Labor Code 230, 230.1)

1. A police report indicating that the employee was a victim of domestic violence or sexual assault
2. A court order protecting or separating the employee from the perpetrator of an act of domestic violence or sexual assault, or other evidence from the court or prosecuting attorney that the employee has appeared in court
3. Documentation from a medical professional, domestic violence advocate or advocate for victims of sexual assault, health care provider or counselor that the employee was undergoing treatment for physical or mental injuries or abuse resulting from an act of domestic violence or sexual assault

The district shall maintain the confidentiality of such an employee to the extent authorized by law. (Labor Code 230, 230.1)

PERSONAL LEAVES (continued)

Personal Leave for a Child's School Activities

Any employee who is a parent/guardian or ~~grandparent having custody~~ of one or more children ~~who are enrolled in~~ **of an age to attend any of** grades K-12, or who attend an, **program offered by a** licensed day child care facility, **provider** may use up to 40 hours of personal leave, vacation, or compensatory time off each school year in order to: ~~participate in school or day care activities. Such leave shall not exceed eight hours in any month of the year, and the employee shall give reasonable advance notice of the absence.~~ (Labor Code 230.8)

(cf. 1240 - Volunteer Assistance)

1. **Find, enroll, or reenroll his/her child in a school or with a licensed child care provider or to participate in activities of the school or child care provider, provided the employee gives reasonable advance notice of the absence. Time off for this purpose shall not exceed eight hours in any calendar month.**
2. **Address a school or child care emergency, provided the employee gives notice. An emergency exists when the child cannot remain in school or with a child care provider due to one of the following circumstances:**
 - a. **A request by the school or child care provider that the child be picked up**
 - b. **An attendance policy, excluding planned holidays, that prohibits the child from attending or requires that the child be picked up from the school or child care provider**
 - c. **Behavioral or discipline problems**
 - d. **Closure or unexpected unavailability of the school or child care provider, excluding planned holidays**
 - e. **A natural disaster, including, but not limited to, fire, earthquake, or flood**

(cf. 5148 - Child Care and Development)

For purposes of this leave, *parent/guardian* includes a parent, guardian, stepparent, foster parent, grandparent, or person who stands in loco parentis to a child. (Labor Code 230.8)

PERSONAL LEAVES (continued)

In lieu of using vacation, personal leave or compensatory time off, eligible employees giving ~~reasonable advance notice~~ may take **unpaid leave** ~~up to 40 hours without pay each school year for this purpose. not to exceed eight hours in any month.~~

If both parents/**guardian** of a child are employed at the same work site, this leave shall be allowed for the first parent/guardian who applies: **first gives notice to the district.** Simultaneous absence by the ~~second~~ **another** parent/**guardian of the child** may be granted by the Superintendent or designee. (Labor Code 230.8)

Upon request by the Superintendent or designee, the employee shall provide documentation from the school or licensed day **child** care **provider** facility that he/she **engaged in permitted child-related** ~~participated in school or licensed day care facility~~ activities on a specific date and at a particular time. (Labor Code 230.8)

Service on Education Boards, Committees

Upon request, a certificated employee shall be granted up to 20 school days of paid leave per school year for service performed within the state on any education boards, commission, committees, or groups authorized by Education Code 44987.3 provided that all of the following conditions are met: (Education Code 44987.3)

1. The service is performed within the state.
2. The board, commission, organization or group informs the district in writing of the service.
3. The board, commission, organization or group agrees, prior to service, to reimburse the district, upon the district's request, for compensation paid to the employee's substitute and for actual related administrative costs.

Employee Organization Activities

Upon request, **any** certificated or classified employees shall be granted a leave of absence without loss of compensation to serve as an elected officer of a district employee organization or any statewide or national employee organization with which the ~~local~~ **employee** organization is affiliated. The leave shall include, but is not limited to, absence for purposes of attending periodic, stated, special or regular meetings of the body of the organization. (Education Code 44987, 45210)

(cf. 4140/4240/4340 – Bargaining Units)
(cf. 4143/4243 – Negotiations)

PERSONAL LEAVES (continued)

Upon request of an employee organization in the district or its state or national affiliate, a reasonable number of unelected classified employees shall be granted a leave of absence without loss of compensation for the purpose of attending important organizational activities authorized by the organization. The employee organization shall provide reasonable notification to the Superintendent or designee when requesting a leave of absence for employees for this purpose. (Education Code 45210)

When leave is granted for any of the above purposes, the employee organization shall reimburse the district within 10 days after receiving the district's certification of payment of compensation to the employee. (Education Code 44987, 45210)

Religious Leave

The Superintendent or designee may grant an employees up to three days of leave per year for religious purposes, provided that the leave is requested in advance and that it does not cause additional district expenditures, the neglect of assigned duties or any other unreasonable hardship on the district.

The Superintendent or designee shall deduct the cost of a substitute, when required, from the wages of the employee who takes religious leave.

No employee shall be discriminated against for using this leave or any additional days of unpaid leave granted for religious observances at the discretion of the Superintendent or designee.

Spouse on Leave from Military Deployment

An employee who works an average of 20 hours or more per week and whose spouse is a member of the United States Armed Forces, National Guard, or reserves may take up to 10 days of unpaid leave during a period that his/her spouse is on leave from deployment during a military conflict, as defined in Military and Veterans Code 395.10. (Military and Veterans Code 395.10)

Within two business days of receiving official notice that his/her spouse will be on leave from deployment, the employee shall provide the Superintendent or designee with notice of his/her intention to take the leave. The employee shall submit written documentation certifying that his/her spouse will be on leave from deployment during the time that the leave is requested. (Military and Veterans Code 395.10)

PERSONAL LEAVES (continued)

Leave for Emergency Duty

An employee may take time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel. (Labor Code 230.3)

An employee who **performs duty as** is a volunteer firefighter, **reserve peace officer, or emergency rescue personnel** shall be permitted to take temporary leaves of absence, not to exceed an aggregate total of 14 days per calendar year, for the purpose of engaging in fire, or law enforcement, **or emergency rescue** training. (Labor Code 230.4)

Civil Air Patrol Leave

An employee may take up to 10 days of unpaid leave per calendar year, beyond any leave otherwise available to ~~employees~~, **him/her**, to respond to an emergency operational mission of the California Civil Air Patrol, provided that the employee has been employed by the district for at least a 90-day period immediately preceding the leave. Such leaves shall not exceed three days for a single ~~emergency-operational~~ mission, unless an extension is granted by the governmental entity authorizing the mission and is approved by the Superintendent or designee. (Labor Code 1501, 1503)

The employee shall give the district as much advance notice as possible of the intended dates of the leave. The Superintendent or designee may require certification from the proper Civil Air Patrol authority to verify the eligibility of the employee for the leave and may deny the leave if the employee fails to provide the required certification. (Labor Code 1503)

