

ROCKLIN UNIFIED SCHOOL DISTRICT

2615 Sierra Meadows Drive Rocklin, CA 95677

Todd Lowell, *President*
Steve Paul, *Vice President*
Greg Daley, *Clerk*
Camille Maben, *Member*
Wendy Lang, *Member*



OCTOBER 15, 2014 SPECIAL RECOGNITION, EMPLOYEE YEARS OF SERVICE – 6:30 P.M. REGULAR MEETING AGENDA — 7:00 P.M.

1.0 CALL TO ORDER

2.0 ROLL CALL

3.0 PLEDGE OF ALLEGIANCE

4.0 SPECIAL RECOGNITIONS/PRESENTATIONS

4.1 Special Report from City of Rocklin on Summer Civic Career Program (Presenter: Diana Ruslin).

5.0 AUDIENCE/VISITORS PUBLIC DISCUSSION – This agenda item is included for the purpose of giving anyone in attendance an opportunity to ask questions or discuss non-agenda items with the Board of Trustees. There will be a three-minute time limit per person. If visitors have a complaint about a specific employee of the District, they will be requested to submit an oral or written complaint to the employee's immediate supervisor or the principal as required by Administrative Regulation 1312.1. (Please note that the public portion of all meetings is recorded.)

6.0 COMMENTS FROM STUDENT REPRESENTATIVE(S)

7.0 COMMENTS FROM BOARD AND SUPERINTENDENT

8.0 ACTION ITEMS - CONSENT CALENDAR (REQUIRES SINGULAR ROLL CALL VOTE) – All matters listed under the Consent Calendar are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Trustees, audience, or staff request specific items to be removed from the Consent Calendar for separate discussion and action. Any agenda items removed will be voted upon following the motion to approve the Consent Calendar.

8.1 **BOARD MINUTES** – Request to approve Board minutes.

8.1.1 Sept 17, 2014 (Regular Session)

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 RESOLUTION 14-15-07 - A RESOLUTION DELEGATING BARBARA PATTERSON AS REPRESENTATIVE AND ROGER STOCK AS ALTERNATIVE REPRESENTATIVE TO THE JOINT POWERS BOARD FOR SCHOOLS INSURANCE GROUP (SIG) 2014-15** - Request to approve a resolution delegating Barbara Patterson as representative and Roger Stock as alternate representative to the Joint Powers Board for SIG for the 2014-15 school year. (Barbara Patterson).

- 8.5 **APPROVE STUDENT TEACHING AGREEMENT WITH CALIFORNIA STATE UNIVERSITY, CHICO** – Request to approve Student Teaching Agreement with California State University Chico. (Colleen Slattery)
- 8.6 **APPROVE FOOD SERVICE AGREEMENT WITH THE PLACER COUNTY OFFICE OF EDUCATION (PCOE)** – Request to approve agreement with PCOE to provide lunches to the Pathways Charter iCARE Program. (Barbara Patterson)
- 8.7 **MEMORANDUM OF UNDERSTANDING WITH ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION (RTPA)** – Request to approve MOU with RTPA to continue release time for RTPA Association President for 2014-15. (Colleen Slattery)
- 8.8 **APPROVE REVISED SECURITY FLEX 125 FLEXIBLE SPENDING ACCOUNT SERVICE AGREEMENT WITH SECURITY BENEFIT LIFE INSURANCE COMPANY** – Request to approve the revised agreement with Security Benefit Life Insurance Company. (Barbara Patterson)
- 8.9 **APPROVE BUDGET REVISIONS** – Request to approve RUSD budget revisions. (Barbara Patterson)
- 8.10 **APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS** – Request to approve the Quarterly Report on Williams Uniform Complaints for the quarter ending September 30, 2014. (Deborah Sigman)
- 8.11 **APPROVE COMPUCLAIM MEDI-CAL BILLING OPTION PROGRAM AGREEMENT** – Request to approve the agreement with CompuClaim for Medi-Cal billing. (Barbara Patterson)
- 8.12 **APPROVE OVERNIGHT FIELD TRIP(S)** – Request to approve the following overnight field trips. (Deborah Sigman).
- 8.12.1 Valley View Elementary, Grade 6 students to attend overnight field trip to Alliance Redwoods Conference Center in Sonoma County, CA (December 2 – Dec 5, 2014).
- 8.12.2 Breen Elementary, Grade 6 students to attend overnight field trip to Sly Park Environmental Education Center in El Dorado County, CA (December 1 – Dec 5, 2014).
- 8.12.3 Ruhkala Elementary, Grade 4 students to attend overnight field trip to Coloma in El Dorado County, CA (October 22 – October 24, 2014).
- 8.12.4 Sierra Elementary, Grade 4 students to attend overnight field trip to Monterey Bay Aquarium in Monterey County, CA (April 9 – April 10, 2015).
- 8.12.5 Sunset Ranch Elementary, Grade 5 students to attend overnight field trip(s) to “Age of Sail” in the San Francisco Bay, San Francisco, CA (November 4 – 5, 2014; November 12 – 13, 2014 and December 1 – 2, 2014).
- 8.13 **ACCEPT DONATIONS** – Request to accept the following donations. (Barbara Patterson)
- 8.13.1 \$500 from Renaissance Learning for the back-to-school staff barbecue.
- 8.13.2 \$500 from Measured Progress for the back-to-school staff barbecue.
- 8.13.3 Cash, gift cards to Walmart & Target and miscellaneous school supplies from St. Peter & Paul Church.
- 8.13.4 Miscellaneous school supplies collected by the employees of Gap, Inc.
- 8.13.5 \$120 from PG&E Corporation to Breen Elementary.
- 8.13.6 \$3,710.25 from Breen PTC to purchase Chromebooks at Breen Elementary.
- 8.13.7 Fourteen iPad minis, 14 cases and 2 iTunes from Miguel Ruiz to Parker Whitney Elementary.
- 8.13.8 \$3,000 from Rock Creek PTC to use towards Leader in Me for 2014-15 at Rock Creek Elementary.
- 8.13.9 A violin from the Pluta family to Rocklin Elementary.
- 8.13.10 \$2,388 from Noodles & Company to Rocklin Elementary.
- 8.13.11 \$1,000 from Mr. & Mrs. Barnes to the Sly Park Scholarship Fund at Rocklin Elementary.
- 8.13.12 \$300 from the GAP Foundation Money for Time Program at Ruhkala Elementary.
- 8.13.13 \$230.76 from Wells Fargo Bank Matching Gift Program to Ruhkala Elementary.
- 8.13.14 \$901.53 from Target Take Charge of Education to Ruhkala Elementary.
- 8.13.15 \$798.17 from Target Take Charge of Education to Sierra Elementary.

- 8.13.16 \$9,175 from Intel Volunteer Grant Program to Twin Oaks Elementary.
- 8.13.17 \$420 from Scott Becker to the SAT Prep Class at Rocklin High.
- 8.13.18 \$1,080.60 from Target Take Charge of Education to Rocklin High.
- 8.13.19 \$1,216.65 from Target Take Charge of Education to Whitney High.
- 8.13.20 \$100 from the Stauffer Family/Capital Bandwidth to Whitney High.
- 8.13.21 \$100 from Shane & Sarah Leverenz to Whitney High.
- 8.13.22 \$100 from Michele Colombo to Whitney High.
- 8.13.23 \$100 from Atlee & Kelly Horner to Whitney High.
- 8.13.24 \$5000 in labor and materials from Bayside Church, North Campus to Breen Elementary, Spring View Middle School, Victory High School, Whitney High School and Rocklin High School

9.0 **ACTION ITEMS – REGULAR AGENDA** – Protocol for action items include a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a three-minute time limit per person.

- 9.1 **RESOLUTION 14-15-06 – APPROVE RESOLUTION AFFIRMING SUFFICIENT TEXTBOOKS AND INSTRUCTIONAL MATERIALS FOR 2014-15** – Request to approve a resolution affirming sufficient textbooks and instructional materials for the 2014-15 school year. (Deborah Sigman)
- 9.2 **APPROVE BOARD POLICY (BP) AND ADMINISTRATIVE REGULATION (AR) -** Request to approve a revision to Board Policy and Administrative Regulation 5141.21. (Deborah Sigman)
 - 9.2.1 BP 5141.21 Students Administering Medications and Monitoring Health Conditions.
 - 9.2.2 AR 5141.21 Students Administering Medications and Monitoring Health Conditions.

10.0 **INFORMATION AND REPORTS**

- 10.1 **California Public Employee Retirement System (CalPERS) and California State Teachers' Retirement System (CalSTRS) Rate Increase and Cost Update** – (Barbara Patterson)
- 10.2 **Advanced Placement Spanish, Text Book Adoption** – (Deborah Sigman)
- 10.3 **Academic Content Standards, Curriculum Frameworks and Instructional Materials, Providing the Context for Implementation Activities and Expenditures** – (Deborah Sigman)

11.0 **PENDING AGENDA** – This is the time to place future items on the Pending Agenda.

12.0 **CLOSED SESSION** – The Board will adjourn to closed session regarding the following matters:

- 12.1 *Public employee discipline/dismissal/release pursuant to Government Code section 54957.*
- 12.2 *Conference with Legal Counsel – Anticipated Litigation as authorized by Government Code section 54956.9 (two potential cases)*
- 12.3 *Conference with Legal Counsel – Existing Litigation as authorized by Government Code section 54956.9 (Sacramento Court Case No. SA-CE-2562-E)*
- 12.4 *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

13.0 **RECONVENE TO OPEN SESSION**

14.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION**

15.0 **ADJOURNMENT**

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the Rocklin Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact our office at (916) 624-2428 well in advance of the regular meeting you wish to attend, so that we may make every reasonable effort to accommodate you. Documents distributed for public session items, less than 72 hours prior to meeting, are available for public inspection at the Rocklin Unified School District Office, 2615 Sierra Meadows Drive Rocklin, CA 95677.

NEXT REGULARLY SCHEDULED BOARD MEETING: NOVEMBER 5, 2014 (7:00 P.M.)



DECLARATION OF POSTING

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING AGENDA

I am a citizen of the United States and a resident of the County of Placer. I am over the age of eighteen years; my business address is 2615 Sierra Meadows Drive, Rocklin, CA 95677.

On the date and the address shown below, I posted the *ROCKLIN UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES REGULAR MEETING AGENDA* by placing a true copy thereof in the following public place:

Date of Posting:

October 15, 2014

Place Posted:

2615 Sierra Meadows Drive
Rocklin, CA 95677

I, Brenda Meadows, certify under penalty of perjury that the foregoing is true and correct.

Executed on the 15th day of October 2014 in Rocklin, California.

Brenda Meadows
Administrative Assistant
Rocklin Unified School District

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Employee Years of Service Recognition
DEPARTMENT: Office of the Assistant Superintendent – Human Resources

Background:

Each year the Board of Trustees, District Cabinet, and staff recognize employees who have served 10, 15, 20, 25, 30, and 35 years of service at an annual recognition event.

Status:

The Board of Trustees, District Cabinet, and staff would like to recognize Elementary personnel along with support site staff at the Elementary level including Nutrition Services, Transportation, and Maintenance and Operations, reaching these significant years of service.

*Note – Secondary personnel along with support site staff in Nutrition Services, Transportation, and Maintenance and Operations will be recognized at November 5, 2014 Board meeting.

Presenters:

Board of Trustees and District Cabinet

Financial Impact:

Current year: N/A
Future years: N/A
Funding source: N/A

Materials/Films:

10, 15, and 20 year service pins; 25 year, 30 year, and 35 year awards

Other People Who Might Present:

None

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item Special Recognition

Packet Information:

Staff being recognized for years of service

Recommendation:

Special Recognition

**ELEMENTARY STAFF
YEARS OF SERVICE RECOGNITION**

10 Years of Service

Kavita Bajwa	Barbara Berry	Kelly Brown
Rose Marie Caballero	Debra Carrasco	Janet Comstock
Kristin Doehrer	Sandra Foster	Diane Francis
Cynthia Guerrero	Craig Haviland	James Hoppert
Jiwan Lallian	David Martinez-Rodriguez	Michael Patten
Kelsy Patterson	Richard Pitts	Tina Price
Michelle Rabe	Krista Radmilovic	Christina Schuler
Patricia Seyfried	Brett Shirhall	Marcie Solomon
Andrea Springsteen	Corinne Storey	Selena Ueltzen
Deborah VanLiew	Victor Velazquez-Juarez	Teresa VonSavoye
Susan Waechtler	Nichol Weber	Christine Weillepp-Oglesby

15 Years of Service

Stephanie Becker	Kameron Breckenridge	Marby Brown
Patricia Buback	Janice Buckner	Gloria Chesbro
Jennifer Dunn	Ashley Eckenburg	Michelle Fitzhugh
Theresa Hellen	Jennifer Kaiser	Heather Lauer
Lorraine Littlejohn	Maria MartinezCourret	Delanne Mathias
Charmaine Mihalek	Geraldine Nelsen	Karen Rader
Gloria Rivas	Stacey Shields	Marianne Shirhall
Pamela Smiley	Carol Taylor	Melody Thorson

20 Years of Service

Rebecca Burke	Jody Fariss	Elaine Gazzolo
Stacey Jackson	Debra Kilbourne	Lori Schnell
Margaret Lubinski	Mark Webber	

25 Years of Service

Barbara Branges	Karen Hogans	Nancy Holihan
Kerry Kurtzman	Elaine Rilea	Diana Wallin

35 Years of Service

Allison Armstrong	Toni Jasinski
-------------------	---------------

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Special Report City of Rocklin Summer Civic Career Program
DEPARTMENT: Office of the Superintendent

Background:

The City of Rocklin and the District partnered last year to create a Summer Civic Career Program for RUSD students, who have completed their 11th grade year of high school. The program was launched this summer and included participants from Rocklin, Victory, RICA and Whitney High Schools. The students had the opportunity to participate in "hands on" activities to connect their learning to real world application.

