

Western Placer Unified School District
Regular Meeting of the Board of Trustees
December 2, 2014, 7:00 P.M.
LINCOLN HIGH SCHOOL – LIBRARY
790 J Street, Lincoln, CA 95648

MINUTES

2013-2014 Goals & Objectives (G & O) for the Management Team: Component I: Quality Student Performance; Component II: Curriculum Themes; Component III: Special Student Services; Component IV: Staff & Community Relations; Component V: Facilities/Administration/Budget.

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

Board Members Present:

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

Others Present:

Scott Leaman, Superintendent
Audrey Kilpatrick, Assistant Superintendent of Business & Operations
Ryan Davis, Assistant Superintendent of Personnel Services
Kerry Callahan, Assistant Superintendent of Educational Service
Mike Adell, Director of Facilities
Rosemary Knutson, Secretary to the Superintendent
Carol Percy, Lincoln News Messenger

6:00 P.M. START

1. **CALL TO ORDER** – Lincoln High School - Library

6:05 P.M.

2. **CLOSED SESSION** – Lincoln High School – Office Conference Room

- 2.1 **CONFERENCE WITH LABOR NEGOTIATOR**

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

- 2.2 **PERSONNEL**

Public Employee Employment/Discipline/Dismissal/Release

- 2.3 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Property Designated as School Site within Village 1 in City of Lincoln General Plan

December 2, 2014

Minutes

2.4 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Case 34-2014-80001762

7:00 P.M.

- 3. ADJOURN TO OPEN SESSION/PLEDGE OF ALLEGIANCE**--Lincoln High Theater
The Board of Trustees will disclose any action taken in Closed Session regarding the following items:

3.1 CONFERENCE WITH LABOR NEGOTIATOR

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

No action was taken

3.2 PERSONNEL

Public Employee Employment/Discipline/Dismissal/Release

No action was taken

3.3 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property Designated as School Site within Village 1 in City of Lincoln General
Plan

No action taken

3.4 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Case 34-2014-80001762

No action taken

4. CONSENT AGENDA

- 4.1 Approval of Meeting Minutes for:**

- November 18, 2014 Regular Board of Trustee Meeting

- 4.2 Approval of Warrants**

- 4.3 Classified Personnel Report**

- 4.4 Williams Uniform Quarterly Complaint Report.**

- 4.5 Ratification of Contract with Browner Mechanical – HVAC Services – Creekside
Oaks Elementary School**

- 4.6 Ratification of Contract with Health-e Meal Planner – Western Placer Unified
School District.**

- 4.7 Ratification of Contract with Crusader Fence Co. for Fencing Repair Services at
Glen Edwards Middle School.**

- 4.8 Ratification of Professional Services Authorization with LPA, Inc. for Site Plan
Assistance at Lincoln High School Farm.**

- 4.9 Ratification of Professional Services Authorization with LPA, Inc. for Lincoln
High School Farm.**

December 2, 2014

Minutes

- 4.10 Ratification of Contract – WAVE Business Solutions Point to Point Transport – Western Placer Unified School District

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

5. COMMUNICATION FROM THE PUBLIC

Jeff Duer read the following: I am a teacher at LHS and I appreciate the opportunity to be here to speak to you tonight. You may be wondering what all these staff members from Lincoln High School are doing here on a Tuesday night? We are not here to ask for a salary or benefits increase. We simply have one request... We would like to invite the WPUSD School board members and Administration to come to Lincoln High School to participate in a series of forums to discuss how we all can improve the educational delivery system at LHS.

As you are aware, Lincoln high school is going through the WASC accreditation this year. This has created some lively discussions among teachers, administrators, and classified personnel on how to improve LHS. One of the questions that has come up within our focus groups is what is actually done with the WASC report once the process is complete? We want to make sure that it is not just filed with no real attempts at improving LHS in a meaningful way.

We understand that WPUSD is just that... a unified district, however, many staff members strongly believe emphasis needs to be placed on Lincoln High School since it is the only comprehensive high school in the district. LHS necessitates special consideration and attention; it cannot be viewed as just 1 of the 11 schools in WPUSD. Please, invest in LHS!

I would like to emphasize...this is NOT a union movement. And this is not administrative action. We're also not here to gripe and complain to you tonight. No individual is leading this grass-roots effort to improve LHS... it has sprung up naturally out of necessity ... and many, many staff members share in this vision to improve LHS.