Legal Reference:

EDUCATION CODE

- 44036-44037 Leaves of absence for judicial and official appearances*
- 44963 Power to grant leaves of absence (certificated)*
- 44981 Leave of absence for personal necessity (certificated)*
- 44985 Leave of absence due to death in immediate family (certificated)*
- 44987 Service as officer of employee organization (certificated)*
- 44987.3 Leave of absence to serve on certain boards, commissions, etc.*
- 45190 Leaves of absence and vacations (classified)*
- 45194 Bereavement leave of absence (classified)*
- 45198 Effect of provisions authorizing leaves of absence*
- 45207 Personal necessity (classified)*
- 45210 Service as officer of employee organization (classified)*
- 45240-45320 Merit system, classified employees*

Legal Reference: (see next page)

PERSONAL LEAVES (continued)

Legal Reference: (continued)

EVIDENCE CODE

1035.2 Sex assault counselor; definition

1037.1 Domestic violence counselor; definition

FAMILY CODE

297-297.5 Registered domestic partner rights, protections, and benefits

GOVERNMENT CODE

3543.1 Release time for representatives of employee organizations

12945.1-12945.2 California Family Rights Act

LABOR CODE

230-230.2 Leave for victims of domestic violence, sexual assault or specified felonies

230.3 Leave for emergency personnel

230.4 Leave for volunteer firefighters

230.8 Leave to visit child's school

233 Illness of child, parent, spouse, domestic partner or domestic partner's child

234 Absence control policy

246.5 Paid sick days, purposes for use

1500-1507 Civil Air Patrol leave

MILITARY AND VETERANS CODE

395.10 Leave when spouse on leave from military deployment

PENAL CODE

667.5 Violent felony, defined

1192.7 Serious felony, defined

CALIFORNIA CONSTITUTION

Article 1, Section 8 Religious discrimination

UNITED STATES CODE, TITLE 29

2612-2654 Family and Medical Leave Act, leave requirements

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VII, Civil Rights Act of 1964

COURT DECISIONS

***Rankin v. Commission on Professional Competence* (1988) 24 Cal.3d 167**

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

***Berkeley Council of Classified Employees v. Berkeley Unified School District*, (2008) PERB Decision No. 1954**

Management Resources:

WEB SITES

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

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

Regulation

approved: August 4, 2009

revised: November 18, 2014

revised: August 2, 2016

WESTERN PLACER UNIFIED SCHOOL DISTRICT

Lincoln, California

MARRIED/PREGNANT/PARENTING STUDENTS

The Board of Trustees recognizes that early marriage, pregnancy or parenting, **and related responsibilities** may disrupt a student's education and increase the chance of a student dropping out of school. ~~The Board therefore desires to provide instruction and services designed to assist in pregnancy prevention.~~ The Board **also therefore** desires to support **married, pregnant, male and female expectant** and parenting students to **continue their education**, attain strong academic and parenting skills and to promote the healthy development of their children.

(cf. 5113.1 – Chronic Absence and Truancy)

(cf. 5147 - Dropout Prevention)

(cf. 5149 – At-Risk Students)

(cf. 6011 - Academic Standards)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

(cf. 6164.5 – Student Success Teams)

The district shall not discriminate against any student on the basis of the student's marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery. (Education Code 230; **34 CFR 106.40** ~~20 USC 1681-1688~~)

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

(cf. 5127 – Graduation Ceremonies and Activities)

For school-related purposes, a married student under the age of 18 years **who enters into a valid marriage** shall have all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved. (Family Code 7002)

Education and Support Services for Pregnant and Parenting Students

Pregnant and parenting students shall retain the right to participate in any comprehensive school or educational alternative programs. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the student and/or **his/her** child.

(cf. 6158 - Independent Study)

(cf. 6181 - Alternative Schools/Programs of Choice)

(cf. 6184 - Continuation Education)

(cf. 6200 - Adult Education)

Any education program or activity, including any class or extracurricular activity, that is offered separately to such students shall be comparable to that offered to other district students. A student's participation in such programs shall be voluntary. (34 CFR 106.40)

(cf. 6142.7 – Physical Education and Activity)

(cf. 6145 - Extracurricular and Cocurricular Activities)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

As required for other students with physical or emotional conditions or temporary disabilities, ~~the Superintendent or designee are required by the district to provide such certification;~~ a student based on her pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery, to obtain certification from a physician indicating that she is physically and emotionally able to participate in an educational program or activity, if other (34 CFR 106.40)

To the extent feasible, educational and related support services shall be provided, either through the district or in collaboration with community agencies and organizations, to meet the needs of pregnant and parenting students and their children. Such services may include, but are not limited to:

1. Child care and development services for the children of parenting students on or near school site(s) during the school day and during school-sponsored activities

(cf. 1020 - Youth Services)

(cf. ~~1400 - Relations Between Other Governmental Agencies and the Schools~~)

(cf. 5148 - Child Care and Development)

2. Parenting education and life skills instruction

3. Special school nutrition supplements for pregnant and lactating students pursuant to Education Code 49553, 42 USC 1786, and 7 CFR 246.1-246.28

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 5030 - Student Wellness)

4. Health care services, including prenatal care

(cf. 5141.6 - School Health Services)

5. Tobacco, alcohol, and/or drug prevention and intervention services

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.62 - Tobacco)

6. Academic and personal counseling

(cf. 6164.2 - Guidance/Counseling Services)

7. Supplemental instruction to assist students in achieving grade-level academic standards and progressing toward graduation

(cf. 6179 - Supplemental Instruction)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

As appropriate, teachers, administrators, and/or other personnel who work with pregnant and parenting students shall receive related professional development.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Absences

Pregnant or parenting students may be excused for absences related to confidential medical appointments in accordance with BP/AR 5113 - Absences and Excuses.

(cf. 5113 - Absences and Excuses)

The Superintendent or designee shall grant a student a leave of absence due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary by her physician. At the conclusion of the leave, the student shall be reinstated to the status she held when the leave began. (34 CFR 106.40)

(cf. 5112.3 - Student Leave of Absence)

A pregnant or parenting student also may request exemption from attendance because of a related physical or mental condition or because of personal services that must be rendered to a dependent. (Education Code 48410)

(cf. 5112.1 - Exemptions from Attendance)

Reasonable Accommodations

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program.