Status:

The Summer Civic Career Program is being reviewed by staff from the City of Rocklin and RUSD to enhance and expand the program for the summer of 2015.

Presenter(s):

Rocklin City Council Member, Diana Ruslin

Financial Impact:

Current Year:

Future Year:

Funding Source:

Material/Films:

Summer Civic Career Program Executive Summary

Other People Who Might Present:

Rick Horst

Lydia Tahraoui

Thomas Brennan

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information Item:

Recommendation:

This is an informational item only.

Executive Summary – Summer Civic Career Program

Situation Summary:

The City partnered with Rocklin high schools to offer students starting their senior year an opportunity to participate in a Summer Civic Career Program. The program, in its pilot year focused on careers in the Public Services Department.

Students made important contributions to the City while participating in a challenging and rewarding work experience. The program, which ran for three weeks from June 16 to July 3, 2014, asked students to commit to four hours of work per day, Monday - Thursday. After successfully completing the program, students will receive an award from the City Council and a \$500 scholarship which were privately funded.

Participating High Schools

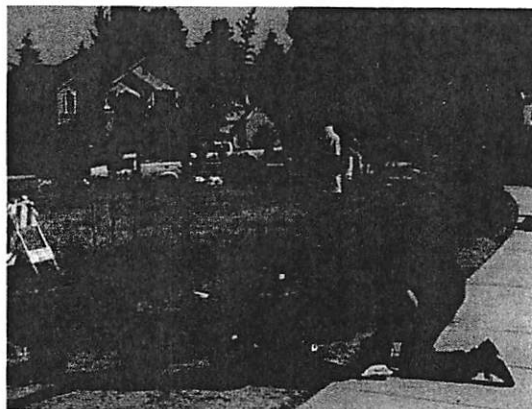
- Rocklin High School (8 students)
- Rocklin Independent Charter Academy (1 student)
- Victory High School (2 students)
- Whitney High School (3 students)

Participating Divisions, Staff, and Students

Parks/Landscape:

Students were put to work on projects that included sprinkler maintenance and planting. Along with the maintenance of the City's parks and landscapes students learned about planning and construction.

- Shawn Darling, Landscape Services Supervisor
- Ron Patten, Landscape Services Supervisor
 - Kyle Curtis, WHS
 - Thomas Brennan, VHS



Recreation:

Students worked alongside Youth Services Coordinators in the summer camps, helped out in the recreation office, and facility rentals. Skills included customer service, cash handling, child care, and computer usage.

- Mona Forester, Youth Services Supervisor
 - Katrina Foley, RICA
 - Lydia Tahraoui, RHS
 - Yasmin Zuloaga, RHS

Municipal Engineering:

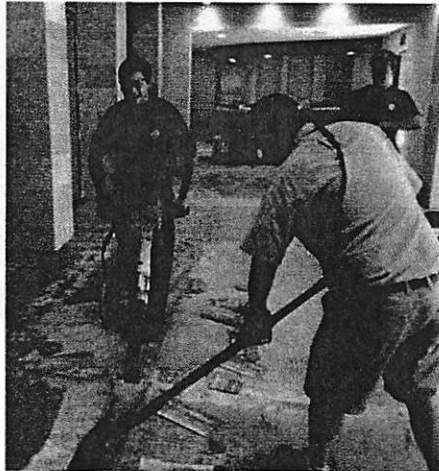
Students participated in engineering activities including bridge building, inspections, and using surveying equipment. Students learned about municipal budgeting and how to get a project prioritized.

- SP Mann, Senior Engineer
- Miguel Chavez, Assistant Civil Engineer
- Patty Chavez, Engineering Intern
 - Natasha Szombathy, WHS
 - Mindy Yan, RHS
 - Kai Fitzpatrick, RHS

Construction and Facility Management:

Students worked on the remodeling of the Event Center and learned first-hand about work orders and troubleshooting facility heating and air systems.

- Scot St. Denis, Facilities Maintenance Supervisor
 - Devin Davis, VHS
 - Trevor Hardin, RHS



Construction Management and Inspection:

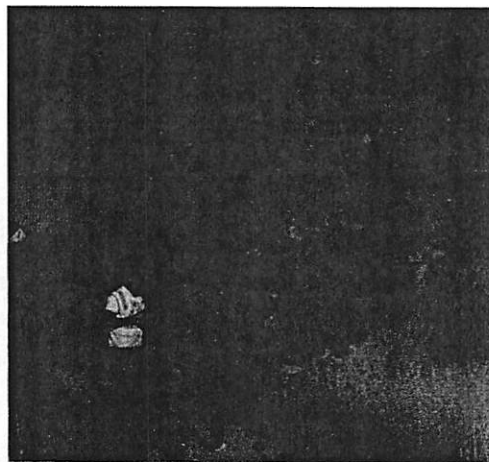
Students went out in to the field and looked at current and past construction sites. They also learned how to review construction specifications to City Standards, create a project, and manage the bid process.

- Jeff Guerrero, Senior Construction Inspector
- Haythem Daas, Engineering Intern
 - Ashton Aspley, RHS
 - Mitchell Lopez, RHS

Environmental Services and GIS (Geographic Information Systems):

In Environmental Services the students built water filters, visited the County's material recovery facility, and participated in water testing activities. Students shadowed a Public Works Inspector and accomplished storm water testing in the City's Open Space. GIS activities included using computerized mapping tools to accomplish a day of GIS college course lab work that applies directly to local government responsibilities. They also learned about GPS and went on a Geocaching treasure hunt throughout Rocklin.

- James House, Storm Water Engineering Technician
- Josh Little, GIS Analyst
- Corinne Heisler, Environmental Intern
 - Presley Valdivia, WHS
 - Kaitlyn Clark, RHS

**Conclusion, Recommendations for Next Year, and Survey:**

A postmortem session was held for students and staff (separately). Each group was interviewed and surveyed. Both groups felt the program was a great success. Breakfast was served to celebrate the accomplishments of both groups.

Recommendations for next Year

- Allow for work times other than 8am to 12pm. Students in recreation helped with community outreach at special events conducted in the evenings, and work crews have been on duty for quite some time before 8am.
- Make days six to eight hours, and fewer per week.
- Have students prepare a resume as part of the sign-up process and participate in an interview session.

Survey Results

Student Survey Results

Was the Civic Career Program too long, too short, or was it just about the right length?

Much too long	
Somewhat too long	
About the right amount	6
Somewhat too short	3
Much too short	3

Was the work-day at the Civic Career Program too long, too short, or was it just about the right length?

Much too long	
Somewhat too long	
About the right amount	10
Somewhat too short	2
Much too short	1

Did the session have an effect on your future career or college plans?

Totally changed my plans	
Reinforced my plans	5
Made me think about my plans	8
No effect at all	

Were you satisfied with the course content, neither satisfied nor dissatisfied with it, or dissatisfied with it?

Extremely satisfied	10
Moderately satisfied	3
Neither satisfied nor dissatisfied	
Moderately dissatisfied	
Extremely dissatisfied	

How knowledgeable in the course content was your instructor?

Extremely knowledgeable	10
Moderately knowledgeable	3
Slightly knowledgeable	
Not at all knowledgeable	

Staff Survey Results

Was the Civic Career Program too long, too short, or was it just about the right length?

Much too long	
Somewhat too long	7
About the right amount	9
Somewhat too short	
Much too short	

Was the work-day at the Civic Career Program too long, too short, or was it just about the right length?

Much too long	
Somewhat too long	1
About the right amount	13
Somewhat too short	2
Much too short	

Did you feel the session had an effect on the student's future career or college

Totally changed plans	
Reinforced plans	5
Made them think about their plans	11
No effect at all	

Would you be interested in participating again next year?

Yes	15
No	

Staff Survey Comments

- The students I interacted with really seemed to enjoy the program and helped them understand what a normal work flow in their specific area would be.
- Being in the front office I was able to see the kids everyday. Their friendly faces and laughter was nice and they seemed to encourage each other. Good kids and they seemed appreciative
- Trevor & Devon were willing and excited to learn
- I have suggested to the students that if they want to come back later this summer as a volunteer i would give them more exposure to inspection & construction

- I enjoyed sharing my experiences and perspective and would like to be more involved next time
- We should have themes for each week and explain a topic on Monday and then let the students work the rest of the week. This will teach them about different aspects of the field and give them a more job like experience.
- I appreciated that we were able to spread our message and educate the participants about the open space and storm water. I felt that I had enough time to show them what I do and help them understand environmental services does as a whole. Communication was good the organizers did a good job of letting us know what our individual roles were.
- Overall good program, possibly cut to 2 weeks. Allow flexibility for outdoor visits when temperatures are high
- I would have liked to see more students experience our storm water program, open space and the opportunity should be shared by as many students that time allows.
- Day length was great. But maybe 2 weeks instead of 3. There seemed to be some time to fill.
- Program was a bit too long. Maybe 2 weeks for 5 days instead. Need to time the program to coincide with active projects otherwise inspection and engineering miss out on field work.
- Our students liked working in the field
- Flexible Schedule would be helpful. (Hours/day vary depending on activity)
- Recreation was a tough match. If we were able to plan earlier, we could do a better job of assigning tasks. We would also be much more effective if we were able to change hours to fit into night time and weekend schedules
- It was difficult having their set hours. I would have to pick them up in the middle of field trips etc. Need to vary hours or extend on some days

Student Survey Comments:

- I feel lucky to have been able to participate! Thanks for providing us the opportunity to learn so much and meet so many wonderful people!
- I really liked working with the city. I would like to come back.
- The program was very hands-on, but the lectures were a bit too laborious. All-in-all, worth the experience
- I had a fantastic time and everyone in the department was so kind and helpful. It was a wonderful experience.
- I really do recommend making the program longer
- I enjoyed working with the Parks and Rec staff, it was an amazing experience
- All of the employees were amazingly helpful and full of energy and enthusiasm!!!
- Loved the crew I worked with! Very good at teaching! Also loved how hands on it was. I felt like I was actually employed.
- It was very informative in the information. I learned a lot from the instructors and this has definitely made me think about my future.

Closing

Council will present students scholarships at the Council Meeting on September 9th. During the ceremony there will be a slide show of the students involved in their duties. A cake and ice cream social will be held at Finn Hall immediately after the award of scholarships.

ROCKLIN UNIFIED SCHOOL DISTRICT

2615 Sierra Meadows Drive Rocklin, CA 95677

Todd Lowell, *President*
Steve Paul, *Vice President*
Greg Daley, *Clerk*
Camille Maben, *Member*
Wendy Lang, *Member*



Item 8.1
CONSENT
October 15, 2014

SEPTEMBER 17, 2014
REGULAR MEETING MINUTES – 7:00 P.M.

1.0 **CALL TO ORDER**

2.0 **ROLL CALL**

Trustees Present: Steve Paul, *Vice President*
Greg Daley, *Clerk*
Wendy Lang, *Member*
Camille Maben, *Member*

Trustee(s) Absent: Todd Lowell, *President*

Student Representative: Trevor Bohatch, *Rocklin High School*

Administrative Staff: Roger Stock, *Superintendent*; Deborah Sigman, *Deputy Superintendent*; Barbara Patterson, *Deputy Superintendent*; Colleen Slattery, *Assistant Superintendent*; Sue Wesselius, *Senior Director*; Karen Huffines, *Director*; Marty Flowers, *Director*; Mike Fury, *Chief Technology Officer*; Karen Huffines, *Director*; Matt Phillips, *Director*; Gilbert Benthin, *Assistant Director*; Bill Pruett, *Energy Specialist*

3.0 **PLEDGE OF ALLEGIANCE** – Trevor Bohatch introduced the members of The Whitney High School AFJROTC Color Guard then led the Board and audience in the Pledge of Allegiance.

4.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – Steve Paul 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 and announced that the public portion of the meeting would be recorded. The following comments regarding non-agenda items were noted:

Comments: John Joseph Burdette III of Newcastle California, introduced himself representing Southland Energy. Mr. Burdette was referred to Sue Wesselius for further discussion on his company’s services.

5.0 **COMMENTS FROM STUDENT REPRESENTATIVE(S)** – Student Representative Trevor Bohatch provided a report on District-wide events. Rocklin Independent Charter had a successful picnic, enjoyed by all in attendance. Victory High School’s Back to School Night was very successful and well attended. Trevor noted being a member of the District’s Strategic Planning Team and that Twin Oaks recently started strategic planning. Rocklin High School and Whitney High School had a record turnout at the 5th Annual Quarry Bowl. He commented on the pride shown by all students and what a great event it was to start off the year.

6.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Greg Daley expressed the Board’s condolences at the loss of Barbara Ann Chestnutt’s mother. Barbara is one of the District’s Visual and Performing Arts elementary teachers. Wendy Lang visited Back to School Nights and commented on

the outstanding attendance. Quarry bowl was fantastic. She welcomed Trevor Bohatch as the student representative from Rocklin High. Steve Paul commented on Back to School Nights at both Rocklin High and Whitney High Schools and how amazing it was to come together as a community with great participation at these events. Quarry Bowl is a great community event that brings many people together. Roger Stock expressed thanks to all Athletic and Activity Directors, Administrators and support staff for their work and effort in planning the Quarry Bowl.

7.0 **ACTION ITEMS - CONSENT CALENDAR** (*REQUIRES SINGULAR ROLL CALL VOTE*) – All matters listed under the Consent Calendar are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Trustees, audience, or staff request specific items to be removed from the Consent Calendar for separate discussion and action. Any agenda items removed will be voted upon following the motion to approve the Consent Calendar.