Imagine workers in a factory. They use their specific skills to build a product on the assembly line. One day after work, several of these workers started sharing ideas on how to improve the finished product. Many of them had good ideas. All they needed was the opportunity to sit down with the factory managers to explain their ideas. All we, the staff members at LHS, are asking for is the opportunity to sit down and discuss how to improve Lincoln High School... because we're not talking about a "finished Product" in a factory, we are talking about students' education! Please, invest in LHS student! Thank you.

Mary McQueen teacher at LHS for 20 years, she discussed the growth at LHS, need emphasis at the high school, we're a unified district, but we need to put the emphasis at LHS. We have programs no other schools have, so we need to focus on who we are. Staff ratios have not increased with the student ratio. We have talked about inviting board members and district administration, invited board to take a tour of LHS.

Jennifer Horton, Science teacher at LHS for the past 10 years, and would like to piggyback on the wonderful growth, feeling over shadowed by all the elementary schools. Feels like they are in the shadow of all the growth, teachers, secretaries, custodial, feels we need a career and college center. One that can help students find good colleges and careers. It's a good school, and good staff, and would also like board members to visit the school and classrooms.

December 2, 2014

Minutes

Mrs. Wyatt shared meeting with Scott would be the start of there first, than board members.

Mr. Carras shared he has many years in education. He feels a meeting with Mr. Leaman is a good place to begin talking.

Mr. Armitage offered to come and visit LHS as well as classrooms

Mr. Long asked if there have been discussions with Mr. Berns

Mr. Haley offered to visit LHS also

Mr. Leaman shared a meeting process will begin

6. REPORTS & COMMUNICATION

6.1 Lincoln High School, Student Advisory – Jillian Loya was absent

6.2 Western Placer Teacher's Association – Tara McCroskey

6.3 Western Placer Classified Employee Association, Mike Kimbrough had no report

6.4 Superintendent - Scott Leaman reported the following:

- No Board meeting on January 6th
- During vacation an employee newsletter will be going out with dates that the office will be open
- Next meeting is reorganization, and first interim

7. ♦ACTION ♦DISCUSSION ♦INFORMATION**7.1 Action****ACCEPTANCE OF BID FROM HOMETOWN CONSTRUCTION FOR THE DISTRICT OFFICE DATA ROOM HVAC PROJECT-**

Kilpatrick (14-15 G & O Component I, II, III, IV, V)

•To relieve the ongoing issue of inadequate cooling within the Data (or Server) Room at the District Office on the 4th Floor of city Hall Building, we have solicited bids for the improvement work that is outlined in plans and specification by Rainforth Grau Architects.

Audrey Kilpatrick introduced Mike Adell as the new Director of Facilities for the district, who will be starting on December 15th. She also presented a bid for hometown construction for a bigger HVC system to be put in the Server Room at the District Office. Motion by Mr. Armitage, seconded by Mr. Carras, and passed by a 5-0 (**Ayes:** Armitage, Haley, Long, Carras, Wyatt, **No:** None) vote to approve the bid from Hometown Construction.

7.2 Information/**ELEMENTARY EDUCATIONAL SPECIFICATION UPDATE-****Discussion**

Kilpatrick (14-15 G & O Component I, II, III, IV, V)

•The District has committed to renewing our vastly outdated Educational Specifications for all grade levels, but beginning with Elementary. In addition to this being an integral part of planning out any future sites, or modernizations to current sites, it also is a requirement for submission to California Department of Education Prior to approval of any changes to school sites or construction of new school sites.

Audrey Kilpatrick reported they have been meeting timelines, which shows what needs to be done. This item is for information only, the Proposal will be coming for approval in January.

December 2, 2014

Minutes**7.3 Action****APPROVE RESOLUTION #14/15.12 – WPUSD – INTENT TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF TAX-EXEMPT INDEBTEDNESS– Kilpatrick (14-15***G & O Component I, II, III, IV, V)*

●Resolution No. 14/15.12 is adopted solely for the purposes of establishing compliance with the requirements of section 1.150-2 of the Treasury Regulations as amended. The Board expects the District will pay certain project costs prior to the issuance of tax-exempt indebtedness for the project. With this resolution the Board declares the District's official intent is to use proceeds of tax-exempt indebtedness to reimburse the District for certain project costs, in such amounts and at such times as may be necessary or convenient, and as allowed by applicable law.

Audrey Kilpatrick presented the Resolution for approval due to the bond. This will allow use of expenditures and any monies used can be paid back with the bond. This could include design, or professional fees. Motion by Mr. Haley, seconded by Mr. Armitage, and passed by a 5-0 (**Ayes:** Long, Armitage, Carras, Haley, Wyatt, **No:** None) roll call vote to approve Resolution #14/15.12 for Intent to reimburse certain expenditures from the proceeds of tax-exempt indebtedness.