A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. (34 CFR 106.40)

(cf. 6183 - Home and Hospital Instruction)

The school shall provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to: (Education Code 222)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

- 1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child**
- 2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk**
- 3. Access to a power source for a breast pump or any other equipment used to express breast milk**
- 4. Access to a place to store expressed breast milk safely**
- 5. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child**

Complaints

Any complaint of discrimination on the basis of pregnancy or marital or parental status shall be addressed through the district's uniform complaint procedures in accordance with 5 CCR 4600-4687 and BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Any complaint alleging district noncompliance with the requirements to provide reasonable accommodations for lactating students also may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant who is not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 222; 5 CCR 4600-4687)

Program Evaluation

The Superintendent or designee shall periodically report to the Board regarding the effectiveness of district strategies to support married, pregnant, and parenting students, which may include data on participation rates in district programs and services, academic achievement, school attendance, graduation rate, and/or student feedback on district programs and services.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)**Pregnancy Prevention Program**

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program. A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. A lactating student shall have access to a private location, other than a restroom, to breastfeed or express milk for her infant child.

(cf. 6183 – Home and Hospital Instruction)

*Legal Reference:*EDUCATION CODE

222 Reasonable accommodations; lactating students

230 Six discrimination

8200-8498 Child Care and Development Services Act

48205 Excused absences

48220 Compulsory education requirement

48410 Persons exempted from continuation classes

49553 Nutrition supplements for pregnant/lactating students

51220.5 Parenting skills and education

51745 Independent study

52610.5 Enrollment of pregnant and parenting students in adult education

54740-54749.5 Cal-Safe Program for pregnant and parenting students

CIVIL CODE

51 Unruh Civil Rights Act

FAMILY CODE

7002 Description of emancipated minor

HEALTH AND SAFETY CODE

124175-124200 Adolescent and Family Life Act

104460 Tobacco prevention services for pregnant and parenting students

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4950 Nondiscrimination, marital and parental status

CODE OF REGULATIONS, TITLE 22

101151-101239.2 General licensing requirements for child care centers

101351-101439.1 Infant care centers

UNITED STATES CODE, TITLE 20

1681-1688 Title IX, Education Act Amendments

UNITED STATES CODE, TITLE 42

1786 Special supplemental nutrition program for women, infants, and children

CODE OF FEDERAL REGULATIONS, TITLE 7

246.1-246.28 Special supplemental nutrition program for women, infants, and children

CODE OF FEDERAL REGULATIONS, TITLE 34

106.40 Marital or parental status

ATTORNEY GENERAL OPINIONS

87 Ops. Cal. Atty. Gen. 168 (2004)

COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources: (see next page)

MARRIED/PREGNANT/PARENTING STUDENTS (continued)

Management Resources:

CALIFORNIA WOMEN'S LAW CENTER PUBLICATIONS

Educational Rights of Pregnant and Parenting Teens: Title IX and California State Law Requirements

Pregnant Students and Confidential Medical Services

The Civil Rights of Pregnant and Parenting Teens in California Schools, 2002

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Supporting the Academic Success of Pregnant and Parenting Students under Title IX of the Education Amendments of 1972, rev. June 2013

WEB SITES

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

California Women's Law Center: <http://www.cwlc.org>

U.S. Department of Agriculture, Women, Infants, and Children Program: <http://www.fns.usda.gov/wic>

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

Policy
adopted: September 4, 2007
revised: May 5, 2015
revised: August 2, 2016

WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

PHYSICAL EDUCATION AND ACTIVITY

The Governing Board recognizes the positive benefits of physical activity on student health and academic achievement. The district shall provide all students the opportunity to be physically active on a regular basis through high-quality physical education instruction and may provide additional opportunities for physical activity throughout the school day. The district's physical education and activity programs shall support the district's coordinated student wellness program and encourage students' lifelong fitness.

(cf. 5030 - Student Wellness)

(cf. 6142.8 - Comprehensive Health Education)

The district's physical education program shall provide a developmentally appropriate sequence of instruction aligned with the state's model content standards and curriculum framework.

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

For grades 9-12, ~~the overall course of study for grades 9-12~~ shall include the effects of physical activity upon dynamic health, the mechanics of body movement, aquatics, gymnastics and tumbling, individual and dual sports, rhythms and dance, team sports, and combatives. (Education Code 33352; 5 CCR 10060)

The Board shall approve the courses in grades 9-12 for which physical education credit may be granted.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

The district's physical education program shall engage students in moderate to vigorous physical activity, as defined in the accompanying administrative regulation, for at least 50 percent of class or session time. The Superintendent or designee shall develop strategies to monitor the amount of moderate to vigorous physical activity that takes place in the physical education instructional program.

The Superintendent or designee shall ensure that the district's program provides students with equal opportunities for instruction and participation regardless of gender in accordance with law.

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

Students with disabilities shall be provided instruction in physical education in accordance with their individualized education program or Section 504 accommodation plan.

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

PHYSICAL EDUCATION (continued)

~~Physical education staff shall appropriately adjust the amount or type of physical exercise required of students d~~During air pollution episodes, hot **extreme** weather, or other inclement conditions, **physical education staff shall make appropriate adjustments to the program or shall seek alternative indoor space to enable students to participate in active physical education.** ~~or as needed to accommodate individual student health needs.~~

~~(cf. 3516 – Emergencies and Disaster Preparedness Plan)~~

~~(cf. 3514 – Environmental Safety)~~

~~(cf. 5141.7 – Sun Safety)~~

~~The district's physical education program shall be provided by appropriately credentialed teachers who may be assisted by instructional aides, paraprofessionals, and/or volunteers. Continuing professional development shall be offered to physical education teachers and to classroom teachers serving as instructors of physical education in order to enhance the quality of instruction and the variety of activities offered.~~

The Superintendent or designee shall develop strategies to supplement physical education instruction with additional opportunities for students to be physically active before, during, and after the school day.

~~(cf. 1330.1 - Joint Use Agreements)~~

~~(cf. 5142.2 - Safe Routes to School Program)~~

~~(cf. 5148 - Child Care and Development Program)~~

~~(cf. 5148.2 - Before/After School Programs)~~

~~(cf. 6145 - Extracurricular and Cocurricular Activities)~~

Staffing

Physical education instruction shall be delivered by appropriately credentialed teachers who may be assisted by instructional aides, paraprofessionals, and/or volunteers.

~~(cf. 1240 - Volunteer Assistance)~~

~~(cf. 4112.2 - Certification)~~

~~(cf. 4112.21 - Interns)~~

~~(cf. 4113 - Assignment)~~

~~(cf. 4222 - Teacher Aides/Paraprofessionals)~~

The district shall provide physical education teachers with continuing professional development, including classroom management and instructional strategies designed to keep students engaged and active and to enhance the quality of physical education instruction and assessment.