- 7.1 **BOARD MINUTES** – Request to approve Board minutes.
 - 7.1.1 Sept 3, 2014 (Regular Session)
- 7.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
- 7.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 7.4 **BILL WARRANTS** – Request to approve bill warrants. (Barbara Patterson)
- 7.5 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 7.6 **APPROVE STIPULATED EXPULSION** – Request to approve stipulated expulsion for Student No. 091714-01. (Marty Flowers)

A **MOTION** was made by Wendy Lang and seconded by Greg Daley to approve the Consent Calendar. Motion passed unanimously by the following roll call vote: Paul – aye, Lang – aye, Daley – aye.

8.0 **ACTION ITEMS – REGULAR AGENDA** – Protocol for action items include a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a three-minute time limit per person.

- 8.1 **RESOLUTION 14-15-05 – ESTABLISHING APPROPRIATION LIMITATION (GANN LIMIT)** – A **MOTION** was made by Wendy Lang and seconded by Greg Daley to approve a resolution identifying the estimated appropriation limits for the current year and the actual appropriation limits for the proceeding year (GANN Limit). Motion passed unanimously.
- 8.2 **2013-14 UNAUDITED ACTUAL FINANCIAL STATEMENTS** – A **MOTION** was made by Greg Daley and seconded by Wendy Lang to approve the 2013-14 Unaudited Actual Financial Report. Motion passed unanimously.
- 8.3 **PROPOSITION 39 UPDATE** – A **MOTION** was made by Greg Daley and seconded by Wendy Lang to approve the five year expenditure plan to the California Energy Commission. Motion passed unanimously.
- 8.4 **APPROVE BOARD POLICY (BP) AND ADMINISTRATIVE REGULATION** – A **MOTION** was made by Wendy Lang and seconded by Greg Daley to approve a revision to BP 4111 (Certificated Personnel) – Recruitment and Selection, and new BP 4211 (Classified Personnel), and BP 4311(Management, Supervisory, and Confidential Personnel) – Recruitment and Selection. Motion passed unanimously.

9.0 INFORMATION AND REPORTS**9.1 ENROLLMENT UPDATE (Barbara Patterson)**

Comments: Barbara Patterson, Deborah Sigman and Sue Wesselius provided a student enrollment update noting the decline in District's enrollment of 161 students as of the 10th day enrollment count from the prior year. An overview of enrollment count for the past 5 years, current housing permits being requested for the Rocklin District area, Kindergarten projections based on births, the number of no shows when school started, inter-district transfers, and data with was presented to the Board. Also shared was the financial impact of a loss of students to the District.

10.0 PENDING AGENDA – No items were placed on the pending agenda.**11.0 CLOSED SESSION – The Board adjourned to Closed Session at 8:20 p.m. regarding the following matters:**

- 11.1 *Public employee discipline/dismissal/release pursuant to Government Code section 54957.*
- 11.2 *Conference with Legal Counsel – Existing Litigation as authorized by Government Code section 54956.9 (Sacramento Court Case No. SA-CE-2562-E)*
- 11.3 In the matter of “Conference With Real Property Negotiators” as authorized by Government Code 54956.8 (Property to be discussed: Parklands/Del Rio Court Development)
District Negotiating Parties: Roger Stock, RUSD Superintendent
Sue Wesselius, RUSD Senior Director Facilities & Operations
- 11.4 *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

12.0 RECONVENE TO OPEN SESSION – Steve Paul reconvened the meeting to open session.**13.0 REPORT OF ACTION TAKEN IN CLOSED SESSION – No action was taken in closed session.****14.0 ADJOURNMENT – Vice President Paul adjourned the meeting at 9:54 p.m.**

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the Rocklin Unified School District encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact our office at (916) 624-2428 well in advance of the regular meeting you wish to attend, so that we may make every reasonable effort to accommodate you. Documents distributed for public session items, less than 72 hours prior to meeting, are available for public inspection at the Rocklin Unified School District Office, 2615 Sierra Meadows Drive Rocklin, CA 95677.

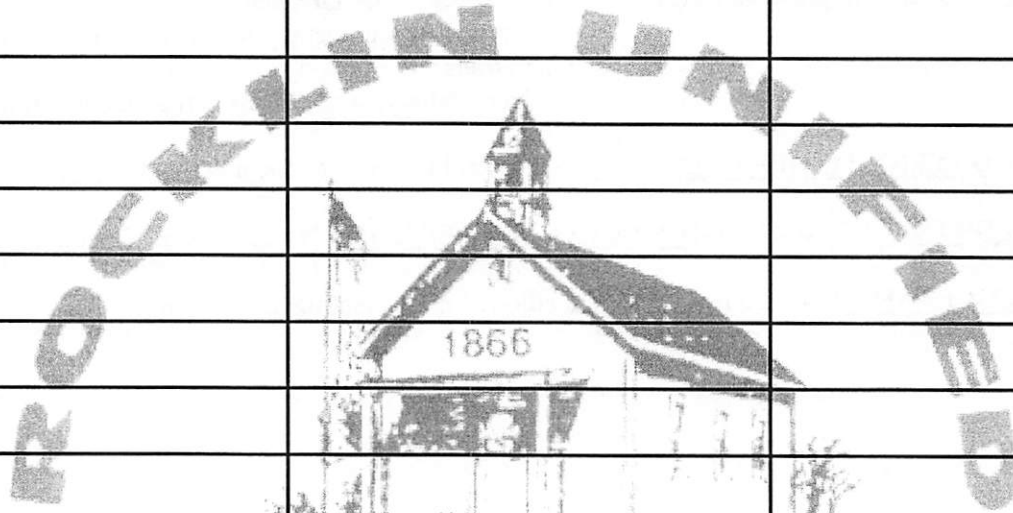
NEXT REGULARLY SCHEDULED BOARD MEETING: WEDNESDAY, OCT 15, 2014 (7:00 P.M.)

**ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES REGULAR MEETING & WORKSHOP**

ATTENDANCE SIGN-IN SHEET

Wednesday, September 17, 2014

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email address and/or phone)</small>
JOHN BURDETTE	SOUTHLAND ENERGY	jburdette@southlandind.com
Colleen Crowe	Parent/Teacher	ccrowe@rocklin.k12.ca.us
Barbara Scott	AC/SE	



Educational Excellence

Completion of any portion of this sign-in sheet is voluntary and will be included as part of the permanent minutes.

CERTIFICATED PERSONNEL REPORT

NEW HIRE:

1. Julie Parra, 1.0 FTE SDC Elementary Teacher, Breen Elementary, 9/22/14
2. Krista Salerno, 1.0 FTE Science Teacher (Long Term Sub), Granite Oaks Elementary, 9/15/14 – 12/19/14
3. Darren Baham, 0.50 FTE Social Science Teacher, Victory High School, and Hourly Social Science Teacher, Rocklin Independent Charter, 9/23/14
4. Amy Mack, 1.0 FTE SDC Teacher, Parker Whitney, 10/13/14
5. Tatiana Bock, 0.50 ELD Teacher, Sunset Ranch, 9/22/14

RESIGNATIONS:

1. Sarah Hovenden, 1.0 FTE SDC Elementary Teacher, Parker Whitney Elementary, effective date to be determined
2. Carrie Spradling, 1.0 FTE Speech Pathologist, District, effective date to be determined

CLASSIFIED PERSONNEL REPORT

NEW HIRES:

1. Name: Irene Monarrez
Position: Instructional Aide I –
ELL
Salary: Non-Rep, Range 1, Step A
Hours: 3.75 Hours/Day
Days: 10 Months/Year
Effective: 09/09/14
Site: Rocklin High School
Funding: General
2. Name: Karin Oxenham
Position: Instructional Aide I -
Elementary K-6
Salary: Non-Rep, Range 1, Step A
Hours: 3.75 Hours/Day
Days: 10 Months/Year
Effective: 09/09/14
Site: Sunset Ranch Elementary
Funding: General
3. Name: Liliana Battistoni
Position I: Instructional Aide II -
ELL
Position II: Instructional Aide I –
Elementary K-6
Salary I: Non-Rep, Range 3, Step B
Salary II: Non-Rep Range 1, Step C
Hours I: 1.2 Hours/Day
Hours II: 2.5 Hours/Day
Days: 10 Months/Year
Effective: 09/10/14
Site: Sierra Elementary
Funding: General
4. Name: Henry Martin
Position: Discipline Technician
Salary: Non-Rep, Range 1, Step A
Hours: 3.5 Hours/Day
Days: 10 Months/Year
Effective: 09/11/14
Site: Rocklin High School
Funding: General
5. Name: Julianne Jung
Position: Special Ed Aide II
Salary: CSEA, Range 27, Step A
Hours: 3 Hours/Day
Days: 10 Months/Year
Effective: 09/12/14
Site: Sunset Ranch Elementary
Funding: General
6. Name: Susan Ferrari-Nugent
Position: Library Aide
Salary: Non-Rep, Range 2, Step A
Hours: 3.5 Hours/Day
Days: 10 Months/Year
Effective: 09/15/14
Site: Victory High/R.I.C.A.
Funding: General
7. Name: Mary Daughters
Position: Library Aide
Salary: Non-Rep, Range 2, Step A
Hours: 2 Hours/Day
Days: 10 Months/Year
Effective: 09/15/14
Site: Granite Oaks Middle School
Funding: General

ROCKLIN UNIFIED SCHOOL DISTRICT HUMAN RESOURCES

8. Name: Ranie Collins
Position: Instructional Aide I -
Elementary K-6
Salary: Non-Rep, Range 1, Step A
Hours: 3.67 Hours/Day
Days: 10 Months/Year
Effective: 09/16/14
Site: Rocklin Elementary School
Funding: General
9. Name: Andrea Barker
Position: Instructional Aide I -
Elementary K-6
Salary: Non-Rep, Range 1, Step A
Hours: 2.83 Hours/Day
Days: 10 Months/Year
Effective: 09/18/14
Site: Ruhkala Elementary School
Funding: General
10. Name: Maria Collins
Position: Special Ed Aide III
Salary: CSEA, Range 29, Step A
Hours: 3.92 Hours/Day
Days: 10 Months/Year
Effective: 09/19/14
Site: Sierra Elementary School
Funding: General
11. Name: Michelle Winter
Position: Special Ed Aide I
Salary: CSEA, Range 24, Step A
Hours: 2.4 Hours/Day
Days: 10 Months/Year
Effective: 09/22/14
Site: Sunset Ranch Elementary
Funding: General
12. Name: Denise DeLucchi
Position: Instructional Aide – P.E.
Salary: Non-Rep, Range 1, Step A
Hours: 2.4 Hours/Day
Days: 10 Months/Year
Effective: 09/23/14
Site: Cobblestone Elementary
Funding: General
13. Name: Jamielee Fajardo
Position: Instructional Aide I -
Elementary K-6
Salary: Non-Rep, Range 1, Step A
Hours: 1.67 Hours/Day
Days: 10 Months/Year
Effective: 09/23/14
Site: Rocklin Elementary
Funding: General
14. Name: Paul Reynoso III
Position: Instructional Aide – P.E.
Salary: Non-Rep, Range 1, Step A
Hours: 3 Hours/Day
Days: 10 Months/Year
Effective: 09/24/14
Site: Rocklin Elementary
Funding: General
15. Name: Susanne Abeln
Position: Special Ed Aide I
Salary: CSEA, Range 24, Step A
Hours: 3 Hours/Day
Days: 10 Months/Year
Effective: 09/26/14
Site: Spring View Middle School
Funding: General

**ROCKLIN UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

16. Name: Rebecca Cavarra
Position: Instructional Aide I -
Elementary K-6
Salary: Non-Rep, Range 1, Step A
Hours: 3 Hours/Day
Days: 10 Months/Year
Effective: 09/26/14
Site: Sunset Ranch Elementary
Funding: General
17. Name: Jacobo Herrera Cota
Position: Night Custodian
Salary: CSEA, Range 29, Step A
Hours: 8 Hours/Day
Days: 12 Months/Year
Effective: 09/29/14
Site: Rocklin High School
Funding: General
18. Name: Matthew Coats
Position: Instructional Aide I -
Elementary K-6
Salary: Non-Rep, Range 1, Step C
Hours: 2.25 Hours/Day
Days: 10 Months/Year
Effective: 10/01/14
Site: Sierra Elementary School
Funding: General
19. Name: Robert Paez
Position: Special Ed Aide I
Salary: CSEA, Range 24, Step A
Hours: 3 Hours/Day
Days: 10 Months/Year
Effective: 10/01/14
Site: Whitney High School
Funding: General
20. Name: Michael Anderson
Position: Groundskeeper I
Salary: CSEA, Range 31, Step A
Hours: 8 Hours/Day
Days: 12 Months/Year
Effective: 10/01/14
Site: Maintenance Office
Funding: General
21. Name: Rosemarie Molinaro
Position: Health Aide
Salary: Non-Rep, Range 2, Step A
Hours: 3.25 Hours/Day
Days: 10 Months/Year
Effective: 10/06/14
Site: Sunset Ranch Elementary
Funding: General
22. Name: Jessica Flacks
Position: Computer Center Technician
Salary: CSEA, Range 27, Step A
Hours: 4.4 Hours/Day
Days: 10 Months/Year
Effective: 10/09/14
Site: Valley View Elementary
Funding: General

RECLASSIFICATIONS:

23. Name: Dawn Zick
Position: Special Ed Aide I
Salary: CSEA, Range 24, Step A
Hours: 3 Hours/Day
Days: 10 Months/Year
Effective: 09/26/14
Site: Spring View Middle School
Funding: General

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Resolution 14-15-07 – A Resolution of the RUSD Delegating Barbara Patterson as Representative and Roger Stock as Alternate Representative to the Joint Powers Board for Schools Insurance Group (SIG) for the 2014-15 School Year

DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

Each year we are required to delegate a representative and an alternate representative to the Joint Powers Board for Schools Insurance Group (SIG).

