

ROCKLIN UNIFIED SCHOOL DISTRICT

2615 Sierra Meadows Drive Rocklin, CA 95677

Todd Lowell *President*
Camille Maben, *Vice President*
Wendy Lang, *Clerk*
Susan Halldin, *Member*
Eric Stevens, *Member*



DECEMBER 14, 2016 ORGANIZATIONAL MEETING AGENDA — 6:30 P.M.

1.0 **CALL TO ORDER** - Vice President Camille Maben called the meeting of the Rocklin Unified School District Board of Trustees to order at 6:30 P.M., December 14, 2016, in the District Administration Office located at 2615 Sierra Meadows Drive, Rocklin, CA, 95677. A quorum was established.

2.0 **CLERK TO ADMINISTER THE OATH OF OFFICE TO CAMILLE MABEN AND ERIC STEVENS** – Clerk, Susan Halldin, administered the Oath of Office to Camille Maben and Eric Stevens.

Comments: Eric Stevens shared that he looks forward to serving students in this great District and thanked RUSD Cabinet members for the time they spent recently meeting with him. Stevens also thanked his wife Molly and daughter Rose, and parents Mary and Gary Stevens, for their support during the election campaign. Camille Maben shared she is honored and looks forward to her continued service as a re-elected board member and thanked everyone for their support.

3.0 **PLEDGE OF ALLEGIANCE** – Trustee Kourtney Nham and the Whitney High School AFJROTC Color Guard led the Board and audience in the Pledge of Allegiance. Whitney High School Choir member performed the National Anthem.

4.0 **ROLL CALL**

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

Student Representative: Kourtney Nham, *Whitney High School*

Administrative Staff: Roger Stock, *Superintendent*; Kathleen Pon, *Deputy Superintendent Educational Services*; Barbara Patterson, *Deputy Superintendent Business and Operations*; Colleen Slattery, *Assistant Superintendent, Human Resources*; Craig Rouse, *Senior Director Facilities and Operations*; Karen Huffines, *Director Elementary Programs and School Leadership*; Marty Flowers, *Director Secondary Programs and School Leadership*; Tammy Forrest, *Director of Special Education and Support Programs*; Lauren McGhee, *Director Fiscal and Purchasing Services*; Mike Fury, *Chief Technology Officer*; Diana Capra, *Chief of Communications and Community Engagement*; Melody Thorson, *Principal Parker Whitney Elementary School*; Bill MacDonald, *Principal Sunset Ranch Elementary*; Brenda Meadows, *Recorder*.

5.0 **SPECIAL RECOGNITIONS/PRESENTATIONS**

5.1 RUSD Family Partners in Education – Diana Capra, Chief of Communications and Community Engagement, and Melody Thorson, Principal Parker Whitney Elementary School, introduced the Blackwell family and recognized the family’s strong support of the Parker Whitney community and the impact they have had on the school by giving of their time, energy, and passion. The Rocklin Unified School District and Board of Trustees recognizes that family

engagement and involvement equals student success and expressed gratitude for their service.

- 6.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – Camille Maben welcomed all visitors and invited them to speak on agenda items at the conclusion of the Board’s discussion. She also invited visitors to speak at this time regarding non-agenda items, noting a three minute time limit per person.

Public Comment: Knute Blodger (Robinson Way, Rocklin, CA) shared challenges of parents and staff at Rocklin Elementary using Robinson Way located behind Rocklin Elementary School (parking, traffic, wear on road). Mr. Blodger also shared his frustration regarding a lack of communication from the District. Mr. Blodger was connected with RUSD facilities department for follow up.

Colleen Crowe, Rocklin Teacher’s Professional Association (RTPA), shared her appreciation to District office staff for their welcoming attitude and the open door policy that has been extended to her in her role as RTPA President. Crowe stated that it has been nice to see the District in an era of mutual support, improved relationships, and striving together to do what is best for students and staff.

- 7.0 **COMMENTS FROM STUDENT REPRESENTATIVE** – Student Representative Kourtney Nham provided a report on events happening at elementary and secondary schools.