~~(cf. 4131 - Staff Development)~~

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

PHYSICAL EDUCATION (continued)

Physical Fitness Testing

The Superintendent or designee shall annually administer the physical fitness test designated by the State Board of Education (**FITNESSGRAM**) to students in grades 5, 7, and 9. (Education Code 60800; 5 CCR 1041)

~~The Superintendent or designee shall annually report to the Board the results of the physical fitness testing for each school and applicable grade level. He/she shall also report to the Board regarding the number of instructional minutes offered in physical education for each grade level, the number of two-year and permanent exemptions granted pursuant to Education Code 51241 as described below, and any other data agreed upon by the Board and the Superintendent or designee to evaluate program quality and the effectiveness of the district's program in meeting goals for physical activity.~~

~~(cf. 0500—Accountability)~~

~~(cf. 6190—Evaluation of the Instructional Program)~~

~~The Superintendent or designee shall report the aggregate results of the physical fitness testing in the annual school accountability report card required by Education Code 33126 and 35256. (Education Code 60800)~~

~~(cf. 05100—School Accountability Report Card)~~

Temporary Exemptions

The Superintendent or designee may grant temporary exemption from physical education under any of the following conditions: (Education Code 51241)

1. The student is ill or injured and a modified program to meet his/her needs cannot be provided.
2. The student is enrolled for one-half time or less.

Two-Year Exemptions

With a student's consent, the Superintendent or designee may exempt the student from **physical education courses** for any two years of physical education courses during grades 10-12 provided that the student has satisfactorily met any five of the six standards of the **FITNESSGRAM** state's physical fitness test in grade 9. (Education Code 51241)

Upon request by students and/or their parents/guardians, the Superintendent or designee may administer the **FITNESSGRAM** physical fitness test to students in grades 10-12 who need to pass the test in order to qualify for a two-year exemption from physical education courses.

PHYSICAL EDUCATION (continued)

Students in grades 10-12 who have been granted a two-year exemption shall be offered a variety of elective physical education courses of not less than 400 minutes each 10 school days. (Education Code 51222)

Such students shall not be permitted to attend fewer total hours of courses and classes than they would have attended if enrolled in a physical education course. (Education Code 51241)

(cf. 6112 - School Day)

Permanent Exemptions

The Superintendent or designee may grant **a student** a permanent exemption from physical education ~~to a student~~ under any of the following conditions: (Education Code 51241)

1. The student is age 16 years or older and has been enrolled in grade 10 for one or more academic years. **However, such a student shall not be permitted to attend fewer total hours of courses and classes than he/she would have attended if enrolled in a physical education course.**
2. The student is enrolled as a postgraduate student.
3. The student is enrolled in a juvenile home, ranch, camp, or forestry camp school with schedule recreation and exercise.

Other Exemptions

The Superintendent or designee may grant **a student** ~~an permanent~~ exemptions from physical education under the following special circumstances:

1. **When ~~T~~the student is in any grades 10-12 and is excused for up to 24 clock hours in order to participate in automobile driver training. However, any such student shall attend a minimum of 7,000 minutes of physical education instruction during the school year. (Education Code 51222)**
2. **When ~~T~~the student is in grades 10-12 attends a regional occupational center or program, and, because of the travel time, would experience hardship to attendance in physical education courses. results in hardship because of the travel time involved. Any such student shall have a minimum school day of 180 minutes. (Education Code 52316)**

(cf. 6178.2 – Regional Occupational Center/Program)

PHYSICAL EDUCATION (continued)

3. **When** ~~The~~ student is in high school and is engaged a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours. (Education Code 51242)

(cf. 6145.2 - Athletic Competition)

Program Evaluation

The Superintendent or designee shall annually report to the Board each school's **FITNESSGRAM** results for each applicable grade level. He/she shall also report to the Board regarding the number of instructional minutes offered in physical education for each grade level, the number of two-year and permanent exemptions granted pursuant to Education Code 51241, and any other data agreed upon by the Board and the Superintendent or designee to evaluate program quality and the effectiveness of the district's program in meeting goals for physical activity.

(cf. 0500 - Accountability)

(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:**EDUCATION CODE**

33126 School accountability report card

33350 CDE responsibilities re: physical education

35256 School accountability report card

44250-44277 Credential types

49066 Grades; physical education class

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51222 Physical education

51223 Physical education, elementary schools

51241 Temporary, **two-year** or permanent exemption from physical education

51242 Exemption from physical education for athletic program participants

52316 Excuse from attending physical education classes

60800 Physical performance test

CODE OF REGULATIONS, TITLE 5

1040-1048 Physical performance test

3051.5 Adapted physical education for individuals with exceptional needs

4600-4687 Uniform complaint procedures

10060 Criteria for high school physical education programs

80020 Additional assignment authorizations for specific credentials

80037 Designated subjects teaching credential; special teaching authorization in physical education

80046.1 Added authorization to teach adopted physical education

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

1751 Note Local wellness policy

ATTORNEY GENERAL OPINIONS

53 Ops. Cal. Atty. Gen. 230 (1970)

Legal Reference: (continued on next page)

PHYSICAL EDUCATION (continued)**COURT DECISIONS**

Doe v. Albany Unified School District (2010) 190 Cal.App.4th 668

Cal200 et al. v. San Francisco Unified School District et al. (2013), San Francisco Superior Court, Case No. CGC-13-534975

Cal200 et al. v. Oakland Unified School District et al. (San Francisco Superior Court, Case No. CPF-14-513959

Management Resources:**CSBA PUBLICATIONS**

Districts at Risk from Lawsuits Regarding PE Instructional Minute Requirement, Legal Alert, May 2015

Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, 2012

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2012

Active Bodies, Active Minds: Physical Activity and Academic Achievement, Fact Sheet, February 2010

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, rev. February 2010

Maximizing Opportunities for Physical Activity During the School Day, Fact Sheet, November 2009

Moderate to Vigorous Physical Activity in Physical Education to Improve Health and Academic Outcomes, Fact Sheet, November 2009

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, Physical Education and California Schools: Policy Brief, rev. October 2007

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Physical Education Framework for California Public Schools: Kindergarten Through Grade 12, 2009

Physical Education Model Content Standards for California Public Schools: Kindergarten Through Grade 12, January 2005

Adapted Physical Education Guidelines for California Schools, 2003

CALIFORNIA DEPARTMENT OF HEALTH SERVICES PUBLICATIONS**CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS**

School Health Index (SHI): for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide 2014 for Elementary and Middle/High Schools, 2000

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

The Administrator's Assignment Manual, 2007

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

2008 Physical Activity Guidelines for Americans, October 2008

WEB SITES

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

California Department of Education, Physical Fitness Testing: <http://www.cde.ca.gov/ta/tg/pf>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition):
<http://www.californiaprojectlean.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Commission on Teacher Credentialing: <http://cte.ca.gov>

Educational Data System, California physical fitness: <http://www.eddata.com/projects/current/cpf>

Healthy People 2010: <http://www.healthypeople.gov>

National Association for Sports and Physical Education: <http://www.aahperd.org/naspe>

President's Council on Physical Fitness and Sports: <http://www.fitness.gov>

The California Endowment: <http://www.calendow.org>

U.S. Department of Health and Human Services: <http://www.health.gov>

Policy

WESTERN PLACER UNIFIED SCHOOL DISTRICT

adopted: August 4, 2009

Lincoln, California

revised: September 4, 2012

revised: August 2, 2016

PHYSICAL EDUCATION AND ACTIVITY**Definitions**

Physical education is a sequential educational program that teaches students to understand and participate in regular physical activity for developing and maintaining physical fitness throughout their lifetimes, understand and improve their motor skills, enjoy using their skills and knowledge to establish a healthy lifestyle, and understand how their bodies work.