Status:

It is recommended that the Board approve Barbara Patterson as representative and Roger Stock as alternate representative to SIG for the 2014-15 school year.

Presenter:

Barbara Patterson

Financial Impact:

Current year: N/A

Future years: N/A

Funding source: N/A

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

A copy of the resolution is enclosed.

Recommendation:

Approval is recommended.

RESOLUTION 14-15-07
BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT

In the Matter of: A RESOLUTION OF THE ROCKLIN UNIFIED SCHOOL DISTRICT DELEGATING BARBARA L. PATTERSON AS REPRESENTATIVE AND ROGER STOCK AS ALTERNATE REPRESENTATIVE TO THE JOINT POWERS BOARD FOR SCHOOLS INSURANCE GROUP (SIG) FOR THE 2014-15 SCHOOL YEAR.

The following RESOLUTION was duly adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 15th day of October 2014, by the following vote on roll call:

AYES:

NOES:

ABSENT:

Signed and approved by me after its passage.

President, Board of Trustees

ATTEST:

Clerk, Board of Trustees

WHEREAS, this Agency is a Participating Agency of the Schools Risk and Insurance Management Group (SIG), and

WHEREAS, the Bylaws of SIG in part: "Each participating agency shall delegate one representative as a member of the Joint Powers, and one alternate to serve in the absence of the representative. Such appointment shall be by resolution of the Governing Board of the Agency," and

NOW, THEREFORE, BE IT RESOLVED that the Governing Board hereby designates the following individuals as Representative and the Alternate to the Schools Insurance Group Joint Powers Board for the 2014-15 school year:

DESIGNATION

Representative: Barbara L. Patterson, Deputy Superintendent, Business & Operations

Alternate: Roger Stock, Superintendent

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Student Teaching Agreement with California State University, Chico

DEPARTMENT: Office of the Assistant Superintendent – Human Resources

Background:

The District enters into MOUs/agreements with colleges and universities to provide internship opportunities for students enrolled in their teaching programs. Students partner with master teachers to gain real-world experience with classroom instruction, observation, and curriculum planning.

Status:

The agreement between California State University, Chico and the District is specifically designed to meet the regulations and standards of the CTC for students enrolled in the Teacher Credential Program and will give the District the opportunity to help develop student teachers and to assess their classroom effectiveness and teaching skills through their master teacher.

Presenter:

Colleen Slattery, Assistant Superintendent of Human Resources

Financial Impact:

Current year: N/A
Future years: N/A
Funding source: N/A

Materials/Films:

None

Other People Who Might Present:

None

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

California State University, Chico Student Teaching Agreement

Recommendation:

Staff recommends approval of the Student Teaching Agreement with California State University, Chico.



California State University, Chico

Student Teaching Agreement

THIS AGREEMENT entered into in the State of California by and between the Trustees of the California State University, which is the State of California acting in a higher education capacity, through its duly appointed and acting officer, hereinafter called the "University" and the School District noted below, hereinafter called the "District".

WITNESSETH

WHEREAS, the District is authorized to enter into agreements with the University to provide teaching experience through practice teaching to students enrolled in teacher education curricula of the University; and

WHEREAS, the University desires to place students in District for practice teaching experience under a supervisory teacher;

NOW, THEREFORE, it is mutually agreed between the University and the District as follows:

SPECIAL PROVISIONS

The University, District, and agreement term are as follows:

University: California State University, Chico

School District: Rocklin Unified

County: Placer

Term: July 1, 2014 to June 30, 2015

GENERAL TERMS

The District shall provide to University students teaching experience through practice teaching in schools and classes of the District. Such practice teaching shall be provided in such schools or classes of the District and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for practice teaching any student of the University assigned to practice teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of such student to practice teaching in the District.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of the classroom, teaching under the direct supervision and instruction of employees of the District holding valid teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided. This excludes emergency or provisional credentials.

over

1. A semester unit or practice teaching for elementary and secondary schools constitutes of approximately 60 clock hours practice teaching.
2. An assignment of a University student to practice teaching in schools or classes of the District shall be deemed, for approximately nine (9) weeks to approximately eighteen (18) weeks, but a student may be given more than one assignment by the University to practice teaching in such schools or classrooms. A practice teaching assignment shall be effective for the purpose of this agreement upon mutual agreement and written documentation between University and District.
3. The District shall be responsible for damages caused by the negligence of its officers, employees, and agents. The University shall be responsible for damages caused by the negligence of its officers, employees, and agents. The intent of this paragraph is to impose responsibility on each party for the negligence or its officers, employees, and agents.
4. The District shall procure and maintain General Liability Insurance, comprehensive or commercial form or equivalent self insurance, with \$1,000,000 minimum limit for each occurrence and minimum limit of \$2,000,000 General Aggregate as mutually agreed upon for this placement. A certificate evidencing the insurance requirements of this paragraph shall be provided to the University upon request.
5. The California State University system has elected to be insured for its General Liability exposure through the self-insured CSU Risk Management Authority.

SCHOOL DISTRICT

CALIFORNIA STATE UNIVERSITY, CHICO
Trustees of the California State University

By: _____

By: _____
Director of Education

Title: _____

By: _____
Procurement & Contract Services

CERTIFICATION BY SCHOOL DISTRICT

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the School District listed below, do hereby certify that the following is true and exact copy of a portion of the minutes of the regular meeting of said Board. "It was moved, seconded and carried that the attached contract with the Trustees of the California State University, whereby the University may assign students to the schools in the School District for practice teaching, be approved; and the Clerk / Secretary is hereby authorized to execute the same."

Board Meeting held the _____ day of _____, 20____. By: _____
Clerk / Secretary of the School

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Ratify Food Service Agreement with the Placer County Office of Education (PCOE)
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

PCOE approached the District about preparing and delivering lunches to the Pathways Charter iCARE Program students.

Status:

Nutrition Services has been working with PCOE to provide lunches under the National School Lunch Program for students at the charter program located at 655 Menlo Drive, Rocklin, CA. In addition to providing lunches, Nutrition Services will also review and approve free and reduced applications, submit claim reimbursement to CDE and provide clerical and administrative support. PCOE will reimburse Nutrition Services for these services at a cost not to exceed \$6,311.00 annually.

Presenter:

Barbara Patterson

Financial Impact:

Current year: PCOE to pay District up to \$6,311 annually

Future years:

Funding source: Local

Allotment of Time: 5 minutes

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

2014-15 Food Service Agreement is attached.

Recommendation:

Ratify agreement with PCOE to provide lunches to the Pathways Charter iCARE Program.

**2014-2015 Food Service Agreement
between the Placer County Office of Education
and the Rocklin Unified School District**

This Agreement, entered into on July 1, 2014, between the Rocklin Unified School District, hereinafter referred to as DISTRICT, and the Placer County Office of Education, hereinafter referred to as PCOE, is made for the purpose of providing lunches under the National School Lunch Program. DISTRICT will provide meals to the Pathways Charter iCARE Program students located at 655 Menlo Drive, Rocklin, CA.

It is hereby agreed that DISTRICT will:

- Provide meals to PCOE on days when DISTRICT schools are in session.
- Perform the free and reduced application process, including review and approval of applications.
- Perform the verification process and make necessary adjustments.
- Provide meals that comply with the nutrition standards established by the United States Department of Agriculture.
- Claim reimbursement from the California Department of Education for all meals served to PCOE students that are attending the above school sites. Reimbursement will be claimed at the rate of one meal per meal service, per day, per child. Reimbursement will be claimed only for complete meals taken by students. Reimbursement will be claimed according to each child's eligibility category.
- Perform required edit checks.
- Be responsible for meal count and claiming accountability.
- Be responsible for any over-claims identified during a review or audit.
- Prepare the meals following appropriate state and local health codes.
- Prepare meals according to CDE Medical Statement to Request Special Meal Accommodations.
- Deliver meals daily to PCOE facility.
- Invoice PCOE for clerical and administrative costs associated with processing free and reduced lunch applications, daily lunch counts, cash management and prep time. The costs for these services shall not exceed \$6,311.00 annually.

PCOE will:

- Align with the DISTRICT school calendar to accommodate students being offered the National School Lunch Program.
- Request sack lunches 1 week prior to field trips, and offer sack lunches to all students regardless of their eligibility status. The cost per meal will remain the same as regular meals.
- Indemnify and hold DISTRICT and its officers, employees, and agents harmless of any and all liability, cost, or expense arising out of the performance of this agreement.
- Reimburse DISTRICT for clerical and administrative costs associated with processing free and reduced lunch applications, daily lunch counts, cash management and prep time. The costs for these services shall not exceed \$6,311.00 annually.

Both parties will:

- Comply with all applicable federal, state and local statutes and regulations with regard to preparation and consumption of meals which meet the National School Lunch Program meal requirements, including, but not limited to, all applicable regulations relating to the overt identification of needy pupils, the nutritional content of meals, and nondiscrimination. All records maintained by both parties will be open to inspection by proper Federal, State, and local authorities in accordance with applicable statutes and regulations.

All business and information relating to the execution of this agreement and the services thereof, including kitchen visitations, will be direct to Juanita Fahnestock, Director of Food Services for the Rocklin Unified School District.

Either party may terminate this agreement for cause upon thirty days written notice. Notice of termination will be provided in writing to the other party.

ROCKLIN UNIFIED SCHOOL DISTRICT

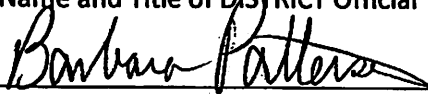
Name of School Food Authority

Barbara Patterson, Deputy Superintendent

(916) 630-2234

Name and Title of DISTRICT Official

Telephone



10/2/14

Signature of DISTRICT Official

Date

Placer County Office of Education (Student Services)

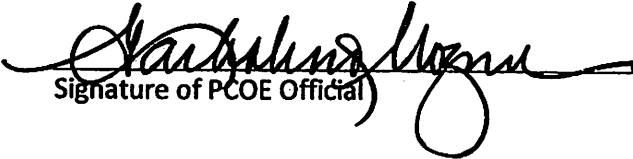
Name of Receiving School/Agency

Gayle Garbolino-Mojica, Superintendent

530-745-1310

Name and Title of PCOE Official

Telephone



9/16/14

Signature of PCOE Official

Date

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Memorandum of Understanding with Rocklin Teachers Professional Association

DEPARTMENT: Office of the Assistant Superintendent – Human Resources

Background:

RTPA contract Section IX – 13, Association Business Leave, allows the President of RTPA release time from his/her teaching duties to conduct association business for a period of up to, but no more than, 20% of his/her contract. In the past few years, the District, upon mutual agreement with RTPA, has submitted a MOU to the Board to provide additional release time as needed for the RTPA President.

Status:

Staff is presenting the proposed MOU with RTPA dated September 25, 2014, in which both parties agree to continue with 40% release time for the RTPA President effective August 1, 2014 for the 2014-15 school year.

Presenter:

Colleen Slattery, Assistant Superintendent of Human Resources

Financial Impact:

Current year: N/A
Future years: N/A
Funding source: N/A

Materials/Films:

None

Other People Who Might Present:

None

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

Memorandum of Understanding dated September 25, 2014.

Recommendation:

Staff recommends approval of the MOU with RTPA to continue the release time for the RTPA President for the 2014-15 school year.

**MEMORANDUM OF UNDERSTANDING BETWEEN
ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION AND THE
ROCKLIN UNIFIED SCHOOL DISTRICT**

September 25, 2014

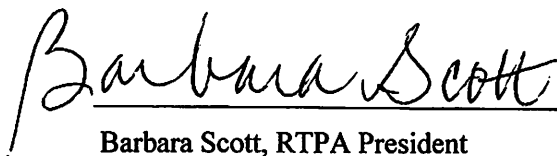
The Rocklin Teachers Professional Association (RTPA) and the Rocklin Unified School District (District) agree to the increased release time stipulated in the RTPA contract for the Association President from 20% to 40% of his/her contract to conduct Association business for the 2014-15 school year. Upon approval by the District and RTPA leadership, the change will be implemented with an effective date of August 1, 2014. The schedule will be developed with input of all parties.

1. Association Business Leave

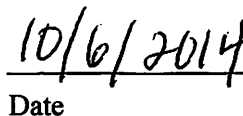
The Association will reimburse the District the replacement costs of the salary plus fringe benefits including health, medical, dental, and vision benefits for the Association President. During this leave, the designated person will continue to be compensated by the District and will retain all rights and benefits as though in regular service.

If, for any reason, a mutual agreement is not reached prior to the opening of school, parties will continue to meet until an agreeable solution is determined. Upon said agreement, release time will be implemented as quickly as is reasonably possible.

The Association President and/or designee shall have up to three days per year to attend workshops and/or conferences related to Association business without loss of pay. These days should not be deducted from personal necessity or sick leave. In the event that professional negotiators are employed to negotiate for the Association or the District, this provision is null and void.



Barbara Scott, RTPA President



Date

Roger Stock, Superintendent

Date

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revised Security Flex 125 Flexible Spending Account Service Agreement with Security Benefit Life Insurance Company

DEPARTMENT: Office of the Deputy Superintendent of Business & Operations

Background:

The District offers a Section 125 Flex Plan to employees and contracts with an outside firm to administer the plan, process enrollments and provide benefit information to employees. Security Benefit has been the administrator of the District's Section 125 Flex Plan since January 1, 2007.

Status:

Agreement revised to allow employees enrolled in the District's Section 125 Flex Plan to use up to \$500 of any unused amounts contributed to their Medical Care Expense Reimbursement Plan Account that remain in such Account at the end of the Plan Year for eligible medical care expenses incurred at any time during the immediately following Plan Year. This is in accordance with IRS Notice 2013-71. Any amount in excess of \$500 that remains in a Participant's Medical Care Expense Reimbursement Plan Account at the end of a Plan Year will be forfeited to the District. This would be effective for the 2015 plan year.