- 8.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Susan Halldin welcomed Eric Stevens and Camille Maben, recently elected Trustees. Halldin stated that she looks forward to having a functional and productive Board. Halldin also shared that she recently shadowed a RUSD bus route and thanked the transportation staff for the excellent job they do every day in safely transporting students. Wendy Lang welcomed newly elected trustees. Lang also thanked the Air Force Junior Reserve Office Training Corps (AFJROTC) for baking Christmas cookies for Trustees and for their work throughout the year. Lang shared that Trustees had a productive time at the recent California School Boards Association (CSBA) conference and it was a time that always reignites passion for what Trustees do and their role in helping RUSD grow and become the best it can be. Lang also attended the committee meeting for Computer Science at Rocklin High School. Camille Maben shared that she also attended the “Hour of Code” at Rocklin Elementary School and was fascinated by the coding work elementary students are doing. Maben announced that Rocklin Elementary School was holding their dance show on December 14. Maben also shared that CSBA was a great opportunity to connect and learn as Trustees. Superintendent Stock congratulated Maben and Stevens for their election. Stock also thanked RTPA for their positive and open negotiation dialogue with the District that will ultimately best serve students.

9.0 **ACTION ITEMS - CONSENT CALENDAR**

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

9.1.1 November 16, 2016

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

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

- 9.4 **APPROVE BILL WARRANTS** – Request to approve Bill Warrants. (Barbara Patterson)

- 9.5 **APPROVE MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)

- 9.6 **ACCEPT DONATIONS** – Request to accept District donations. (Barbara Patterson)

- 9.7 **APPROVE SCIENCE, TECHNOLOGY, ENGINEERING, AND MATH (STEM) PROFESSIONAL DEVELOPMENT MEMORANDUM OF UNDERSTANDING (MOU)** – Approve STEM Memorandum of Understanding from the Placer County Office of Education for professional development at Rocklin Elementary School. (Kathy Pon)
- 9.8 **APPROVE WILL SERVE LETTER, WHITNEY RANCH 52BC, 55AB AND 56, FOR 90 PLANNED DEVELOPMENT HOMES LOCATED AT WEST OAKS BOULEVARD AND PAINTED PONY LANE** – Approve Will Serve letter for 90 lots located at Whitney Ranch: 52BC, 55AB and 56 for planned development of West Oaks Boulevard and Painted Pony Lane. (Craig Rouse)
- 9.9 **APPROVE REVISED NON-REPRESENTED EMPLOYEE SALARY SCHEDULE** – Approve revised Non-Represented Employee salary schedule effective December 15, 2016. (Colleen Slattery)
- 9.10 **APPROVE AGREEMENT WITH UNIVERSITY OF NEVADA, RENO** – Approve agreement with University of Nevada, Reno. (Colleen Slattery)
- 9.11 **APPROVE REVISED DISTRICT LIBRARIAN JOB DESCRIPTION** – Approve revised proposed District Library job description effective December 14, 2016. (Colleen Slattery)
- 9.12 **APPROVE COMMUNICATIONS TECHNICIAN I JOB DESCRIPTION** – Approve proposed Communications Technician I job description, effective December 14, 2016. (Colleen Slattery)
- 9.13 **APPROVE BOARD POLICIES (BP), ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E)** – Request to approve the following Board Policies, Administrative Regulation and Exhibits. (Colleen Slattery)
- 9.13.1 BP 4112.2 Certification (Revised)
 - 9.13.2 BP 4112.24 Teacher Qualifications Under the No Child Left Behind Act (Deleted)
 - 9.13.3 AR 4112.24 Teacher Qualifications Under the No Child Left Behind Act (Deleted)
 - 9.13.4 E 4112.24 Teacher Qualifications Under the No Child Left Behind Act (Deleted)
 - 9.13.5 AR 4115 Evaluation/Supervision (Revised)
 - 9.13.6 AR 4222 Teacher Aides/Paraprofessionals (Revised)
 - 9.13.7 E 4222 Teacher Aides/Paraprofessionals (Deleted)
- 9.14 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR)** - Request to approve revisions to the following Board Policies and Administrative Regulations. (Barbara Patterson)
- 9.14.1 BP 3550 Food Service/Child Nutrition Program – (Revised)
 - 9.14.2 AR 3550 Food Service/Child Nutrition Program – (Revised)
 - 9.14.3 BP 3553 Free and Reduced Priced Meals – (Revised)
 - 9.14.4 AR 3553 Free and Reduced Priced Meals – (Revised)
 - 9.14.5 AR 3554 Other Food Sales – (Revised)
 - 9.14.6 BP 3555 Nutrition Program Compliance (Revised)
 - 9.14.7 AR 5141.27 Food Allergies/Special Dietary Needs (Revised)

Camille Maben requested Item 9.1 be removed for consideration as a separate item.