Physical activity is bodily movement that is produced by the contraction of skeletal muscle and that substantially increases energy expenditure, including exercise, sport, dance, and other movement forms.

Moderate physical activity is any activity which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, walking briskly, dancing, swimming, or bicycling on level terrain. A person should feel some exertion but should be able to carry on a conversation comfortably during the activity.

Vigorous physical activity is any activity which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, jogging, participating in high-impact aerobic dancing, swimming continuous laps, or bicycling uphill. Vigorous physical activity may be intense enough to result in a significant increase in heart and respiration rate.

Instructional Time

Instruction in physical education shall be provided for a total at least the following minimum period of time: ~~of not less than 200 minutes each 10 school days for students in grades 1-6 and not less than 400 minutes each 10 school days for students in grades 7-12.~~ (Education Code 51210, 51222, 51223)

1. For students in grades 1-6, 200 minutes each 10 school days, exclusive of recesses and the lunch period
2. For students in grades 7-8 attending an elementary school, 200 minutes each 10 school days, exclusive of recesses and the lunch period
3. For students in grades 7-8 attending a middle school or junior high school, 400 minutes each 10 school days
4. For students in grades 9-12, 400 minutes each 10 school days

~~Students in grades 10-12 who have been granted a two-year exemption pursuant to Education Code 51241(b) shall be offered a variety of elective physical education courses of not less than 400 minutes each 10 school days. (Education Code 51222)~~

PHYSICAL EDUCATION AND ACTIVITY (continued)

~~Students in grades 10-12 who have been granted a two-year or permanent exemption from physical education pursuant to Education Code 51241(b)(1) or (c) shall not be permitted to attend fewer total hours of courses and classes than they would have attended if enrolled in a physical education course. (Education Code 51241)~~

~~Students in a regional occupational program or center who are exempted from physical education pursuant to Education Code 52316 shall have a minimum school day of 180 minutes. (Education Code 52316)~~

If the instructional minute requirement cannot be met during any 10-day period due to inclement weather, a school assembly, field trip, student assessment, or other circumstance, the school shall make up those minutes on another day in order to satisfy the instructional minute requirement.

The Superintendent or designee shall determine a method to document compliance with the required number of instructional minutes. Such documentation may include, but not be limited to, a master schedule, teacher roster, or log for staff or students to record the number of physical education minutes completed.

Any complaint alleging noncompliance with the instructional minute requirement for elementary schools may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in a complaint, the district shall provide a remedy to all affected students and parents/guardians. (Education Code 51210, 51223; 5 CCF 4600-4687)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 6178.2 - Regional Occupational Center/Program)

Monitoring Moderate to Vigorous Physical Activity

To monitor whether students are engaged in moderate to vigorous physical activity for at least 50 percent of physical education class or session time, the Superintendent or designee may:

1. Develop methods to estimate the amount of time students spend in moderate to vigorous physical activity or the number of students who are inactive during physical education classes
2. Provide physical education teachers with staff development, self-monitoring tools, stopwatches, and/or heart rate monitors to assist them in planning and assessing the level of activity in their classes

(cf. 4115 - Evaluation/Supervision)

PHYSICAL EDUCATION AND ACTIVITY (continued)**Physical Performance Fitness Testing**

During the annual assessment window between the month of February through May, students in grades 5, 7 and 9 shall be administered the physical fitness test designated by the State Board of Education (**FITNESSGRAM**). (Education Code 60800; 5 CCR 1041)

(cf. 6162.5 - Student Assessment)

The Superintendent or designee may provided a make-up date for students who are unable to take the test based on absence or temporary physical restriction or limitations, such as students recovering from illness or injury. (5 CCR 1043)

On or before November 1 of each school year, the Superintendent may designate an employee to serve as the district's physical fitness test coordinator and so notify the test contractor. The test coordinator shall serve as the liaison between the district and California Department of Education for all matters related to the physical fitness test. His/her duties shall be those specified in 5 CCR 1043.4, including, but not limited to, overseeing the administration of the test and the collection and return of all test data to the test contractor. (5 CCR 1043.4)

Students shall be provided with their individual results after completing the physical performance testing **FITNESSGRAM**. The test results may be provided in writing or orally as the student completes the testing and shall be included in his/her cumulative record. (Education Code 60800; 5 CCR 1043.10, 1044)

(cf. 5125 - Student Records)

Each student's test results shall also be provided to his/her parents/guardians.

The Superintendent or designee shall report the aggregate results of the ~~physical fitness testing~~ **FITNESSGRAM** in the annual school accountability report card required by Education Code 33126 and 35256. (Education Code 60800)

(cf. 0510 - School Accountability Report Card)

Testing Variations

All students may be administered the state's ~~physical fitness test~~ **FITNESSGRAM** with the following test variations: (5 CCR 1047)

1. Extra time within a testing day
2. Test directions that are simplified or clarified

All students may have the following test variations if they are regularly used in the classroom: (5 CCR 1047)

PHYSICAL EDUCATION AND ACTIVITY (continued)

1. Audio amplification equipment
2. Separate testing for individual students provided that they are directly supervised by the test examiner
3. Manually Coded English or American Sign Language to present directions for test administration

Students with a physical disability and students who are physically unable to take all of the test shall undergo as much of the test as their physical condition will permit. (Education Code 60800; 5 CCR 1047)

Students with disabilities may be provided the following accommodations if specified in their individualized education program (IEP) or Section 504 plan: (5 CCR 1047)

1. Administration of the test at the most beneficial time of day to the student after consultation with the test contractor
2. Administration of the test by a test examiner to the student at home or in the hospital
3. Any other accommodation specified in the student's IEP or Section 504 plan for the physical fitness test

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

Identified English learners may be allowed the following additional test variations if regularly used in the classroom: (5 CCR 1048)

1. Separate testing with other English learners, provided that they are directly supervised by the test examiner
2. Test directions translated into their primary language, and the opportunity to ask clarifying questions about the test directions in their primary language

Additional Opportunities for Physical Activity

The Superintendent or designee shall implement strategies for increasing opportunities for physical activity outside the physical education program, which may include, but not be limited to:

1. Training recess and lunch supervisors on methods to engage students in moderate to vigorous physical activity

PHYSICAL EDUCATION AND ACTIVITY (continued)

(cf. 1240 - Volunteer Assistance)

(cf. 4231 - Staff Development)

(cf. 5030 - Student Wellness)