Previously employees enrolled in the Section 125 Flex Plan had a "grace" period of 2 ½ months following the end of the Plan Year to use any unused amounts contributed to their account for eligible medical care expenses incurred during this 2 ½ month grace period. This would conclude at the end of the 2014 plan year.

Presenter: Barbara Patterson

Financial Impact:

Current year: \$0

Future years:

Funding source:

Materials/Films: None

Other People Who Might Be Present:

None

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

Service Agreement is attached.

Recommendation:

Administration recommends approval of the revised plan agreement with Security Benefit Life Insurance Company.

**SECURITY FLEX 125 PROGRAMSM
FLEXIBLE SPENDING ACCOUNT SERVICE AGREEMENT**

This Agreement is made Oct. 15, 2014, between Rocklin Unified Sch. Dist. (the "Employer"), the Plan Sponsor of a cafeteria plan (the "Plan") described in Section 125 of the Internal Revenue Code ("Code") and Security Benefit Life Insurance Company ("Security Benefit"), a provider of non-discretionary administrative services to Cafeteria Plan sponsors.

WHEREAS, the Employer desires to adopt the Security Flex 125 ProgramSM (the "Program") and appoint Security Benefit as a non-discretionary provider of specified administrative services to the Plan as adopted by the Employer under the Program, which includes one or more Flexible Spending Accounts; and

WHEREAS, Security Benefit is willing to provide the non-discretionary administrative services specified in this Agreement.

NOW, THEREFORE, The Employer and Security Benefit agree as follows:

Section 1.0: Adoption of Program and Designation of Service Provider.

Employer hereby adopts the Security Flex 125 Program[®] it's Plan, which is intended to qualify under Section 125 of the Code. The Plan includes the features indicated below:

- Medical Care Flexible Spending Accounts.
 - With Flex Convenience[®] stored value debit cards.
 - Without stored value debit card claim payment.
- Dependent Care Flexible Spending Accounts.
- Basic Welfare Programs (insured or self-insured medical, dental, vision, etc.).

The Employer further designates Security Benefit as the provider of the non-discretionary administrative services described below for the operation of the Flexible Spending Accounts included in the Plan, as adopted by the Employer.

Unless separately agreed, Security Benefit will not provide any insured (or administer any self-insured) basic welfare program, or accept or remit premiums for such programs; and the Employer shall be solely responsible for arranging and providing these benefits and for the collection and remittance of any premiums for these benefits.

Section 2.0: Duties of Security Benefit.

2.1 Plan Documents. Plan documents for the Security Flex 125 Program will be provided by:

- Security Benefit will provide Plan documents.
- The Employer will provide it's own Plan documents.

If indicated above, Security Benefit will provide sample Plan documents prepared by Security Benefit for use by the Plan under the Program. Documents will be completed as specified or approved by the Employer. Although the documents will have a "prototype" format, with a basic plan document and an adoption agreement with blanks for the Employer to select Plan features, the Employer understands that the Internal Revenue Service does not have a program to pre-approve any type of cafeteria plan document, including the Program documents. If the Employer provides it's own Plan documents, Security Benefit can

assume no responsibility for the accuracy or adequacy of such documents, even if they are provided to Security Benefit for review.

- 2.2 Plan Enrollment or Conversion. Security Benefit will establish materials and procedures for enrolling employees of the Employer as Participants in the Program. Generally, Plan enrollment will be completed in group and individual Employee meetings, and will either be conducted by Security Benefit representatives or individuals associated with an independent marketing organization selected by Security Benefit and approved by Employer (the "Marketing Organization"). Prior to enrollment meetings, the Employer will provide employee census information and assist in the distribution of promotional materials provided by Security Benefit or the Marketing Organization eligible Employees Enrollment representatives will be provided an opportunity to conduct group and one-on-one enrollment meetings on the premises of the Employer, and may provide financial and retirement consultations concerning other Employer approved programs to facilitate Plan enrollment. If the Employer is converting its 125 Plan to the Program, Security Benefit will be given an opportunity to conduct a complete re-enrollment for the next Plan year.
- 2.3 Receipt and Allocation of Contributions. Security Benefit will receive and promptly credit contributions to accounts it establishes for each Participant for medical care and dependent care expense reimbursement, as permitted by the Plan. Contributions must be accurately broken down in a report provided by the Employer (or it's agent, such as a payroll vendor) by Participant name and ID number and identification of the type(s) of reimbursement account(s) to credit. With prior approval of Security Benefit, contributions for the Plan may be remitted by the Employer along with contributions for other benefits, such as Security Benefit 403(b) or 457 Programs, or for programs provided by others where Security Benefit has specifically agreed to further remit contributions to others. All contributions for such other programs must be specifically broken out in a report from the Employer. Security Benefit may invest as it elects contributions received in excess of claims paid for the Plan during the year, if any, but the Employer acknowledges that any earnings on such investments would be small and impossible to accurately allocate between plans and participants. Therefore, Security Benefit will bear the risk of any loss for such investments and will retain in consideration of its services and advances any income or gains on such investments.
- 2.4 Processing of Claims, Appeals. Security Benefit shall develop and distribute forms and establish procedures for submission of reimbursement claims by Participants to Security Benefit under the Program. All claims must be accompanied by proof deemed adequate by Security Benefit under Section 125 of the Code of the expense for which the Participant claims reimbursement. Claims will generally be processed within 24 hours of the day submitted in good form, and payment will generally be sent to the Participant on the following business day (as may be delayed for dependent care claims until funds are available in the account). If adequate proof of a claim is not provided, or the claim does not meet established guidelines for reimbursable claims, Security Benefit may, at it's option, hold the claim pending receipt of adequate or acceptable proof, notify the Participant of a claim denial, or return the claim to the Participant for resubmission with adequate and acceptable proof. Security Benefit will establish further formal claim review and appeal procedures, culminating in a final right of review by the Employer.
- 2.5 Claims Exceeding Contributions, Forfeitures. If a Participant submits claims in excess of contributions received to date for dependent care reimbursement, Security Benefit will hold the claim pending further expected contributions for the Plan year. At no time will reimbursements for dependent care expense claims exceed contributions received to date. Security Benefit will provide reimbursement for medical care expense claims in excess of contributions received to date, up to the maximum reimbursement elected by the Participant for the Plan year, as required by the Code. If specified below, Security Benefit will advance funds for such excess claims during the Plan year and will seek reimbursement of any remaining advances for excess claims after the end of the Plan year. Otherwise, the Employer will promptly advance funds for such excess reimbursement upon the request of Security Benefit.

Security Benefit will advance funds for excess Medical Care Reimbursements.

Any forfeitures of contributions after the end of the year will be retained by Security Benefit and credited against it's fees, if any, then against unreimbursed advances made by it for claims in excess of contributions for other Participants in the Plan, then paid for any other fees or expenses payable to others under the Program, as adopted by the Employer (such as custom printing, association endorsement fees, etc.). Any

remaining forfeitures will be remitted to the Employer for disposition for a permitted purpose under Section 125 of the Code (such as for Plan expenses or to reduce required contributions). For the purpose of determining when forfeitures occur, the Plan Year in which expenses must be incurred will be determined:

- As the 12 month Plan Year period provided in the Plan Document, without a Grace Period or Carryover.
(Medical, Dependent Care, Both)
- As the 12 month Plan Year with a Carryover of up to \$500 after the end of the Plan Year provided by IRS Notice 2013-71 without a Grace Period. **Medical**
- As the 12 month Plan Year with the 2 ½ month Grace Period after the end of the Plan Year provided by IRS Notice 2005-42 without a Carryover.
(Medical, Dependent Care, Both)

If the Grace Period is elected, claims incurred during the Grace Period will be paid first from any remaining balance in the Participant's account for the prior Plan Year, then from the balance attributable to the current Plan Year.

If the Carryover is elected, unused Health FSA amounts of up to \$500 remaining at the end of a plan year will roll over to reimburse eligible medical expenses incurred in the following plan year.

- 2.6 **Ongoing Participant Communications.** Security Benefit will provide an account statement or statements to Participants each calendar quarter and another upon notification that a Participant has separated or severed from service with the Employer with a remaining account balance. At least the final statement will warn the Participant that any remaining account balance will be forfeited unless valid reimbursement claims are submitted by the date specified in the Plan. Security Benefit will provide other ongoing Participant information and communication services, such as an automated telephone response system and Internet access to account and claim processing information, as well as live customer service access during normal business hours. Finally, Security Benefit or its Marketing Organization will annually conduct a new Plan re-enrollment under procedures similar to the initial enrollment or Plan conversion.
- 2.7 **Compliance Issues.** Security Benefit shall prepare with available information and forward to the Employer for filing any report or return required for the Plan under the Code or other applicable law.
- 2.8 **Management Information.** Security Benefit shall develop and prepare periodic reports for the Employer to summarize the operation of the Plan for the Plan year. In addition, Security Benefit shall provide such additional information as the Employer shall reasonably request concerning Plan operations.
- 2.9 **Confidentiality, Access to Records.** Security Benefit shall hold all Participant information obtained in the performance of services under this agreement confidential in compliance with all applicable federal and State laws, and shall internally limit the dissemination of Participant information to those who have a need to know for the operation of the Plan. The Employer acknowledges that these restrictions are legally required and will limit the access of the Employer to such information. Notwithstanding the foregoing, Security Benefit is authorized to provide information requested and required to be disclosed by any regulatory authority or any other person operating under the color or law (such as the holder of an apparently valid subpoena). Upon any termination of this Agreement, Security Benefit agrees to provide such information as is permitted to be disclosed to a successor provider to facilitate the continued operation of the Plan, but shall be entitled to retain the originals and any copy of any document or record it deems appropriate and for subsequent legal or regulatory inquiry.
- 2.10 **Flex Convenience® stored value debit card from mbi.** If the box in Section 1.0 is checked, payment of certain claims reimbursable from Medical Care Flexible Spending Accounts may be made by presentation of Flex Convenience® stored value debit cards by Plan Participants to certain medical care providers. Generally, all Plan participants with Medical Care Flexible Spending Accounts will be automatically enrolled in this service and will be provided Flex Convenience® cards. Generally, a separate fee may be charged for this service, and this fee will be charged to the Participant's Medical Care Flexible Spending Account. In order to preserve the tax favored status of the Medical Care Flexible Spending Accounts,

certain claims initially paid by use of the card must be substantiated and may be disallowed. If the Participant does not provide substantiation or pay disallowed claims upon demand from Security Benefit, the Employer must take certain actions specified by the Internal Revenue Service to collect such claim payments from the Participant. Flex Convenience[®] stored value debit cards are provided by a third party, Med-i-Bank, Inc., a/k/a mbi, which is generally responsible for the operation of the cards and payment system.

- 2.11 Regulatory Changes and Program Enhancements. Notwithstanding the provisions of this Agreement, Security Benefit agrees to provide services of the type contemplated in this Agreement under the terms and procedures of any enhancements to the Security Flex 125 Program[®] as generally offered and administered by Security Benefit for similar clients; and under the requirements of any new or changed legal or regulatory authority that apply to Security Benefit, the Employer, the Program, or the Plan.

Section 3.0: Duties of Employer.

- 3.1 Access to Employees for Enrollment. Employer Agrees to provide to Security Benefit, or its Marketing Organization, access to its eligible Employees and facilities as reasonably requested to conduct enrollments, consultations or re-enrollments as outlined in Section 2.2 above. Prior to enrollment, the Employer will provide Employee census and enrollment information on eligible employees, identification numbers and other data as reasonably requested to facilitate the enrollment process by establishing an enrollment database. Finally, the Employer agrees to internally distribute Plan promotional materials as reasonably requested, such as internal mailing of information sheets and hanging enrollment meeting posters.
- 3.2 Information to Security Benefit. In addition to the information provided to Security Benefit for enrollments, the Employer agrees to provide Security Benefit additional data as reasonably requested for ongoing program operation, including verification of certain Participant status changes, notification of Employee terminations of transfer into an employment classification no longer eligible for Plan participation, address changes, etc. All information provided to Security Benefit shall be timely provided in an acceptable format, including electronic formats as required or requested by Security Benefit.
- 3.3 Remittance of Contributions. Employer agrees to promptly remit Plan contributions to Security Benefit, including contributions for medical care and dependent care flexible spending accounts and contributions for such other benefits as Security Benefit agrees to accept (whether or not provided under the Plan); by Security Benefit under another plan or program, or others where Security Benefit has agreed to further remit such contributions. Contributions shall be remitted in a manner acceptable to Security Benefit along with information required by Security Benefit to allocate the contributions, all within the timing requirements imposed by applicable law. Although Security Benefit may agree to accept contributions and allocation information from others designated by the Employer, such as a payroll vendor, the Employer shall remain responsible for timely and complete remittance of contributions.
- 3.4 Claim Appeals. Although Security Benefit will process claims in a non-discretionary manner under reimbursement guidelines established under the requirements of Section 125 of the Code, and will further conduct claim review and appeal procedures in a non-discretionary manner, the Employer shall have the ultimate right and responsibility to review contested claim appeals. Any departure specifically requested by the Employer in writing will be implemented by Security Benefit, but if Security Benefit objects to the departure as inconsistent with the requirements of the Code and Security Benefit reimbursement guidelines, implementation will be at the expense and risk of the Employer.
- 3.5 Designated Representatives. The Employer agrees to designate one or more representatives, as reasonably requested by Security Benefit, who shall have the authority to bind the Employer and instruct Security Benefit in the operation of the Plan. Security Benefit shall be entitled to rely on the authority of all designated representatives until it receives written notice of the revocation of the representative's authority.
- 3.6 Retained Authority. The Employer retains the right to take any discretionary action or make any discretionary decisions permitted or required to be taken under the Plan by the Sponsor or any designated Plan Administrator. The Employer acknowledges that Security Benefit has only undertaken to perform the

non-discretionary services specified in this Agreement, so that any other action permitted or required to be taken under the Plan may be taken by the Employer or such other person as the Employer may designate.

