

ROCKLIN UNIFIED SCHOOL DISTRICT

2615 Sierra Meadows Drive Rocklin, CA 95677

Todd Lowell, *President*
Greg Daley, *Vice President*
Camille Maben, *Clerk*
Wendy Lang, *Member*
Susan Halldin, *Member*



SEPTEMBER 2, 2015 REGULAR MEETING MINUTES — 6:30 P.M.

1.0 **CALL TO ORDER**– President Todd Lowell called the regular meeting of the Rocklin Unified School District Board of Trustees to order at 6:35 P.M., September 2, 2015, in the District Administration Office located at 2615 Sierra Meadows Drive, Rocklin, CA, 95677. A quorum was established.

2.0 **ROLL CALL**

Trustees Present: Todd Lowell, *President*
 Greg Daley, *Vice President*
 Camille Maben, *Clerk*
 Wendy Lang, *Member*
 Susan Halldin, *Member*

Student Representative: Travis Elmont, *Whitney High School*

Administrative Staff: Roger Stock, *Superintendent*; Barbara Patterson, *Deputy Superintendent Business and Operations*; Colleen Slattery, *Assistant Superintendent Human Resources*; Craig Rouse, *Senior Director Facilities and Operations*; Marty Flowers, *Director Secondary Programs & School Leadership*; Karen Huffines, *Director Elementary Programs & School Leadership*; Tammy Forrest, *Director of Special Education and Support Programs*; Mike Fury, *Chief Technology Officer*; Jennifer Palmer, *Assistant Principal, Sunset Ranch Elementary School*; Mark Williams, *Principal Victory High School/Rocklin Independent Charter Academy*; Beth Davidson, *Principal Spring View Middle School*; Brenda Meadows, *Recorder*.

3.0 **PLEDGE OF ALLEGIANCE** – Travis Elmont and the Whitney High School AFJROTC Color Guard led the Board and audience in the Pledge of Allegiance.

4.0 **SPECIAL RECOGNITIONS/PRESENTATIONS**

- 4.1 Special Recognition – Greg Daley, on behalf of the Board, presented a special recognition to former Spring View Middle School students Grace McDonald and Hannah MacKenzie. Both students are currently freshman at Whitney High School. The students, under the leadership of teacher Lynne Meiers, placed first in the *Kenneth E. Behring National History Day Competition, for Junior Group Website Entry*, at the University of Maryland in June.
- 4.2 Special Recognition – Trustee Todd Lowell, on behalf of the Board, recognized the Technology Services Team for their outstanding work in deploying and repurposing over 1200 teacher and student computers as the District prepared to welcome everyone back to the 2015-16 school year. Also receiving special recognition was Spring View student, Chris Meteer, who volunteered countless hours this summer to assist the Technology Services department.

5.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – Todd Lowell welcomed all visitors and invited them to speak on agenda items at the conclusion of the Board’s discussion. He also invited visitors to speak at this time regarding non-agenda items, noting a three minute time limit per person. The following comments regarding non-agenda items were noted:

Public Comment: Karen Enghusen, has grandchildren in the District, asked about the District’s facilities plans and the possibility of any new schools being built to accommodate any new growth that might take place. Joel Higginbotham, parent of three students in the District (2 at Twin Oaks Elementary and 1 at Sierra Elementary), shared his families experience and concerns about redirection of students to school site(s) out of their neighborhood when school sites are impacted.

- 6.0 **COMMENTS FROM STUDENT REPRESENTATIVE(S)** – Student Representative Travis Elmont provided a detailed report on a variety of District-wide events happening at elementary and secondary schools.
- 7.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Wendy Lang welcomed Student Representative Travis Elmont to the Board of Trustees for 2015-16. Lang shared that she attended Back to School Night and was proud of the outstanding and well taken care of facilities as well as the high level of technology being used on campuses. Lang also mentioned that Rocklin High School Back to School Night was well attended and showed great parent involvement. Greg Daley welcomed everyone back to the new 2015-16 school year and thanked the District Office Team for their hard work over the summer to ensure the successful set up of the new school year. Daley also expressed his condolences for the Brewer family. Mr. Brewer, a recently retired teacher that passed away last week. Camille Maben attended the Teacher Professional Development Days in August, including an in-service for elementary math, and was encouraged by the great curriculum work going on in the District. Susan Halldin shared that she also attended a couple of Back to School Nights, and read a Facebook post from a parent that stated how RUSD teachers are focused on “critical thinking and real life views.” Todd Lowell thanked those that organized the Professional Development days, sharing that he enjoyed participating in a few of the trainings. Lowell also thanked Food Services for their contribution to the All Staff BBQ. Superintendent Roger Stock thanked all employees who worked so hard to get school year off to a great start, and thanked the Board for their efforts as well. Stock also shared that next Wednesday is the first Special Education Forum, and invited all parents to attend. Stock also an invitation to the upcoming Quarry Bowl, hosted at Whitney High School, on Friday, September 11.
- 8.0 **ACTION ITEMS - CONSENT CALENDAR**
- 8.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
8.1.1 August 5, 2015
- 8.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
- 8.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 8.4 **APPROVE BILL WARRANTS** – Request to approve Bill Warrants. (Barbara Patterson)
- 8.5 **APPROVE MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 8.6 **ACCEPT DONATIONS** – Request to accept District donations. (Barbara Patterson)
- 8.7 **APPROVE WILL SERVE LETTER WHITNEY RANCH PHASE IIB UNITS 45A, 46CD, 46E AND 47AB** – Request to approve Will Serve Letter for Whitney Ranch Phase IIB Units 45A, 46CD, 46E and 47 AB (Craig Rouse)