2. Encouraging teachers to incorporate physical activity into the classroom
3. Establishing extracurricular activities that promote physical activity, such as school clubs, intramural athletic programs, dance performances, special events, and competitions

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.5 - Student Organizations and Equal Access)

4. **Incorporating opportunities for physical activity into before- or after-school programs and/or child care and development programs**

(cf. 5148 - Child Care and Development Program)

(cf. 5148.2 - Before/After School Programs)

5. **Exploring opportunities for joint use of facilities or grounds in order to provide adequate space for students and community members to engage in recreational activities**

(cf. 1330.1 - Joint Use Agreements)

6. **Developing business partnerships to maximize resources for physical activity equipment and programs**

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

7. **Developing programs to encourage and facilitate walking, bicycling, or other active transport to and from school**

(cf. 5142.2 - Safe Routes to School Program)

STATE ACADEMIC ACHIEVEMENT TESTS

The Superintendent or designee shall administer the California Assessment of Student Performance and Progress (CAASPP) to all district students at applicable grade levels, except those students exempted by law.

The district shall permit any locally funded charter school to administer the CAASPP to its students in coordination with the testing of district students. In addition, the Superintendent or designee shall arrange for the testing of students in any alternative education program or program conducted off campus, including, but not limited to, non-classroom based programs, continuation schools, independent study, community day schools, county community schools, juvenile court schools, or nonpublic, nonsectarian schools. No test shall be administered in a home or hospital except by a test examiner. (5 CCR 851)

(cf. 0420.4 - Charter School Authorization)

(cf. 0420.41 - Charter School Oversight)

(cf. 6158 - Independent Study)

(cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)

(cf. 6181 - Alternative Schools/Programs of Choice)

(cf. 6183 - Home and Hospital Instruction)

(cf. 6184 - Continuation Education)

(cf. 6185 - Community Day School)

On or before July 1 of each year, the Superintendent or designee shall identify any district school(s) with students who are unable to access the computer-based assessment of a CAASPP test and shall report the number of such students to the test contractor. If available, a paper and pencil version of the assessment may be administered to such students. (5 CCR 853, 857)

On or before September 30 of each year, the Superintendent or designee shall designate a district coordinator who shall oversee all matters related to the testing program and serve as the district representative and liaison with the test contractor and the California Department of Education (CDE). The Superintendent or designee shall also designate a coordinator for each test site. The duties of the district and site test coordinators shall include those specified in 5 CRR 857-858. (5 CCR 857-858)

The Superintendent or designee also shall appoint **trained test examiner(s) administrator(s)** to administer **CAASPP achievement tests and test examiner(s) to administer the California Alternate** state Assessments. A test examiner shall ~~be an employee or contractor of the district or, for an alternate assessment for students with disabilities, shall be a~~ certificated or licensed employee of the school, district, or county office of education. (5 CCR 850)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

As appropriate, the Superintendent or designee shall assign a specially trained district employee to serve as a test proctor to assist the test examiner; a specially trained district employee, or other person supervised by a district employee, to serve as a translator to

STATE ACADEMIC ACHIEVEMENT TESTS (continued)

translate the test directions into a student's primary language; and a district employee to serve as a scribe to transcribe a student's responses to the format required by the test. A student's parent/guardian **or sibling** shall not be eligible to be that student's translator or scribe. (5 CCR 850)

All test administrators, test examiners, proctors, translators, scribes, district and site test coordinators, and other persons having access to any of the CAASPP achievement tests and corresponding test materials, assessment technology platform, or tests administered pursuant to Education Code 60640 shall acknowledge the limited purpose of their access to the achievement tests by signing a test security affidavit. In addition, all district and site test coordinators shall sign a test security agreement before receiving any CAASPP achievement tests and corresponding test materials. The test security affidavit and test security agreement shall be those set forth in 5 CCR 859. (5 CCR 850, 859)

~~Test coordinators, examiners, proctors, translators, and scribes shall sign a test security agreement or affidavit. (5 CCR 859)~~

Tests Included in the State Assessment System

~~The district shall administer the following assessments in the California Assessment of Student Performance and Progress (CAASPP) assessments: (Education Code 60640)~~

1. ~~The **CAASPP achievement tests** Smarter Balanced Assessment Consortium summative assessments for English language arts and mathematics, in grades 3-8 and 11, except that:~~

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

- a. Recently arrived English learners, defined pursuant to Education Code 60640 as English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law. **A recently arrived English learner may be administered the test upon request by his/her parent/guardian.**

(cf. 6174 - Education for English Language Learners)

- b. Students with disabilities who are unable to participate in these **English language arts and mathematics** assessments, even with the resources described in the section "Testing Variations" below, ~~may~~ **shall** be provided an alternate test **when designated** in accordance with their individualized education program (IEP), as provided in item #3 below.

STATE ACADEMIC ACHIEVEMENT TESTS (continued)*(cf. 6159 - Individualized Education Program)**(cf. 6164.6 - Identification and Education Under Section 504)*

2. ~~California Standards Tests in Science~~ **assessments** at grades 5, 8, and 10

However, students with disabilities who are unable to participate in the science assessments, even with the resources described in the "Testing Variations" section below, shall be provided an alternate test when designated in their IEP, as provided in item #3 below.

(cf. 6142.93 - Science Instruction)

3. For students with disabilities who are unable to take the tests specified in items #1-2 above, even with appropriate accommodations **or other testing resources, and who have an IEP that designates the use of alternate tests at the applicable grade levels:**

- a. **California Alternate Assessment in English language arts and mathematics for students with significant cognitive disabilities**
- b. For the science assessment, either the ~~California Alternate Performance Assessment or California Modified Assessment, in accordance with the student's IEP or,~~ **for students with significant cognitive disabilities, the California Alternate Performance Assessment**

4. ~~The Standards-Based Test in Spanish (STS) to Spanish-speaking English learners in grades 2-11. This test shall be administered to English learners in addition to the state achievement tests administered in English.~~

(cf. 6174 - Education for English Language Learners)

~~The STS also may be used to assess students in a dual language immersion program who are not limited English proficient or who are redesignated fluent English proficient.~~

5. ~~For students in grade 11 on a voluntary basis, an augmented achievement test approved for use in the Early Assessment Program as a measure of students' readiness for college-level work in English and/or mathematics pursuant to Education Code 99300-99301.~~

In addition, the Superintendent or designee may administer a primary language assessment to English learners. Administration of this test shall not replace the administration of the above tests, administered in English, to English learners. (Education Code 60640)

STATE ACADEMIC ACHIEVEMENT TESTS (continued)

The primary language assessment also may be used to assess students in a dual language immersion program who are not limited English proficient or who are redesignated fluent English proficient, subject to approval by the California Department of Education (CDE) of an agreement between the district and the state testing contractor. (Education Code 60640)