Section 4.0: Administration of Agreement.

- 4.1 **Term and Termination.** This agreement shall have an initial term of one year, more or less, extending from the date first specified above through the end of the first full Plan year beginning on or after that date. During the initial term, this Agreement may be terminated early at the end of any Plan year upon termination of the Plan. After the initial term, this Agreement shall be automatically renewed for successive Plan years unless at least 90 days notice is given prior to the commencement of any renewal term. This Agreement may be terminated upon at least 30 days notice for cause if at least 30 days notice describing the cause is given and the cause remains uncorrected at the end of the notice period.
- 4.2 **Fees.** For all services rendered under this agreement, Employer agrees to pay the undersigned Marketing Organization the Participant fees specified on the Fee Schedule attached to this Agreement as Exhibit A. Security Benefit and Marketing Organization have agreed to an appropriate division of these fees commensurate with their duties hereunder, and Marketing Organization shall pay Security Benefit for its share of those fees. For additional or extraordinary services performed at the request of the Employer, Marketing Organization or Security Benefit may be paid such additional fees as Employer may specifically agree. Upon such notice to the Employer as it may reasonably make, Security Benefit shall be entitled to reimbursement of extraordinary expenses incurred (such as for the defense of claims made against the Plan, except for such expenses solely attributable to the acts or omissions of Security Benefit).
- 4.3 **Representations of Parties.** Security Benefit and the Employer both represent that they have the legal capacity to perform their duties hereunder, and further represent that they will perform their duties in a careful manner, giving appropriate attention to the accuracy of information provided to each other hereunder. Each party agrees to indemnify and hold the other harmless for all costs and expenses (including defense costs) that arise out of claims based on inaccurate information provided by that party, or upon a breach of this Agreement by that party or failure to fulfill any obligation of that party described in this Agreement. Any party seeking to enforce the obligations of this Section 4.3 shall promptly notify the other of any claim made which may be covered by this Section and, upon the request of the other, shall tender the management and defense of the claim. No attorneys fees shall be reimbursed unless the party seeking reimbursement has requested and obtained the consent of the other party to the counsel designated, which consent shall not be unreasonably withheld. The Employer understands that as a provider of non-discretionary administrative services, Security Benefit has not assumed the legal role of Plan Administrator for the Plan as set forth in the Employee Retirement Income Security Act of 1974 or comparable state law. There shall be no third party beneficiaries to this Agreement. Except as specifically set forth herein, neither party shall be responsible for the special, indirect or consequential damages of the other for any breach of this Agreement.
- 4.4 **Assignments, Severability.** The Employer may assign the benefits of this Agreement to additional Employees and to affiliates, upon notice to Security Benefit. Employer acknowledges that Security Benefit may assign enrollment responsibilities to a Marketing Organization, and agrees that Security Benefit may assign other responsibilities to other members of the Security Benefit Group of Companies or subcontractors, without release of Security Benefit from any responsibility specified hereunder. This agreement shall extend to the successors or either party. If any provision of this Agreement is found to be illegal, void or unenforceable, the remaining provisions shall not be effected thereby, but shall continue to be enforceable as nearly as possible in accordance with their terms.
- 4.6 **Entire Agreement, Amendments.** This Agreement represents the entire understanding and all undertakings of the parties, and all prior discussions and representations shall be deemed merged herein. This Agreement shall be supplemented (but not modified) by the course of dealing between the parties and may be formally amended by a writing executed by both parties.
- 4.7 **Notices, Governing Law.** Any notice required or permitted to be given hereunder may be given in writing or electronically, in either case where delivery can be proven. Notice given by ordinary mail, return receipt requested with the receipt executed and returned, conclusively satisfies these requirements. Notice shall be

deemed given when sent to the address specified in the execution section of this Agreement below, or such other address as may be specified by notice. This Agreement shall be governed by federal law where applicable, and otherwise by the law of the state specified in the address of the Employer below.

IN WITNESS WHEREOF, authorized representatives of the Parties have executed this Agreement as of the date and time first specified above.

SECURITY BENEFIT LIFE INSURANCE COMPANY

By: _____
Title: _____

Attn.: Employer Benefits
One Security Benefit Place
Topeka, Kansas 66636-0001
Phone: 800-888-2461
Fax: 866-477-6526

EMPLOYER: Rocklin Unified School District

Address: 2615 Sierra Meadows Drive
Rocklin, CA 95677

By: _____
Title: Deputy Superintendent

Phone: (916) 630-2234
Fax: (916) 624-6193

A Marketing Organization retained by Security Benefit, if any, may execute this Agreement below as an acknowledgement of its acceptance of the enrollment responsibilities set forth in this Agreement.

MARKETING ORGANIZATION: _____

Address: _____

By: _____
Title: _____

Phone: _____
Fax: _____

Security Flex 125 ProgramSM
EXHIBIT A

FEE AND EXPENSE SCHEDULE
Security Flex 125 ProgramSM

ONE-TIME SET-UP FEES

- | |
|---|
| <ul style="list-style-type: none">• Installation documents Waived- Plan Documents- Plan Installation |
|---|

SERVICE FEES*

- | |
|---|
| <ul style="list-style-type: none">• Annual Plan Fee Waived- Plan-level recordkeeping- Employer reports |
|---|

PARTICIPANT FEES*

- | |
|---|
| <ul style="list-style-type: none">• Monthly Participant Fee \$2.00 per participant |
|---|

EMPLOYEE INFORMATION AND COMMUNICATION FEE*

- | |
|--|
| <ul style="list-style-type: none">• Communication Materials Waived- Enrollment kit, forms and program description- Enrollment and group presentations |
|--|

FLEX CONVENIENCE® CARD FEE*

- | |
|--|
| <ul style="list-style-type: none">• Monthly Charge<ul style="list-style-type: none">○ Employee Card Waived○ Dependent Card Waived○ Lost or Stolen Card Waived |
|--|

**SPENDING ACCOUNT CARRYOVER AMENDMENT TO THE
SECURITY BENEFIT FLEXIBLE BENEFITS PLAN**

**ARTICLE I
PREAMBLE**

- 1.1. **Effective date of Amendment.** The Employer adopts this Spending Account Carryover Amendment to the Security Flexible Benefits Plan (the "Plan") to reflect certain changes to the Plan. This Amendment is effective as of the date(s) set forth herein.
- 1.2. **Superseding or inconsistent provisions.** This Amendment supersedes the provisions of the Plan, the Security Benefit Flexible Benefits Plan Adoption Agreement (the "Adoption Agreement"); and any service agreement previously entered into by the Employer and Security Benefit Life Insurance Company or one of its affiliates ("Security Benefit") with respect to any flexible spending accounts offered under the Plan (the "Service Agreement"), to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3. **Construction.** Except as otherwise provided in this Amendment, any references to "Section" in this Amendment refers only to sections within this Amendment, and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section or other numbering designations. Capitalized terms not defined herein will be defined as set forth in the Plan and/or the Adoption Agreement, as applicable.
- 1.4. **Effect of restatement of Plan.** If the Employer restates the Plan, then this Amendment shall remain in effect after such restatement unless the provisions in this Amendment are restated or otherwise become obsolete.

**ARTICLE II
AMENDMENT TO BASIC PLAN DOCUMENT**

- 2.1 **Permissible Carryover of Medical Care Expense Reimbursement Plan Contributions to a Subsequent Plan Year.** Effective with respect to contributions made to a Participant's Account under the Medical Care Expense Reimbursement Plan, if any, for Plan Years beginning on or after January 1, 2014, the "Forfeiture" section of Exhibit A to the Plan is hereby deleted in its entirety and replaced with the following language:

"Forfeiture

Any balance remaining in the Participant's Account at the end of a Plan Year will be forfeited to Employer, except as set forth in the Adoption Agreement. In accordance with the Employer's elections in the Adoption Agreement, Section 125 of the Internal Revenue Code, and applicable IRS guidance, including without limitation IRS Notice 2013-71 and any successor guidance, a Participant will be permitted to use amounts contributed to his Account during one Plan Year in the following Plan Year."

**ARTICLE III
AMENDMENT TO ADOPTION AGREEMENT**

3.1 Permissible Carryover of Reimbursement Plan Contributions to a Subsequent Plan Year. Notwithstanding anything to the contrary in the existing Adoption Agreement or the Service Agreement, as applicable, the following new Section 14A is added to the Adoption Agreement:

“14A. For purposes of determining when forfeitures occur with respect to any contributions made to Medical Care Expense Reimbursement Plan Accounts offered under the Plan for Plan Years beginning on or after January 1, 2014, Employer intends to measure forfeiture periods as set forth below.

(Select only one of the following options.)

A Participant will be permitted to use up to \$500 of any unused amounts contributed to his or her Medical Care Expense Reimbursement Plan Account during a Plan Year that remain in such Account at the end of the Plan Year for otherwise eligible medical care expenses incurred at any time during the immediately following Plan Year, in accordance with IRS Notice 2013-71 or any successor guidance. Any amounts in excess of \$500 that remain in a Participant's Medical Care Expense Reimbursement Plan Account at the end of a Plan Year will be forfeited to Employer.

A Participant will be permitted to use any unused amounts contributed to his or her Medical Care Expense Reimbursement Plan Account during a Plan Year that remain in such Account at the end of the Plan Year for otherwise eligible medical care expenses incurred during a 2&1/2 month grace period immediately following the end of such Plan Year, in accordance with IRS Notice 2005-42 or any successor guidance.

A Participant must use any amounts contributed to his or her Medical Care Expense Reimbursement Plan Account during a Plan Year by the end of such Plan Year.

[Signature Page Follows]

This Spending Account Carryover Amendment has been executed this 15th day of October, 2014.

Name of Plan: Security Benefit Flexible Benefits Plan

Name of Employer: Rocklin Unified School District

By: _____
Barbara Patterson, Deputy Superintendent

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approval of Budget Revisions
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

It is standard practice for changes to be made to the budget throughout the year. These budget revisions will be routinely brought to the Board for approval.

Status:

Budget changes are summarized in the attachment. Major changes in the General Fund include carryover of categorical and assigned fund balances, changes due to enrollment growth, categorical program allocation adjustments, and salary savings due to vacancies and changes in FTE.

Presenter:

Barbara Patterson

Financial Impact:

Current year: General Fund (\$1,154,545), Charter Fund (\$15,005), Cafeteria Fund \$4,445, Deferred Maintenance (\$594,341), Developer Fees (\$231,683), Special Reserve for Capital Outlay Projects (\$25,029), Mello-Roos Capital Projects \$16,492 and Mello-Roos Debt Service (\$188,192).

Future years: N/A
Funding source: N/A

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

Budget revisions are included in the agenda packet.

Recommendation:

Staff recommends approval of the budget revisions.

FUND 01 - GENERAL FUND

Beginning Excess of Revenues over Expenditures		\$	402,554
Revenues			
Decrease in LCFF due to charter ADA adjustment (~14 ADA)	\$	(93,603)	
Increase in Project Lead the Way Grant		23,000	
Increase in local unrestricted donations		63,164	
Decrease in lottery due to declining ADA		(23,395)	
Increase in salary abatements		6,028	
Increase in transportation billings		995	
Increase in federal awards due to carryover		12,086	
Increase in local restricted donations		52,196	
Decrease in LCFF transfers to deferred maintenance		237,340	
Increase in miscellaneous revenues		4,266	
Total Increase in Revenues			282,077
Transfers In			
Increase transfers in from other funds			25,029
Total Increase in Revenues and Transfers In			307,106
Expenditures			
Net decrease for change in FTE, salary and benefits, substitutes and vacancy savings		(404,593)	
Increase for carryover from prior year		1,312,054	
Increase in supplemental set aside		33,929	
Increase for energy incentive		62,902	
Increase in non public agency contracts		12,824	
Increase in legal fees		55,000	
Increase in lottery (graphing calculators)		23,162	
Increase in Project Lead the Way Grant		23,000	
Decrease in clean energy services (Prop 39)		(43,000)	
Increase in local unrestricted donations		63,164	
Increase in local restricted donations		52,196	
Increase in restricted RDA expenditures for deferred maintenance		237,340	
Increase in miscellaneous expenditures		1,644	
Increase for furniture and equipment in smart classrooms and special education growth		32,029	
Total Increase in Expenditures			1,461,651
Revised Excess of Expenditures over Revenues			(751,991)
Revised Beginning Fund Balance			13,369,867
Revised Ending Fund Balance		\$	12,617,876

FUND 09 CHARTER SCHOOL		
Beginning Excess of Revenues over Expenditures		\$ 89,241
Expenditures		
Increase in staffing/benefits and vacancy savings	\$ 805	
Increase in materials and supplies	14,200	
Total Increase in Expenditures		15,005
Revised Excess of Revenues over Expenditures		74,236
Revised Beginning Fund Balance		44,695
Revised Ending Fund Balance		<u>\$ 118,931</u>

FUND 13 CAFETERIA		
Beginning Excess of Revenues over Expenditures		\$ 79,570
Expenditures		
Increase in staffing/benefits for food service workers and vacancy savings	\$ 555	
Decrease in food costs	(5,000)	
Total Decrease in Expenditures		(4,445)
Revised Excess of Revenues over Expenditures		84,015
Revised Beginning Fund Balance		480,643
Revised Ending Fund Balance		<u>\$ 564,658</u>

FUND 14 DEFERRED MAINTENANCE		
Beginning Excess of Revenues over Expenditures		\$ 450,347
Revenues		
Decrease transfer in from Fund 01		(237,341)
Expenditures		
Carry forward of summer maintenance projects budgeted in 2013-14		357,000
Revised Excess of Expenditures over Revenues		(143,994)
Revised Beginning Fund Balance		1,530,239
Revised Ending Fund Balance		<u>\$ 1,386,245</u>