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

A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to approve **Item 9.1**, Nov 16, 2016, Board Minutes. Motion passed unanimously by the following roll call vote: Lowell – aye, Lang – aye, Halldin – aye. (Maben abstained)

10.0 **ACTION ITEMS – REGULAR AGENDA**

10.1 **ANNUAL ORGANIZATION OF THE BOARD OF TRUSTEES** – The Board of Trustees elected officials and appointed representatives to serve on pertinent committees throughout 2017.

10.1.1 **ELECT PRESIDENT OF THE BOARD OF TRUSTEES** – A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to appoint Todd Lowell as President. Motion passed unanimously.

Comments: Lowell thanked fellow Trustees and the public for the opportunity and honor it is to serve in the role as Board of Trustee President.

10.1.2 **ELECT VICE PRESIDENT OF THE BOARD OF TRUSTEES** A **MOTION** was made by Wendy Lang and seconded by Eric Stevens to appoint Camille Maben as Vice President. Motion passed unanimously.

10.1.3 **ELECT OF THE BOARD OF TRUSTEES** – A **MOTION** was made by Susan Halldin and seconded by Camille Maben to appoint Wendy Lang as Clerk. Motion passed unanimously.

10.1.4 **APPOINT SUPERINTENDENT ROGER STOCK AS SECRETARY TO THE BOARD OF TRUSTEES** – A **MOTION** was made by Wendy Lang and seconded by Camille Maben to appoint Roger Stock as Secretary to the Board of Trustees. Motion passed unanimously.

10.1.5 **SELECT DATE, TIME, AND PLACE FOR 2017-18 BOARD OF TRUSTEES MEETINGS** – A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to hold Regular Board of Trustee Meetings at 6:30 p.m., on the first and third Wednesdays of each month, at the District Office located at 2615 Sierra Meadows Drive, Rocklin, CA, 95677. *Some exceptions and some months holding meetings on both the first and third Wednesday of the month.* Motion passed unanimously.

10.1.6 **APPOINT REPRESENTATIVES TO THE CITY OF ROCKLIN LIAISON COMMITTEE (EDUCATION COMMITTEE)** – Request to appoint Todd Lowell and Susan Halldin as Representatives to the City of Rocklin Liaison Committee (Education Committee).

10.1.7 **APPOINT REPRESENTATIVES TO THE AUDIT COMMITTEE** –Request to appoint Wendy Lang and Susan Halldin as Representatives to the Audit Committee.

10.1.8 **APPOINT REPRESENTATIVE TO THE JOINT POWERS AUTHORITY (JPA)** – Request to appoint Eric Stevens as Representatives to the Joint Powers Authority.

10.1.9 **APPOINT REPRESENTATIVES TO THE FACILITIES MASTER PLAN COMMITTEE** – Request to appoint Todd Lowell and Eric Stevens to the Facilities Master Plan Committee.

- 10.1.10 **APPOINT REPRESENTATIVE TO ROCKLIN INDEPENDENT CHARTER ACADEMY (RICA)** – Request to appoint Wendy Lang as Representative to Rocklin Independent Charter Academy.

Todd Lowell requested items 10.1.6, 10.1.7, 10.1.8, 10.1.9, and 10.1.10 be combined for approval. A **MOTION** was made by Camille Maben and seconded by Wendy Lang to approve. Motion passed unanimously.

- 10.2 **DESIGNATE 2017 PLACER COUNTY COMMITTEE DISTRICT VOTING REPRESENTATIVE** – A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to designate Camille Maben as voting Board member representative from Rocklin Unified School District to elect individuals to the Placer County Committee on School District Organization at the 2017 Meeting of District Voting Representatives.
- 10.3 **NOMINATE REPRESENTATIVE TO CALIFORNIA SCHOOL BOARD’S ASSOCIATION (CSBA) DELEGATE ASSEMBLY** – Superintendent Roger Stock requested considerations for Board to nominate representative to CSBA Delegate Assembly.

Comments: Todd Lowell asked if any Board members were interested in serving as a representative to the CSBA Delegate Assembly. No interest in serving was shared by Trustees and no nomination was made.