- 8.8 **APPROVE WILL SERVE LETTER WHITNEY RANCH UNITS 46AB AND 46CD** – Request to approve Will Serve Letter for Whitney Ranch Phase units 46AB and 46AD (Craig Rouse)
- 8.9 **APPROVE RESOLUTION NO. 15-16-06 DELEGATION OF CERTAIN CONTRACTING POWERS TO THE SUPERINTENDENT OR DESIGNEE** – Request to approve Resolution No. 15-16-06, delegation of certain contracting powers to the Superintendent or designee. (Craig Rouse)
- 8.10 **APPROVE DISPOSING OF SURPLUS FURNITURE AND EQUIPMENT** – Request to approve the authorization of Senior Director Facilities and Operations to determine when furniture and equipment are no longer usable and authorize disposal of items. (Craig Rouse)
- 8.11 **APPROVE REVISED COORDINATOR FAMILY COMMUNITY ENGAGEMENT AND STRATEGIC PLANNING JOB DESCRIPTION TO CHIEF OF COMMUNICATIONS AND COMMUNITY ENGAGEMENT**– Request to approve revised Coordinator Family Community Engagement and Strategic Planning job description to Chief of Communications and Community Engagement. (Roger Stock)
- 8.12 **APPROVE RESOLUTION 15-16-07 ADOPTING REVISED DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS FOR 2015-16 SCHOOL YEAR** – Request to approve Resolution 15-16-07 adopting revised declaration of need for fully qualified educators for 2015-16 school year. (Colleen Slattery)

Camille Maben noted her absence at the August 5, 2015, Board of Trustees meeting and requested removal of **Item 8.1.1** for separate action.

Susan Halldin requested to pull Item 8.11 for separate discussion.

Following this, a **MOTION** was made by Wendy Lang and seconded by Greg Daley to approve the Consent Calendar. Motion passed by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell – aye.

A **MOTION** was then made by Greg Daley and seconded by Wendy Lang to approve **item 8.1.1**, August 5, 2015 Board Minutes. Motion passed unanimously by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Halldin – aye, Lowell – aye. (Maben abstained).

Comments regarding Item 8.11: Halldin shared that after review of the proposed Chief of Communications and Community Engagement job description, she felt compelled to express concerns about the minimum years of work experience required. Halldin stated that 5-7 years of experience seemed more appropriate for a position at this level that is reporting to Superintendent. Trustees Lowell, Daley, Lang and Maben stated that by posting the position for a candidate with 3+ years of working experience, the District could pick up more candidates and allow for wider pool of candidates. After discussion, Trustees were in agreement with revised wording in job description shared by Lowell stating “minimum 5 years relevant experience preferred” and “internal and external communications for or on behalf of a public agency.” Stock stated that the salary schedule for this position has 6 steps and is designed to allow candidate(s) to be placed based on experience and falls into the medium range for similar positions within other school districts in the surrounding areas.

A **MOTION** was then made by Susan Halldin and seconded by Camille Maben to approve **item 8.11**, revised Coordinator Family Community Engagement and Strategic Planning job description to Chief of Communications and Community Engagement with proposed language. Motion passed unanimously by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell – aye.

9.0 **ACTION ITEMS – REGULAR AGENDA**

- 9.1 **APPOINT DIRECTOR FISCAL SERVICES** – Superintendent Roger Stock requested to pull this item off the agenda to bring back at the September 16, 2015 meeting.
- 9.2 **ELEMENTARY REPORT CARD UPDATE AND APPROVAL OF ADMINISTRATIVE REGULATION (AR)** – Karen Huffines, Director of Secondary Programs and School Leadership provided Trustees with an update on the elementary report card.
- 9.2.1 **ADMINISTRATIVE REGULATION 5121 (AR)** - Following the Report Card Update, Huffines requested approval of Administrative Regulation (AR) 5121 - Grades/Evaluation of Student Achievement – Revised

Comments: Wendy Lang asked about plans to communicate the new report card with parents when they sign up electronically for parent teacher conferences. Huffines responded that the District would see if a link for parents could be provided through Schoology software. Greg Daley thanked Huffines and team for their work in this area and asked how the current assessments will play into the new report cards. Huffines said that teachers can certainly use the current assessments and implement the two together. Daley also shared that in the Administrative Regulation (AR 5121) teachers will be using plus and minus and noticed the guidance is gone. Huffines responded that once this information is identified, it will be put back into place. Student Representative Travis Elmont how standards based grading work with averages and if students receive a letter grade or just numbers (for elementary). Huffines, and Teacher on Special Assignment (TOSA) Lara Kikosicki, clarified that grades 7 and up will still receive letter grades. Halldin asked if this model will eventually be considered for upper grades since research shows that this is the right direction to go for elementary. Huffines responded that is unlikely to see that happen due to the complexity of grading for upper grades. Lowell asked for confirmation that the biggest change with the new report card is in grades 4, 5 and 6 where the number grades are changing to letter grades. Huffines confirmed that this is the case.