FUND 25 DEVELOPER FEES		
Beginning Excess of Revenues over Expenditures		\$ 875,632
Revenues		
Increase in local revenues	\$ 10,565	
Increase for sale of surplus bus	15,500	
Total Increase in Revenues		26,065
Expenditures		
Carry forward of summer growth projects budgeted in 2013-14	187,718	
Increase for concrete expansion project @ WHS	35,000	
Increase for technology services growth project	35,030	
Total Increase in Expenditures		257,748
Revised Excess of Revenues over Expenditures		643,949
Revised Beginning Fund Balance		3,694,485
Revised Ending Fund Balance		<u>\$ 4,338,434</u>

FUND 40 SPECIAL RESERVE FOR CAPITAL OUTLAY PROJECTS		
Beginning Excess of Expenditures over Revenues		\$ (24,573)
Transfer Out		
Transfer of non-capitalized expenditures to Fund 01		25,029
Revised Excess of Expenditures over Revenues		(49,602)
Revised Beginning Fund Balance		175,473
Revised Ending Fund Balance		<u>\$ 125,871</u>

FUND 49 MELLO-ROOS

Beginning Excess of Expenditures over Revenues	\$ (281,505)
Revenues	
Increase of tax revenues from Fund 52	103,492
Expenditures	
Increase for furniture and equipment for new classrooms at elementary schools	87,000
Revised Excess of Expenditures over Revenues	(265,013)
Revised Beginning Fund Balance	16,480,517
Revised Ending Fund Balance	\$ 16,215,504

FUND 52 MELLO-ROOS DEBT SERVICE

Beginning Excess of Revenues over Expenditures	\$ 276,569
Revenues	
Decrease in secured tax revenues	(84,700)
Expenditures	
Increase of tax revenues transferred to Fund 49	103,492
Revised Excess of Revenues over Expenditures	88,377
Revised Beginning Fund Balance	7,224,192
Revised Ending Fund Balance	\$ 7,312,569

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Quarterly Report on Williams Uniform Complaints

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Williams v. State of California was a statewide class action lawsuit about California's duty to provide every public school student with instructional materials, safe and decent school facilities, and qualified teachers. After four years of litigation, the parties in the case reached a Settlement Agreement on August 13, 2004. The Settlement Agreement provided for a package of legislative proposals designed to ensure that all students will have books in specified subjects and that their schools will be clean and in safe condition. In 2007, the legislature amended Education Code 35186 to authorize the use of the Williams complaint procedure for deficiencies related to the provision of intensive instruction and services to students who have not passed one or both parts of the high school exit examination after the completion of grade 12.

Status:

One component of the Williams Settlement Legislation requires each district's designee to submit a quarterly report to the County Superintendent and the Governing Board on the nature and resolution of complaints addressing insufficient instructional materials, teacher vacancies and misassignments, CAHSEE intensive instruction services, and emergency or urgent facilities issues. Contents of the report must be reported publicly at a governing board meeting.

Presenter:

Deborah Sigman

Financial Impact: NA

Current year: NA

Future years: NA

Funding source: NA

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

Copy of Quarterly Report on Williams Uniform Complaints.

Recommendation:

Staff recommends approval of the Quarterly Report on Williams Uniform Complaints, for the quarter ending September 30, 2014.

Quarterly Report on Williams Uniform Complaints
 [Education Code § 35186(d)(e)]

District: Rocklin Unified School District

Person completing this form: Leta Momet

Title: Administrative Assistant

- Quarterly Report Submission Date: (Check one)
- April Due: April 30th
 - July Due: July 31st
 - October Due: October 31st
 - January Due: January 31st

Date quarterly report was or will be reported publicly at a regularly scheduled board meeting: 10/15/14

- No complaints were filed with any school in the district or with a district official during the quarter indicated above.
- Complaints were filed with a school(s) in the district or with a district official during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
CAHSEE Intensive Instruction & Services	0		
TOTALS	0		

Roger Stock

Print Name of District Superintendent

October 3, 2014

Signature of District Superintendent

Date

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Approval of CompuClaim Medi-Cal Billing Option Program Agreement
DEPARTMENT: Office of the Deputy Superintendent - Educational Services, Special Education

Background:

Last year, the District contracted with Northern California Medi-Cal Administrative Services Joint Powers Authority (NMAA-JPA) for Medi-Cal LEA billing. The School-Based Medi-Cal Administrative Activities (SMAA) program is in deferral and very few LEA SMAA invoices have been paid. As a result, the JPA income is not sufficient to support continued operation and the JPA cannot continue to incur costs. Consequently, the NMAA-JPA Medi-Cal Administrative Claiming Agreement with Rocklin Unified School District will be terminated effective December 31, 2014. After careful review and completion of reference checks, Educational Services' staff believes that CompuClaim can best provide these Medi-Cal billing services. The cost for the service is 9% of the funds received from Medi-Cal but is not payable until after we actually receive the funds from the State.

Status:

Request for approval to contract with CompuClaim to provide Medi-Cal Billing Services for the district's MAA (Medi-Cal Administrative Activities) and LEA (Local Education Agency) billing.

Presenter: Janna Cambra, Director of Special Education & Support Programs

Financial Impact:

Current Year: Funding from Medi-Cal billing through MAA and LEA billing; 9% fee will be taken out of money received from Medi-Cal. There are no upfront fees.
Future Year: Same
Funding Source: Medi-Cal billing through MAA and LEA billing

Material/Films:
N/A

Other People Who Might Be Present:

None

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information Item:

CompuClaim Medical Billing Option Program Agreement

Recommendation:

Staff recommends approval of the agreement with CompuClaim for Medi-Cal billing.



MEDI-CAL BILLING OPTION PROGRAM

This Agreement ("Agreement") is made and entered this 8/1/14 by and between the **Rocklin Unified School District** ("local educational agency" or "LEA") having an address at 2615 Sierra Meadows Dr, Rocklin, CA and the **CompuClaim, Inc** ("COMPUCLAIM") having an address at 221 Third Street, Newport, RI 02840 (individually "Party," together "Parties").

RECITALS

WHEREAS, COMPUCLAIM offers Medi-Cal Billing Option Claiming Services ("LBO") services to California LEAs; and

WHEREAS, LEA desires to utilize CompuClaim's LBO services; and

WHEREAS, the purpose and subject of this Agreement is limited to the provision of LBO Services.

NOW THEREFORE, in consideration of the terms and conditions set forth herein, the Parties agree as follows:

1. **COMMENCEMENT, DURATION, AND TERMINATION OF SERVICES**
 - (A) This Agreement shall be effective on the date signed by both Parties and continue through the duration of the current fiscal year.
 - (B) This Agreement shall automatically renew at the beginning of each subsequent fiscal year for an additional twelve (12) months unless one Party has provided written notice of cancellation to the other Party not less than ninety (90) days prior to the renewal date.
 - (C) Either Party may terminate this Agreement in the event of material breach by the other Party after providing the breaching Party with a thirty (30) day period to cure the breach and the breach is not cured. If a cure is not possible, the Agreement may be terminated immediately.
 - (D) LEA may terminate this Agreement, with or without cause, upon ninety (90) days written notice to COMPUCLAIM, provided LEA pays all fees for services provided through the effective date of termination.



2. COMPUCLAIM OBLIGATIONS

- (A) Eligibility Determination. COMPUCLAIM will determine Medi-Cal eligibility and ascertain Medi-Cal identifier numbers for students served by LEA within limits imposed by California Department of Health Care Services ("DHCS") and county governments upon commencement of the LBO services, and quarterly thereafter (March 15, June 15, October 15, and December 15). Determination of eligibility information will be retained by COMPUCLAIM and will be used solely to provide Medi-Cal billing services hereunder.
- (B) Provider Logs. COMPUCLAIM will provide to LEA specifically designed web-based provider logs and web-based LBO billing information for use by the LEA's healthcare providers in connection with the LBO program and this Agreement, but for no other purpose.
- (C) Training and Support. COMPUCLAIM will coordinate, schedule, and provide training, continuing education, and online support for LEA staff necessary for the preparation of data required for the submission of LBO claims to Medi-Cal. The training and continuing education shall occur as agreed by the Parties. COMPUCLAIM will maintain knowledge of current billing procedures, rules, and laws for California's LBO claiming program and knowledge of the Centers of Medicare and Medicaid Services (CMS) guidelines as they pertain to provisions of services under this Agreement.
- (D) Data Input. COMPUCLAIM shall be responsible for providing the online web-based data entry portal for healthcare service logs, student/class enrollment dates, and all information given to COMPUCLAIM by LEA and for electronic transmittal to the DHCS.
- (E) Access to Data Entry Portal. COMPUCLAIM shall provide a password(s) to the LEA for use by its designated employees and authorized personnel in connection with this Agreement.
- (F) Reporting of Unauthorized Disclosures or Misuse of Student Information. COMPUCLAIM, within one business day of discovery, shall report to LEA any use or disclosure of Student Information not authorized by the Agreement or in writing by LEA. COMPUCLAIM's report shall identify: (i) the nature of the unauthorized use or disclosure; (ii) the Student Information used or disclosed, (iii) who made the unauthorized use or received the unauthorized disclosure, (iv) what COMPUCLAIM has done or shall do to mitigate any effect of the unauthorized use or disclosure, and (v) what corrective action COMPUCLAIM has taken or shall take to prevent future similar unauthorized use or disclosure. COMPUCLAIM shall provide such other information, including a written report, requested by LEA.
- (G) Return or Destruction of Student Information. Upon termination, cancellation, expiration or other conclusion of the Agreement, COMPUCLAIM shall return all



Student Information to LEA, or if return is not feasible as determined by LEA in written notice to COMPUCLAIM, destroy any and all Student Information.

- (H) **Review of Claims.** CompuClaim will review all claims for accuracy based upon the data provided by LEA.
- (I) **Claims Submittal.** COMPUCLAIM will make reasonable efforts to submit each Medi-Cal claim to DHCS within thirty (30) days of receipt from LEA of all information necessary for processing each claim. COMPUCLAIM will also make reasonable efforts to submit retroactive claims existing at the commencement of this Agreement so as to minimize revenue lost due to Medi-Cal's one (1) year billing limit.
- (J) **Reports.** COMPUCLAIM will provide LEA with the Billing Cycle Evaluation reports for the claims submitted to Medi-Cal.
- (K) **Reviews and Audits.** COMPUCLAIM will assist LEA to prepare for Center for Medicaid/Medicare Services and DHCS reviews and audits.

3. LEA OBLIGATIONS

- (A) **Input Data.**
 - (i) LEA shall provide COMPUCLAIM, on a timely basis, all forms, documentation, and data in a manner prescribed by COMPUCLAIM and required for the successful preparation, verification, and submission of claims. Information shall be provided by LEA so that it may be captured by COMPUCLAIM through the COMPUCLAIM services portal.
 - (ii) Accurate, complete, and correct data necessary for COMPUCLAIM to perform its services hereunder shall be the sole responsibility of LEA. COMPUCLAIM shall not be responsible for any delays or failure to prepare a claim because of incomplete, inaccurate, or incorrect data provided by LEA.
 - (iii) LEA shall notify COMPUCLAIM of any error and omission in information sent to COMPUCLAIM so that COMPUCLAIM may process a claim adjustment for submission to Medi-Cal.
- (B) **Training.** Arrange for LEA staff to attend in person or Web based training sessions.
- (C) **Contact Person.** LEA will provide a contact person who shall serve as a coordinator for all LEA activities. The designated person will work directly with COMPUCLAIM staff.



- (D) **Healthcare Provider Logs.** LEA will maintain complete and accurate online healthcare provider logs of all healthcare services provided by LEA and will

maintain the logs on an up-to-date basis to allow COMPUCLAIM to submit a billing to DHCS on a monthly basis.

- (E) **Computer File.** Upon commencement of the Agreement and quarterly thereafter, LEA will provide COMPUCLAIM with a computer file in a format specified by COMPUCLAIM of all student data requested by COMPUCLAIM from LEA's computer systems or from the computer system of the individual schools LEA comprises.

- (F) **Designation and Responsibilities of LEA for Its Authorized Users.** LEA shall designate those employees and other personnel ("Users") who shall be given access to its web portal. LEA shall ensure that its Users are familiar with and will comply with the terms and conditions for use of the web portal as set forth in this Agreement. LEA shall be responsible for any unauthorized use by its employees and other personnel. LEA agrees that unauthorized use of passwords issued by COMPUCLAIM is prohibited. LEA understands that that Users and the LEA may be held liable for any unauthorized use and distribution of passwords.

4. FEE SCHEDULE

- (A) COMPUCLAIM shall submit to LEA invoices for fees based on the Explanation of Benefits, which accompanies each Medi-Cal check received for LEA claims submitted by COMPUCLAIM on behalf of LEA. The fee amount will equal 9% of the gross amount paid by Medi-Cal. LEA will pay invoices within thirty (30) days of LEA's receipt of Medi-Cal funds for the respective claims. COMPUCLAIM will invoice LEA when LBO funds are recovered by LEA.
- (B) In the event LEA must repay Medi-Cal for all or any part of any claim payment, COMPUCLAIM will reimburse LEA for that portion of its fee related to the Medi-Cal repayment. COMPUCLAIM will pay LEA within thirty (30) days of notification by LEA.
- (C) Obligations incurred as a result of this Agreement from services provided by COMPUCLAIM to LEA remain the responsibility of LEA whether or not LBO funds are recovered by LEA due to no fault of the COMPUCLAIM or the LEA.