- 10.4 **APPROVE DISTRICT CERTIFICATION OF ABILITY TO MEET FINANCIAL OBLIGATIONS (FIRST INTERIM REPORT)** – Barbara Patterson, Deputy Superintendent Business and Operations, presented Trustees with a report on the District’s certification/ability to meet financial obligations (First Interim Report) and requested Board approval. Patterson stated that state law and prudent business practices require all California public school districts to review, monitor and update all budget and financial information on a regular basis. The Rocklin Unified School District monitors 11 budgets on an annual basis. Based on the current State budget, State Department of Finance funding projections for future years and local budget assumptions detailed in the attached multi-year projection, the district will be able to meet its financial obligations for the current year and two budget years. Patterson thanked Business staff and Lauren McGhee, Director, Fiscal and Purchasing Services, for their work on the First Interim Report.

A **MOTION** was made by Susan Halldin and seconded by Wendy Lang to approve First Interim Report. Motion passed unanimously.

- 10.5 **APPROVE AB1200 BARGAINING DISCLOSURE FOR ROCKLIN TEACHER’S PROFESSIONAL ASSOCIATION (RTPA) FOR NOVEMBER 1, 2016 THROUGH JUNE 30, 2017** - Barbara Patterson, Deputy Superintendent Business and Operations, requested approval of AB1200 proposed collective bargaining disclosure agreement by RTPA for November 1, 2016 through June 30, 2017.

A **MOTION** was made by Camille Maben and seconded by Eric Stevens to approve the AB 1200 collective bargaining disclosure agreement by RTPA for November 1, 2016 through June 30, 2017. Motion passed unanimously.

- 10.6 **APPROVE ROCKLIN TEACHER’S PROFESSIONAL ASSOCIATION (RTPA) TENTATIVE AGREEMENT (TA) AND REVISED SALARY SCHEDULES** – Colleen Slattery, Assistant Superintendent, Human Resources, requested approval of the 2016-17 Tentative Agreement with RTPA and revised salary schedules and contract language. Slattery

shared with Trustees that the negotiations process between District and RTPA the past few months has been collaborative and productive.

Board Comments: Eric Stevens asked if RTPA had ratified the Tentative Agreement. Slattery responded, “Yes.” Todd Lowell thanked Crowe for the amicable partnership with RTPA and commended Crowe on her effective leadership in the role of RTPA President.

Public Comment: Mike Patton, RTPA Bargaining Chair, thanked the negotiations team members for their collegiality in helping all to come to a timely and amicable agreement. The RTPA negotiations team also thanked Administrative Assistant, Judy Brush, for her support and negotiations work at the District Office.

A **MOTION** was made by Wendy Lang and seconded by Camille Maben to approve the 2016-17 Tentative Agreement with RTPA and revised salary schedules and contract language, effective November 1st, 2016. Motion passed unanimously.

- 10.7 **APPROVE DISTRICT’S 2016-17 INITIAL CONTRACT PROPOSAL TO CALIFORNIA PUBLIC SCHOOL EMPLOYEES ASSOCIATION (CSEA)** – Colleen Slattery, Assistant Superintendent, Human Resources, request approval of District’s 2016-17 Initial Contract Proposal to CSEA employees from RUSD.

A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to approve the District’s 2016-17 Initial Contract Proposal to CSEA employees from RUSD. Motion passed unanimously.

- 10.8 **HOLD PUBLIC HEARING REGARDING THE 2016-17 INITIAL CONTRACT PROPOSAL FROM CALIFORNIA PUBLIC SCHOOL EMPLOYEES ASSOCIATION (CSEA)** – Colleen Slattery, Assistant Superintendent, Human Resources, requested a Public Hearing regarding the 2016-17 initial contract proposal from CSEA.

Following this, a Public Hearing was held. Hearing no comments from the public, President Lowell closed the Public Hearing.

- 10.9 **APPROVE COLLEGE READINESS BLOCK GRANT** – Kathy Pon, Deputy Superintendent, Educational Services, requested approval of College Readiness Block Grant plans for Rocklin Unified School District and Rocklin Independent Charter Academy (RICA).

Comments: Wendy Lang asked if students would be “identified for participation” in Dual Enrollment and what classes were to be offered. Pon stated, “staff is in the process of identifying courses and teachers with proper credentials and will report more information to Trustees in the spring.” Pon also stated, “staff will be working with counselors and teachers to identify students and classes that will be available to all students, with priority to underserved students.” Superintendent Stock stated that District would be meeting this week with Sierra College to have conversations about dual enrollment and partnering together. Todd Lowell asked if there had been a modification made to the language in the presentation around the high school/parent education part of the program. Pon stated, “yes, a slight adjustment to language was made.”