7.4 Information/**Discussion****MEASURE A BOND UPDATE – TIMELINE OF ELECTION RESULTS CERTIFICATION AND GENERAL OBLIGATION BOND CITIZENS' BOND OVERSIGHT COMMITTEE****APPOINTMENT– Leaman/Kilpatrick (14-15 G & O Component I, II, III, IV, V)**

●With the successful passage of the Measure A General Obligation Bond, the District must undertake actions relating to the issuance and sale of bonds authorized by Measure A. Staff will present an overview of the necessary actions and timelines related to the bond to include certain resolutions, certifications and establishment of a Citizen's Bond Oversight Committee.

Mr. Leaman reported that Measure A did pass with 61% of the vote. The district is excited that this bond will improve LHS, there is a plan that was put together by architects it shows how LHS can be improved. There have been inquiries about the oversight committee. Dan Muroche with Lozano Smith is here to discuss the process of the Bond oversight committee, created by Prop39. Mr. Muroche reviewed the following committee guidelines:

- One bond committee would provide oversight over both projects which include the one bond
- Spends money on the project list
- Actively reviews
- Reviews annual audits, annual requirement by independent auditor
- Their role is to communicate to the public
- To review expenditures that are made by board and staff
- Size of committee, minimum of 7
- Timeline of establishment oversight committee is within 60 days of passing a Resolution on passing certification of the bond

December 2, 2014

Minutes

- Must have business representative, senior representative, parent of student, PTO representative, tax payer representative, at large members. Who can't serve – district employees, board members, contractors, and consultants.
- In January Capital Finance will come and discuss how the sell the bonds.

Next step is certification

Tara McCrowskey WPTA President shared she is excited about the bond, and the show of community support, building the community we want Lincoln to be. She thanked the school board for putting the bond out. Thanked the community for their support. Let's celebrate!

7.5 Action**ADOPTION OF REVISED/NEW POLICIES, REGULATIONS AND EXHIBITS – Leaman (14-15 G & O Component I, II, III, IV, V)**

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

- BP/AR 0450 – Comprehensive Safety Plan
- BP/AR 3350.1 - Guidelines for use of Bank Credit Cards
- BP/AR 3511.1 - Integrated Waste Management
- AR 3516.3 – Earthquake Emergency Procedure System

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

8. BOARD OF TRUSTEES**8.1 FUTURE AGENDA ITEMS**

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

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

8.2 BOARD MEMBER REPORTS/COMMENTS

Mr. Carras invited members to watch the lighted boat parade on Saturday
Mr. Armitage last night attended the Placer County School District Organization meeting, they approved minutes, elected president and vice, they meet once a year.

Mr. Long reported it was a wonderful board meeting, and this is what it's all about. We need to celebrate what is happening here at LHS.

Mr. Haley this was a great board meeting, positive staff, and comments.

December 2, 2014

Minutes

Mr. Wyatt thanked the committee, David Hill and Mark for inviting her to WASC, work on miss interpret. She thanked Eric for stay for the duration of the meeting. She welcomed Mike Adell to Western Placer. She read a letter received a letter from Captain Robert J. Thomas who gave a presentation in November at TBE School, and thanked the district.

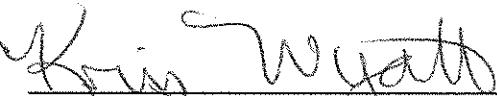
9. ESTABLISHMENT OF NEXT MEETING(S)

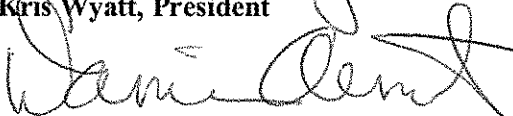
The President will establish the following meeting(s):


➤ **December 16, 2014 7:00 P.M.**, Regular Meeting of the Board of Trustee – Lincoln High School – Performing Arts Theater

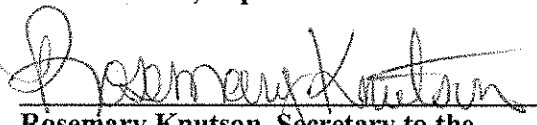
10. ADJOURNMENT

There being no further business the meeting was adjourned at 8:35


Kris Wyatt, President


Damian Armitage, Clerk


Scott Leaman, Superintendent


Rosemary Knutson, Secretary to the Superintendent

Adopted: January 20, 2015

Ayes: Long, Wyatt, Carras, Armitage, Haley

Noes:

Absent:

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