Exemptions

~~A parent/guardian may submit to the school a written request to excuse his/her child from any or all parts of any test. However, the district employees shall not solicit or encourage any written exemption on behalf of any student or group of students. (5 CCR 852)~~

Each year the Superintendent or designee shall notify parents/guardians of their child's participation in the CAASPP and of the provisions of Education Code 60615 related to exemptions from testing. (5 CCR 852)

(cf. 5145.6 - Parental Notifications)

A parent/guardian may annually submit to the school a written request to excuse his/her child from any or all parts of the CAASPP assessments for the school year, and such a request shall be granted by the Superintendent or designee. However, district employees shall not solicit or encourage any exemption request on behalf of any student or group of students. (Education Code 60615; 5 CCR 852)

If a parent/guardian submits an exemption request after testing has begun, any test(s) completed before the request is submitted will be scored and the results reported to the parent/guardian and included in the student's records. (5 CCR 852)

Testing Period

The Superintendent or designee shall establish testing days for district students within the following available testing windows: (5 CCR 855)

1. Assessments in English language arts and mathematics shall be administered between the date on which at least 66 percent of the school's or track's annual instructional days for grades 3-8, or at least 80 percent of the annual instructional days for grade 11, have been completed and the last day of instruction for the regular annual calendar of the school or track.
2. All science assessments, including CAPA and CMA, shall be administered during an available testing window of 25 instructional days that includes 12 instructional days before and after completion of 85 percent of the school's or track's annual instructional days.

STATE ACADEMIC ACHIEVEMENT TESTS (continued)

3. **Beginning in the 2016-17 school year, the CAA shall be administered during the available testing windows specified in item #1.**
4. **The primary language assessment shall be administered to English learners within the testing window specified in item #2.**

Within the above testing windows, the Superintendent or designee may designate one testing period for each school or track or, if a school has multiple tracks, a selected testing period for each track. The district shall not exceed six selected testing periods within the available testing window. The testing period shall be no fewer than 25 consecutive instructional days and may be extended up to an additional 10 consecutive instructional days if still within the available testing window set forth in items #1-4 above. (5 CCR 855)

Students who are absent during testing shall be provided an opportunity to take the tests within the testing window.

Testing Variations

Assessments CAASPP achievement tests and the primary language test shall be administered in accordance with the manuals or other instructions provided by the test contractor and California Department of Education (CDE), except that, as appropriate, the following testing variations may be used: ~~students may be provided a tool, support, or accommodation that is specifically allowed pursuant to~~ (5 CCR 850, 853.-853.8 5-)

1. **Universal tools specified in 5 CCR 853.5 may be used with any student.**
2. **Designated supports specified in 5 CCR 853.5 and, if an English learner, in 5 CCR 853.7, may be used with a student for whom the need has been indicated by an educator or team of educators, with parent/guardian and student input as appropriate, or for whom the need is specified in the student's IEP or Section 504 plan. ~~Designated supports or accommodations provided to students with disabilities shall be those specified in their IEP or Section 504 plan. (5 CCR 850, 853.5)~~**
3. **Accommodations specified in 5 CCR 853.5 may be used with a student with disabilities when included in the student's IEP or Section 504 plan as resources that are regularly used in the classroom for the student's instruction and/or assessment(s). Such accommodations shall be either utilized in the assessment environment or consist of changes in procedures or materials that increase equitable access during the assessment.**

STATE ACADEMIC ACHIEVEMENT TESTS (continued)

4. **An unlisted resource that has not been specifically identified as an approved universal tool, designated support, or accommodation may be used with a student who has an IEP or Section 504 plan provided that the resource is one that is regularly used in the classroom for instruction and/or assessment and the CDE has approved its use. At least 10 business days prior to the student's first day of CAASPP testing, the district or school site test coordinator may electronically submit a request to the CDE for approval to use that unlisted resource during that year. If the CDE determines that the unlisted resource changes the construct being measured, the unlisted resource may nevertheless be used with the student in order to generate an individual score report even though the student shall not be counted in the participation rate for accountability measures. (5 CCR 853.8)**

~~If a resource has not been specifically identified in 5 CCR 853.5 or 853.7 but is regularly used by a student in the classroom for instruction and/or assessment, the district or school site test coordinator may submit a written request to the CDE for approval to use that individualized aid. He/she shall submit the request at least 10 business days prior to the student's first day of CAASPP testing. (5 CCR 853.5)~~

In the administration of the CAA to a student with significant cognitive disabilities, the student may have all instructional supports that may be used in daily instruction or assessment, including language and physical supports, with the exception of any inappropriate test practices listed in test administration manuals. (5 CCR 850, 853.6)

Reports of Test Results

For any state assessments that produce valid individual student results, the Superintendent or designee shall forward or transmit the student's test results to his/her parents/guardians within 20 working days from receipt of the results from the test contractor or, if the district receives the results from the contractor after the last day of instruction for the school year, then within the first 20 working days of the next school year. The report shall include a clear explanation of the purpose of the test, the student's score, and its intended use by the district. An individual student's scores shall also be reported to his/her school and teacher(s) and shall be included in his/her student record. (Education Code 60641; 5 CCR 863)

(cf. 5125 - Student Records)

With parent/guardian consent, the Superintendent or designee may release a student's test results to a postsecondary educational institution for the purposes of credit, placement, determination of readiness for college-level coursework, or admission. (Education Code 60641)

STATE ACADEMIC ACHIEVEMENT TESTS (continued)

The Superintendent or designee shall present districtwide, school-level, and grade-level results to the Governing Board at a regularly scheduled meeting. The Board shall not receive individual students' scores or the relative position of any individual student. (Education Code 49076, 60641)

Regulation
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WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California

GUIDANCE/COUNSELING SERVICES

The Governing Board recognizes that a comprehensive counseling program promotes academic achievement and serves the diverse needs of all district students. Counseling staff shall be available to meet with students regarding their educational progress toward academic and/or career goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning.

