

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 16, 2015 SPECIAL RECOGNITION, EMPLOYEE YEARS OF SERVICE — 4:00 – 5:00 P.M. 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 5:00 P.M., September 16, 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: Luke Zianno, *Rocklin 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*; Jill Meshwert, *Assistant Principal, Rocklin High School*; Brenda Meadows, *Recorder*.

3.0 **CLOSED SESSION (5:00 P.M.)** – The Board adjourned from 5:00 to 6:15 p.m. to closed session regarding the following matters.

3.1 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9

3.2 *Public employee discipline/dismissal/release pursuant* to Government Code section 54957

3.3 *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

3.4 *Public Employee Performance Evaluation* as authorized by Government Code 54957 (Position: Superintendent).

4.0 **RECONVENE TO OPEN SESSION**

5.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken.

6.0 **PLEDGE OF ALLEGIANCE** – Luke Zianno and the Whitney High School AFJROTC Color Guard led the Board and audience in the Pledge of Allegiance.

- 7.0 **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:

No public comment was made regarding non-agenda items.

- 8.0 **COMMENTS FROM STUDENT REPRESENTATIVE** – Student Representative Luke Zianno provided a report on events happening at Rocklin High School.

- 9.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Wendy Lang shared that she attended the Quarry Bowl, hosted at Whitney High School (WHS), and that it was great to see the two high schools come together in unity and with a healthy rivalry. Lang thanked the WHS staff for the great job they did in coordinating the event. Greg Daley stated that he enjoyed attending the Employee Years of Service Recognition event held earlier in the evening, and thanked all who were recognized for their dedicated service to the District. Susan Halldin welcomed new student representative Luke Zianno and stated that she too attended the Quarry Bowl last week. Halldin shared that she has been visiting school sites in the District and is happy to see the excellent work going on at elementary schools with the new Bridges curriculum. Todd Lowell thanked Craig Rouse, Sr. Director of Facilities and Operations, for the great job he and the facilities team did preparing for this year’s Quarry Bowl. Lowell also welcomed Luke Zianno and thanked him in advance for his valuable contribution and insight as a student representative to the Board. Roger Stock thanked WHS for hosting the Quarry Bowl and shared that the District recently completed its first Special Education Parent Forum. The next Special Education Parent Forum will be held on Nov 4. Stock also stated that Antelope Creek Elementary School recently completed its first Strategic Planning Event on September 14/15 and Rocklin Elementary School will hold theirs later in the week on September 16/17.

10.0 **ACTION ITEMS - CONSENT CALENDAR**

- 10.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.

10.1.1 September 2, 2015

- 10.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)

- 10.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)

- 10.4 **APPROVE BRANDMAN UNIVERSITY SUPERVISED FIELDWORK AGREEMENT** – Request to approve Brandman University Supervised Fieldwork Agreement. (Colleen Slattery)

- 10.5 **APPROVE OVERNIGHT FIELD TRIP(S)** – Request to approve the following overnight field trips. (Karen Huffines and Marty Flowers).

10.5.1 Rocklin Elementary, Grade 6 students to attend overnight field trip to Sly Park Environmental Science Camp in Pollock Pines, CA (October 26, 2015 – October 30, 2015).

10.5.2 Sunset Ranch Elementary, Grade 5 students to attend overnight field trip to Age of Sail in San Francisco, CA (four classes will each attend a one night trip: October 1 / 2 , October 15/16, November 5/6, November 30/December 1, 2015).

Following this, a **MOTION** was made by Wendy Lang and seconded by Camille Maben 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.

11.0 **ACTION ITEMS – REGULAR AGENDA**

- 11.1 **APPROVE 2014-15 UNAUDITED ACTUAL FINANCIAL STATEMENTS** – Barbara Patterson, Deputy Superintendent Business and Operations, provided an updated and requested Board approval of the 2014-15 Unaudited Actual Financial Statements Report. Patterson introduced Lauren Thoman as the new Director of Fiscal Services and Purchasing. Thoman joins the District with experience as a School District Principal Accounting Supervisor and brings with her a wealth of experience serving as a Manager Audit Accountant, Senior Staff Audit Accountant, and Staff Audit Accountant.

Following this, a **MOTION** was made by Greg Daley and seconded by Susan Halldin to approve the 2014-15 Unaudited Actual Financial Statements. Motion passed unanimously.

Comments: Greg Daley thanked Barbara Patterson and the business team for all their hard work and ability to skillfully balance such a large budget so effectively and accurately predict the reserve level each year.