A **MOTION** was made by Susan Halldin and seconded by Wendy Lang to approve revision(s) to Administrative Regulation (AR) 5121, Grades/Evaluation of Student Achievement. Motion passed unanimously.

10.0 **INFORMATION AND REPORTS**

- 10.1 **SCHOOL OPENING REPORT** – Superintendent’s Cabinet shared that August 18, 2015, marked the beginning of the RUSD 2015-16 school year for students. Preparations and planning throughout the summer months helped ensure a smooth opening of schools. As expected, schools were set and ready to welcome all students and their families back for a successful 2015-16 school year. Cabinet members shared activities related to this year’s school opening:

Comments: Wendy Lang thanked the Technical Services Team for their excellent communications with all District Staff when technical issues arise.

- 10.2 **SUMMER SCHOOL REPORT ON EXTENDED SCHOOL YEAR (ESY), ENGLISH LEARNER (EL) SUMMER SCHOOL AND HIGH SCHOOL RECOVERY SUMMER SCHOOL/ESY FOR 2014-15 SCHOOL YEAR** – Elementary Summer School Principal, Jennifer Palmer, and Summer School Secondary Co-Principals, Bryce Lauritzen and Skott Hutton shared an informational report with Trustees on each respective program offered to students from June 15 – July 15, 2015.

Elementary Highlights:

- Weekly academic and behavior awards
- Progress monitoring for IEP goals
- Sami Circuit-Motivational assembly emphasizing health and fitness.

- Chromeart access for all students
- Walking field trips to the park
- Daily updates to staff by admin on campus events and successes
- 82% attendance for elementary ESY
- 81% attendance for preschool ESY
- 86% attendance for ELD

Secondary Highlights:

- Successful rollout of Aeries.net including attendance and grade reporting.
- Several teachers used Chromebooks exclusively to deliver instruction in a paperless classroom environment.
- Students with special needs worked on maintaining progress on IEP goals and had several opportunities to have community based activities.
- A special education class, in partnership with Pet Partners, utilized a therapy dog during social skills instruction.

Comments:

Wendy Lang thanked the Summer School Principals for their dedication and leadership. Lang asked what kind of survey response they received from parents regarding the 4 day school schedule for students. Principals shared that the majority of feedback they received was in favor of a 4 day week which allowed parents to have a longer weekend for family vacations. They stated that although there were some requests for a “four day/four hour” week option, it was not possible to offer this due to number of days required for ADA. Susan Halldin shared that her feedback from parents was that the 4 day week did not serve some parents favorably. Wendy Lang asked how we can better serve students who are “missing hours” and suggested that in these cases, there might be a designated representative or team would review the student’s case and approve as needed. Susan Halldin shared that she visited both the elementary and secondary summer school programs and especially appreciated the efforts made at the elementary level for students attending ESY where staff identified a specific IEP goal to focus on. Halldin would like to see this same model implemented at the secondary summer school. Halldin also asked why the District provides EL services in 6th grade and not secondary? Stock responded that as the District develops and revises LCAP in the upcoming years, efforts will be made to provide these services to all grades (K-12). Barbara Scott stated that work days play into scheduling, and the District typically has 20 days of ESY (including holidays).

- 11.0 **PENDING AGENDA** – Susan Halldin requested adding an information item on “later start time” for secondary students in response to supporting research. Todd Lowell stated that the Board did have much discussion on this item a number of years back, and since it effected transportation, athletics, etc., the District did not move forward with implementation. Daley shared that it may be beneficial to open the item up for discussion again. Roger Stock stated that staff can bring this back as an information item and include research and questions to be answered, so that all benefits and barriers can be identified and weighed for Board direction.
- 12.0 **CLOSED SESSION** – Closed session convened at 8:35 P.M. regarding the following matters:
- 12.1 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9
- 12.2 *Public employee discipline/dismissal/release pursuant* to Government Code section 54957
- 12.3 *Conference with Labor Negotiators* as authorized by Government Code Section 54957.6
- District Representative(s): Roger Stock, Superintendent
Barbara Patterson, Deputy Superintendent, Business and Operations
Colleen Slattery, Assistant Superintendent, Human Resources
- 13.0 **RECONVENE TO OPEN SESSION** – President Lowell reconvened the meeting to open session.

14.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken in Closed Session.

15.0 **ADJOURNMENT**– President Lowell adjourned the meeting at 9:30 P.M.

Please note that additional information distributed to the Board of Trustees before or during the meeting and not included in the agenda packet can be obtained by calling the District Office at (916) 630-2230.