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

(cf. 4112.2 - Certification)

Responsibilities of school counselors include, but are not limited to:

- 1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement**
- 2. Planning, implementing, and evaluating programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of academic, social, and emotional abilities**
- 3. Using multiple sources of information to monitor and improve student behavior and achievement**
- 4. Collaborating and coordinating with school and community resources**
- 5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services**

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

- 6. Intervening to ameliorate school-related problems, including issues related to chronic absences**

(cf. 5113.1 - Chronic Absence and Truancy)

GUIDANCE/COUNSELING SERVICES (continued)

7. **Using research-based strategies to reduce stigma, conflict, and student-to-student mistreatment and bullying**

8. **Improving school climate and student well-being**

(cf. 5137 - Positive School Climate)

9. **Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs**

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

10. **Providing counseling interventions and support services for students classified as English learners, eligible for free or reduced-priced meals, or foster youth, including enhancing equity and access to the education system and community services**

(cf. 0460 - Local Control and Accountability Plan)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

11. **Engaging in continued development as a professional school counselor**

(cf. 4131 - Staff Development)

Academic and Career Educational Counseling

~~The district's academic counseling program shall be designed to assist students to establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities, and interests. Insofar as possible, parents/guardians shall be included when making educational plans.~~

~~*(cf. 6011 - Academic Standards)*~~

~~*(cf. 6020 - Parent Involvement)*~~

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

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions. (Education Code 221.5)

(cf. 5145.6 - Parental Notifications)

GUIDANCE/COUNSELING SERVICES (continued)

The **educational** counseling program for ~~high school students may~~ **shall** include, at appropriate grade levels **academic counseling in the following areas:** (Education Code 49600)

1. ~~Information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships~~

~~(cf. 6141.5—Advanced Placement)~~

~~(cf. 6143—Courses of Study)~~

~~(cf. 6146.1—High School Graduation Requirements)~~

~~(cf. 6146.11—Alternative Credits Toward Graduation)~~

~~(cf. 6146.2—Certificate of Proficiency/High School Equivalency)~~

2. ~~An opportunity for each student and, if practicable, his/her parent/guardian to meet with a counselor to discuss the student's career goals, available educational and career technical education options, and community and workplace experiences to support the student's goals~~

~~(cf. 6178—Career Technical Education)~~

~~(cf. 6178.1—Work-Based Learning)~~

~~(cf. 6178.2—Regional Occupational Center/Program)~~

3. ~~Monitoring of each student's fulfillment of required coursework and progress toward promotion and graduation, and notification of the student and his/her parent/guardian of remaining academic requirements~~

~~(cf. 5123—Promotion/Acceleration/Retention)~~

~~(cf. 6162.52—High School Exit Examination)~~

4. ~~Additional specialized counseling services for students identified as at risk of not graduating with their class~~

~~(cf. 6176—Weekend/Saturday Classes)~~

~~(cf. 6177—Summer Learning Programs)~~

~~(cf. 6179—Supplemental Instruction)~~

1. **Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans**
2. **Optimizing progress towards achievement of proficiency standards**

GUIDANCE/COUNSELING SERVICES (continued)

- 3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes**
- 4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid**
- 5. Career and vocational counseling, in which students are assisted in doing all of the following:**
 - a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition**
 - b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success**
 - c. Developing realistic perceptions of work, the changing work environment, and the effect of work on lifestyle**
 - d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options**
 - e. Understanding the value of participating in career technical education and work-based learning activities and programs, including, but not limited to, service learning, regional occupational centers and programs, partnership programs, job shadowing, and mentoring experiences**

(cf. 6178 - Career Technical Education)

(cf. 6178.1 - Work-Based Learning)

(cf. 6178.2 - Regional Occupational Center/Program)

- f. Understanding the need to develop essential employable skills and work habits**
- g. Understanding the variety of four-year colleges and universities and community college vocational and technical preparation programs, as well as admission criteria and enrollment procedures**

The district's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with the rest of their class, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to

GUIDANCE/COUNSELING SERVICES (continued)

postsecondary education or employment, and counseling regarding available options for a student to continue his/her education if he/she fails to meet graduation requirements.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education. (Education Code 48431)

(cf. 6184 - Continuation Education)

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

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

(cf. 5145.3 - Nondiscrimination/Harassment)

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. (Education Code 49603; 10 USC 503; 20 USC 7908)

(cf. 5125.1 - Release of Directory Information)

Personal or Mental Health Counseling

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

(cf. 1020 - Youth Services)

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5137 - Positive School Climate)

GUIDANCE/COUNSELING SERVICES (continued)

~~(cf. 5138 - Conflict Resolution/Peer Mediation)~~
~~(cf. 5141.4 - Child Abuse Prevention and Reporting)~~
~~(cf. 5141.6 - School Health Services)~~
~~(cf. 5145.9 - Hate-Motivated Behavior)~~
~~(cf. 5147 - Dropout Prevention)~~
~~(cf. 5149 - At Risk Students)~~
~~(cf. 6164.5 - Student Success Teams)~~
~~(cf. 6173 - Education for Homeless Children)~~
~~(cf. 6173.1 - Education for Foster Youth)~~

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

~~(cf. 5022 - Student and Family Privacy Rights)~~
~~(cf. 5125 - Student Records)~~

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

~~(cf. 0450 - Comprehensive Safety Plan)~~
~~(cf. 3516 - Emergencies and Disaster Preparedness Plan)~~

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

GUIDANCE/COUNSELING SERVICES (continued)

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

(cf. ~~5131 - Conduct~~)

(cf. ~~5131.2 - Bullying~~)

(cf. 5136 - Gangs)

(cf. 5141.52 - Suicide Prevention)

Teacher-Based Advisory Program

The Board recognizes that a supportive, ongoing relationship with a caring adult can provide a student with valuable advice, enhance student-teacher relationships, and build the student's feelings of connectedness with the school. The Board authorizes the development of a teacher-based advisory program in which teachers advise students in such areas as academic planning, character development, conflict resolution, and self-esteem. Any teacher participating in this program shall be under the supervision of a credentialed school counselor as appropriate, receive related information and training, and be subject to this Board policy and law, including requirements pertaining to student confidentiality and nondiscrimination.

(cf. 4131 - Staff Development)

Legal Reference: (see next page)

GUIDANCE/COUNSELING SERVICES (continued)

Legal Reference:

EDUCATION CODE

221.5 Prohibited sex discrimination

~~41505-41508 Pupil Retention Block Grant~~

44266 Pupil personnel services credential

48431 Establishing and maintaining high school guidance and placement program

49600-49604 Educational counseling

51250-51251 School age military dependents

51513 Personal beliefs

~~52378-52380 Supplemental School Counseling Program~~

FAMILY CODE

6920-6929 Consent by minor for treatment or counseling

HEALTH AND SAFETY CODE

124260 Mental health services; consent by minors age 12 and older

PENAL CODE

11166-11170 Reporting known or suspected cases of child abuse

WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

CODE OF REGULATIONS, TITLE 5

4930-4931 Counseling

80049-80049.1 Pupil personnel services credential

80632-80632.5 Preparation programs for pupil personnel services

UNITED STATES CODE, TITLE 10

503 Military recruiter access to directory information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

7908 Armed forces recruiter access to students and student recruiting information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family educational rights and privacy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

WEB SITES

American School Counselor Association: <http://www.schoolcounselor.org>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

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

Commission on Teacher Credentialing: <http://www.etc.ca.gov>

U.S. Department of Education, access to military recruiters:

<http://www.ed.gov/policy/gen/guid/fpco/hottopics/ht10-09-02.html>

Policy
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WESTERN PLACER UNIFIED SCHOOL DISTRICT
Lincoln, California