- 11.2 **RESOLUTION 15-16-09 ESTABLISHING APPROPRIATION LIMITATION (GANN LIMIT)** – Barbara Patterson, Deputy Superintendent Business and Operations, requested Board approval of Resolution 15-16-09, establishing appropriation limitation for 2015-16

Following this, a **MOTION** was made by Wendy Lang and seconded by Greg Daley to approve Resolution 15-16-09 establishing appropriation limitation (GANN Limit). Motion passed by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell – aye.

- 11.3 **HOLD PUBLIC HEARING AND APPROVE RESOLUTION 15-16-08 RESOLUTION AFFIRMING SUFFICIENT TEXTBOOKS AND INSTRUCTIONAL MATERIALS FOR 2015-16** – Karen Huffines, Director of Elementary Programs and School Leadership, provided information on Resolution 15-16-08, affirming sufficient textbooks and instructional materials for 2015-16.

A public hearing was held regarding Resolution 15-16-08, affirming sufficient textbooks and instructional materials for 2015-16. Hearing no comments from the public, President Lowell closed the public hearing.

Following this, a **MOTION** was made by Camille Maben and seconded by Susan Halldin to approve Resolution 15-16-08 affirming sufficient textbooks and instructional materials for 2015-16. Motion passed by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell – aye.

- 11.4 **APPROVE BOARD POLICY (BP) AND EXHIBIT (E)** - Martin Flowers, Director Secondary Programs and School Leadership, provided an updated and requested approval of a revision to Board Policy 5145.11 and Exhibit 5145.11, on Questioning and Apprehension by Law Enforcement.

11.4.1 BP 5145.11 Questioning and Apprehension by Law Enforcement – Revised

11.4.2 E 5145.11 Questioning and Apprehension by Law Enforcement – Revised

A **MOTION** was made by Wendy Lang and seconded by Greg Daley to approve revision(s) to Board Policy (BP) 5145.11 and Exhibit (E) 5145.11 on Questioning and Apprehension by Law Enforcement. Motion passed unanimously.

Comments: Wendy Lang thanked the Rocklin Police department for their important partnership and guidance in providing the best safety services possible to students and staff at schools.

12.0 **INFORMATION AND REPORTS**

12.1 **ROCKLIN UNIFIED SCHOOL DISTRICT (RUSD) EMERGENCY RESPONSE GUIDE**

– Karen Huffines, Director of Secondary Programs and School Leadership, and Martin Flowers, Director of Secondary Programs and School Leadership, thanked the Rocklin Police Department and the Rocklin Fire Department for their partnership in completing and refining the RUSD Emergency Response Guide. It was stated that the Emergency Response Guide Plan will be incorporated into District and Site School Safety Plans, which will come to the Board of Trustees for approval in Spring 2016. Report to the Board included the following highlights:

- Establishing consistent emergency response procedures
- Clear protocols for disaster response
- Consistent response terminology
- Clear assignments and duties for key personnel
- Aligned logistics and planning
- Continued collaborative partnership between Rocklin Unified School District, Rocklin Fire Department and Rocklin Police Department
- Trust building
- Promoting effective communication
- Safety of our students and students during emergencies

Comments: Susan Halldin asked how high school students are being communicated with in the case of an emergency and/or school lock down, especially for students that come and go to accommodate a flexible class schedule. Flowers stated that one way students are currently receiving communications is through a phone application, like the one that Whitney High school is using. Students are also communicated through email and phone text messages. The District is currently working on clear protocols for this process. Todd Lowell stated that student safety is the District's first priority and thanked both the Fire Department and Police Department for their partnership and strong relationship in providing outstanding safety to students and staff. Lang shared that it is assuring to know that the District has organizations like the Police and Fire Departments that are trained and ready to assist in any emergency.

Comments: Fire Department Interim Chief, Kurt Snyder, thanked the Board of Trustees and the RUSD staff and safety committee for their willingness to implement the Emergency Response Guide plans so enthusiastically and their willingness to see the plan through. Tiffany Pelkey stated that as the District defines the best ways to communicate in an emergency, that they keep in mind the value that grounds keepers can provide in emergency situations, as they often experience situations first hand and have valuable information to share in an emergency.

13.0 **PENDING AGENDA** – No items were placed on the Pending Agenda at this time.

Comments: Todd Lowell stated that prior to the board meeting this evening, the District held its annual Employee Years of Service Recognition Event, and thanked those in the audience that were part of that recognition for their years of service.

14.0 **CLOSED SESSION** – Closed session was cancelled.

14.1 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9

14.2 *Public employee discipline/dismissal/release pursuant* to Government Code section 54957

14.3 *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

- 14.4 *Public Employee Performance Evaluation* as authorized by Government Code 54957 (Position: Superintendent).

15.0 **RECONVENE TO OPEN SESSION**

- 16.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – Closed Session was cancelled therefore no action was taken.

- 17.0 **ADJOURNMENT**– President Lowell adjourned the meeting at 7:10 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.