A **MOTION** was made by Susan Halldin and seconded by Eric Stevens to approve the College Readiness Block Grant plans for Rocklin Unified School District and Rocklin Independent Charter Academy (RICA). Motion passed unanimously.

11.0 **INFORMATION AND REPORTS**

- 11.1 **UPDATE ON IMPLEMENTATION OF THE WESTED REPORT ON SPECIAL EDUCATION SUPPORTS AND SERVICES**– Tammy Forrest, Director, Special Education and Kathy Pon, Deputy Superintendent, Educational Services, shared a special education supports and services update including information on RUSD’s efforts to continue implementing recommendations from the WestEd Special Education Supports and Services Report to improve its provision of special education instruction. This presentation was the second update from the Special Education Department for the 2016-17 school year and included information about how the department is strengthening special education programs and support to build capacity and overall effectiveness, leveraging new special education positions to address student and staff needs, refining communication/meeting structures, and enhancing parent outreach. Forrest provided initial metrics generated by new staff and the projected impact on programs and students. Also provided were several significant steps to improve communication and build staff capacity of teachers and administrators as well as an update on work with parents and staff updating the Special Education Manual.

Board Comments: Wendy Lang asked if the District’s Mental Health position could support students in crisis. Forrest stated that Psychologists at sites serve students in this capacity and provide support to those who may need mental health crisis counseling. Lang asked about length of time indicated in an IEP to determine goals a student is not making and may need adjustment. Forrest stated that IEPs are held a minimum of one time a year and adjustments are made at those meetings. Forrest stated that adjustments needed to IEPs can also be addressed at periodic progress reports with teachers throughout the year. Camille Maben thanked Forrest for her work and shared that report reflected that RUSD has a ways to go on Least Restrictive Environment (LRE), asking for indicators on how the District is doing in that area. Forrest stated that the District has programs and staff positions in place (ie: Special Education TOSA) that are training and helping implement curriculum for Special Education students so that students have maximum LRE outcome. Susan Halldin also thanked staff for their efforts and stated that she recently participated, as a parent, in the Special Education Parent Manual process. Halldin shared that many may be unclear as to what Least Restrictive Environment (LRE) means and its goal to have students placed in a general education class as much as possible. Halldin stated this is one area of growth for the District, and wants to see more support put in place to help students placed in LRE and included in general education classes. Halldin stated she would like to see better measurement in the area of LRE and a future report on academic data/measurement as a result of District efforts. Eric Stevens asked about the planned District IEP goal audit, and if every goal and sample would be audited. Forrest responded “not all will be audited, it will be systematic process to measure goal setting that is ambitious and achievable.” Lowell thanked Forrest for the data comparing RUSD with other Districts and stated that one of the big takeaway from the report is the goal audit which will be the performance measurement for the District. Lowell asked how many IEP audits would be performed. Forrest stated, “approximately 10 to 15%...audits will start in January and the goal is to have them completed by end of school year.” Lowell asked if there was sufficient staff to complete the goal. Forrest stated, “yes, we believe so, with some teachers arranging for substitute teachers to be able to participate in the audit process.” Superintendent Stock stated that the District is in the beginning of this powerful collaborate process where data is generated to indicate support and additional trainings that will be needed for success. Stock stated that “the District will include the actual practitioners in the review so they can self reflect and have conversations on best ways to improve student IEP goal attainment.”

12.0 **PENDING AGENDA** – No items were placed on the Pending Agenda.

13.0 **CLOSED SESSION** – President Lowell adjourned the meeting to closed session at 8:18 P.M. regarding the following matters:

- 13.1 In the matter of “Conference With Real Property Negotiators” as authorized by Government Code 54956.8 (Property to be discussed: Whitney Ranch Phase II Lots 49 and 53)
District Negotiating Parties: Roger Stock, RUSD Superintendent
Craig Rouse, RUSD Senior Director Facilities & Operations
- 13.2 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9
- 13.3 *Public employee discipline/dismissal/release pursuant* to Government Code section 54957
- 13.4 *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
- 14.0 **RECONVENE TO OPEN SESSION** – President Lowell reconvened the meeting to open session.
- 15.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken in Closed Session.
- 16.0 **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