5. OWNERSHIP OF PROGRAMS, MATERIALS AND RECORDS

All computer hardware supplied by COMPUCLAIM, operating system software, application software, programs, documentation, specifications, tapes, instruction manuals and similar material utilized and/or developed solely by COMPUCLAIM or its contractor(s) in connection with its systems, and all patents, trade secrets, copyrights, trademarks, and other intellectual property rights are, as between COMPUCLAIM, its contractors and LEA, the sole and exclusive property of COMPUCLAIM or its



contractors. LEA agrees to make no unauthorized use of these materials and systems and to preserve these materials and maintain the confidentiality of any and all of these materials in its possession. All student records, medical records, claims, and other

student and medical data developed by LEA or jointly by COMPUCLAIM and LEA shall remain the property of LEA.

6. CONFIDENTIALITY

- (A) The Parties agree that because of the proprietary nature of the software and training materials and the confidential nature of student records and medical information, it is essential that all information, data, and materials, whether transmitted in hard copy or in electronic media form, be maintained in each Party's confidence. Each Party agrees for itself, its employees, agents and independent contractors, that all information and/or data and/or materials received from the other Party shall be held in confidence to the extent required by law and each Party agrees not to reproduce, disclose, or relinquish any data, information, or materials to any Party other than an authorized representative of the other Party except if the information is public information under the California Public Records Act, and except as required by law.
- (B) The Parties agree that because of the unique nature of the data and/or information and/or materials to be transmitted, money damages for breach of the foregoing provision shall be wholly inadequate to fully compensate the aggrieved Party, and therefore, the aggrieved Party shall be entitled to full temporary and/or permanent injunctive relief against any breach or threat of breach of the foregoing provisions.
- (C) COMPUCLAIM is designated as a "school official" for LEA and shall keep student records confidential as required under state and federal law. COMPUCLAIM will maintain and use commercially reasonable administrative, technical, and physical security measures to preserve the confidentiality of electronically maintained data received from LEA.
- (D) COMPUCLAIM is the licensee of certain software and billing tools including, but not limited to, a web portal. COMPUCLAIM shall allow the LEA to use the licensed software and/or billing tools on the condition that the LEA also agrees to be bound by and comply with the licensee's obligations as set forth in Section 9 of the Vendor Agreement. Section 9 of the Vendor Agreement is attached hereto and incorporated herein as Exhibit "A."
- (E) Confidentiality requirements for Vendor with respect to student records are contained in Schedule C of the Vendor Agreement, a copy of which is attached hereto and incorporated herein as Exhibit "B."

7. COMPLIANCE WITH LAWS; HIPAA; FERPA



The Parties shall both comply with any and all applicable laws and regulations governing the conduct of their respective businesses, including, without limitation, (1) confidentiality and rights of review of educational and medical records to the extent applicable, including, but not limited to, the Family Educational Rights and Privacy Act (FERPA), 20 U. S.C. 1232g and 34 C.F.R. Part 99, as amended, and (ii) transaction and code data standards, including, but not limited to, the Health Insurance Portability and Accountability Act (HIPAA), 45 C.F.R, Part 162, as amended.

8. HOLD HARMLESS AND MUTUAL INDEMNIFICATION

COMPUCLAIM and LEA shall each defend, indemnify, and hold the other Party and its officials, officers, employees, consultants, contractors, subcontractors, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, to the extent arising out of or incident to any negligent acts, omissions, or willful misconduct of the indemnifying Party or its officials, officers, employees, consultants, contractors, subcontractors, volunteers, and agents arising out of or in connection with the performance of this Agreement, including without limitation, the payment of consequential damages and attorneys' fees and other related costs and expenses.

9. ERRORS AND OMISSIONS

It is recognized by the *SPS* that errors in processing Medicaid claims may occur, resulting in the disallowance of claims and/or demands that the *SPS* return funds paid to it by Medicaid and/or the California Department of Social Services. The disallowance of claims and/or demands for return of funds paid may be the result of human error, whether by the *SPS* or *CompuClaim*, but may also be the product of existing ambiguities in the laws and regulations regarding the appropriate manner of processing claims and/or eligibility for reimbursement for various types of services. Accordingly, while *CompuClaim* will use its best efforts to process the *SPS's* claims and to remedy any defects, the *SPS* will indemnify, defend, and hold *CompuClaim* harmless for any and all disallowance of claims; and any and all demands, claims, suits, actions or judgments for return of Medicaid and/or Department of Social Services funds arising out of *CompuClaim's* good faith performance of its duties under this contract. It is further agreed by and between the parties that in the event that the *SPS* is required to return Medicaid and/or Department of Social Services funds due to inaccurate information provided by the district to CompuClaim, any portion of those amounts that were paid to *CompuClaim* as compensation for *CompuClaim's* provision of services under this contract will be non-refundable.

In the event the *SPS* is required to return funds to Medicaid and/or the Department of Social Services due to an error directly attributable to *CompuClaim*, the *SPS* agrees that its remedy shall be limited to a return of fees paid to *CompuClaim* for the claim that contained such error. During the course of this contract CompuClaim will maintain an active Errors and Omissions Policy.



10. INTELLECTUAL PROPERTY

If, in the performance of this contract, the *SPS* its employees, agents and servants are given access to information that *CompuClaim* considers confidential, the rights and

obligations of the parties with respect to such information shall be governed by the terms and conditions set forth below.

- A. For the purposes of this contract, "Confidential Information" is information of any kind, disclosed by *CompuClaim* to the *SPS*, its employees, agents, and servants and is identified by appropriate marking as confidential at the time of disclosure. In the event that Confidential Information must be disclosed visually or orally, these obligations shall apply only to that information which is confirmed as being confidential in writing by *CompuClaim* within ten (10) working days of the disclosure.
- B. It is agreed by *CompuClaim* and the *SPS* that the obligations of confidentiality shall not attach to information which:
1. is publicly available prior to the date of the Agreement or becomes publicly available thereafter through no wrongful act of the *SPS*;
 2. was known to the *SPS* prior to the date of the Agreement or becomes known to the *SPS* thereafter from a third party having an apparent bona fide right to disclose the information;
 3. is disclosed by the *SPS* in accordance with the terms of *CompuClaim's* prior written approval;
 4. is disclosed by *CompuClaim* without restriction on further disclosure;
 5. is independently developed by *SPS*;
 6. The *SPS* is obligated to produce pursuant to an order of a court of competent jurisdiction or a valid administrative or congressional subpoena, or state or federal law, provided that the *SPS* promptly notifies *CompuClaim*.
- C. The *SPS* shall use *CompuClaim's* Confidential Information solely for the purpose of performing its obligations under this contract. The *SPS* agrees to make Confidential Information available only to the *SPS* employees, agents, or servants who require access to it in the performance of this contract, and to inform them of the confidential nature of such information. The *SPS* shall exert reasonable efforts to maintain such information in confidence. The *SPS* shall immediately, upon discovery of any disclosure not authorized hereunder, notify *CompuClaim* and take reasonable at *SPS* to prevent any further disclosure or unauthorized use. These obligations shall survive the termination of this contract. At the termination of this contract, the *SPS* agrees to promptly return any and all materials marked as confidential in accordance with subsection A above.

11. LIMITATION OF LIABILITY ARISING FROM DEFAULT IN SERVICES



COMPUCLAIM shall not be liable or deemed to be in default for any delays or failure in performance or non-performance or interruption of service under this Agreement resulting from any cause beyond the reasonable control of COMPUCLAIM.

COMPUCLAIM's liability, under this Agreement, is limited to the amount paid by LEA for the services under this Agreement. COMPUCLAIM shall not be liable for any

indirect, consequential, or incidental damages arising out of this Agreement.

12. WARRANTY LIMITATION

COMPUCLAIM makes no representation or warranties expressed or implied, including, but not limited to, the warranties of merchantability and fitness for a particular purpose, arising by operation of law or otherwise, except as expressly stated herein.

13. WORKERS' COMPENSATION

For the purpose of workers' compensation coverage, the Stanislaus County Superintendent of Schools, who hires the staff for the COMPUCLAIM and functions as the administrative unit of the COMPUCLAIM, shall be the employer for COMPUCLAIM staff and shall bear the responsibility of providing workers' compensation insurance or coverage for its employees providing COMPUCLAIM services covered by this Agreement.

14. GENERAL

- (A) **EFFECT OF RECITALS.** The Recitals above are deemed true and correct are hereby incorporated into this paragraph as though fully set forth herein, and LEA and COMPUCLAIM acknowledge and agree that they are bound by the same.
- (B) **ENTIRE AGREEMENT.** This Agreement constitutes the entire Agreement between the Parties pertaining to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings of the Parties for the provision of LBO services by COMPUCLAIM.
- (C) **SUCCESSORS.** This Agreement shall be binding upon and inure to the benefit of the successors, assigns, and legal representatives of the respective Parties hereto. Each Party agrees that there are no third-party beneficiaries to this Agreement except to the extent provided herein. Neither Party may assign this Agreement in whole or in part, without the prior written consent of the non-assigning Party.
- (D) **ATTORNEYS' FEES.** In the event that COMPUCLAIM or LEA commences a legal proceeding, each Party shall pay its own legal fees.
- (E) **SEVERABILITY.** In the event that any term or provision of this Agreement is held to be illegal, invalid, or unenforceable under the laws, regulations or ordinances of the federal, state or local government, such term or provision shall be deemed severed from this Agreement and the remaining terms and provisions shall remain unaffected thereby.



- (F) **NOTICES.** Any notice sent pursuant to this Agreement shall be sent by certified mail to the Parties at their respective addresses.
- (G) **APPLICABLE LAW.** This Agreement shall be governed by and construed in accordance with the laws of California, as applicable.
- (H) **ANTI-FRAUD AND ABUSE.** Notwithstanding anything to the contrary herein, this Agreement shall be subject to all applicable federal, state, and local laws, and regulations and directives concerning Medicare/Medicaid and Medi-Cal LEA billing and other medical reimbursement, fraud, and abuse limitations. To the extent anything contained herein violates any of the above laws, statutes, regulations, or interpretations, then the provision in question or this entire Agreement, if necessary, shall be automatically void and of no effect whatsoever.
- (I) **SURVIVAL OF NONDISCLOSURE OBLIGATION.** The obligation of non-disclosure and confidentiality in this Agreement shall survive the termination of the Agreement and shall be in full force and effect notwithstanding such expiration or termination.
- (J) **DESCRIPTIVE HEADINGS.** The descriptive headings in this Agreement are for convenience and reference only and in no way affect or alter the intent or effect of this Agreement.
- (K) **AMENDMENTS.** This Agreement may only be modified amended by a written document executed by both LEA's governing board and the COMPUCLAIM.

15. LEA GOVERNING BOARD AUTHORIZATION

LEA affirms that this Agreement has been approved by the Governing Board of the LEA at its meeting of October 15, 2014 and that the individual signing on behalf of the LEA below is authorized by the Governing Board to execute this Agreement.

IN WITNESS WHEREOF, the Parties hereto have set their hands and seals the day and year below written.

LEA:	ROCKLIN UNIFIED SCHOOL DISTRICT	COMPUCLAIM
By:	<u><i>Barbara Patterson</i></u>	By: _____
Name:	<u>Barbara Patterson</u>	Name: <u>Peter Carson</u>
Title:	<u>Deputy Supt, Bus & Operations</u>	Title: <u>President</u>
Date:	<u>8/7/14</u>	Date: _____

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.12.1
CONSENT
October 15, 2014

BOARD AGENDA BRIEFING

SUBJECT: Valley View Alliance Redwoods Conference Center Overnight Field Trip

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 6th grade classes at Valley View Elementary School would like to participate in a science camp at the Alliance Redwoods Conference Center. Valley View students and chaperones will travel to Alliance Redwoods on Tuesday, December 2, 2014 and return on December 5, 2014. While at the Alliance Redwoods Conference Center students will work to enhance their critical thinking skills and socialization skills, while gaining access to California science standards through hands-on experiences.

Status:

Staff is requesting approval for Valley View's 6th grade field trip to Valley View Alliance Redwoods Conference Center for approximately 71 students and 15 adults. The trip is scheduled for December 2, 2014 through December 5, 2014.

Presenter:

Shari Anderson, Principal

Financial Impact:

Current year: \$240.00 per student
Future Year: \$0
Funding Source: Parents, PTC scholarships

Material/Films:

None

Other People Who Might Present:

Doug Ennis, Katrina Wong, Shannon Gomes and Julie Morse, Valley View 6th grade teachers

Allotment of Time:

Check one of the following: Consent Calendar [] Action Item [] Information Item

Packet Information Item:

None

Recommendation:

Staff is requesting Board approval of the overnight field trip described above.

Submitted by: Laura [Signature]

Date: 9.16.14

Approved by Site Administrator: [Signature]

Date: 9/16/14

Approved by D.O. Administrator: [Signature]

Date: 9/17/14

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.12.2
CONSENT
October 15, 2014

BOARD AGENDA BRIEFING

SUBJECT: Breen Sly Park Environmental Education Center Overnight Field Trip

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 6th grade classes at Breen Elementary School would like to participate in a science camp at Sly Park Environmental Education Center. Breen students will travel to Sly Park on Monday, December 1, 2014 and return on December 5, 2014. During this annual event at Sly Park, students will participate in hikes, crafts and science experiments, while gaining access to California science standards through hands-on experiences.

Status:

Staff is requesting approval for Breen's 6th grade field trip to Sly Park for approximately 95 students and 6 to 12 adults. The trip is scheduled for Monday, December 1, 2014 – December 5, 2014.

Presenter:

Chuck Thibideau, Principal

Financial Impact:

Current year: \$250.00 per student
Future Year: \$0
Funding Source: Parents and PTC Scholarships

Material/Films:

None

Other People Who Might Present:

Cheryl McElroy, Stacy Baker and Linda Wampler; Breen 6th grade teachers

Allotment of Time:

Check one of the following: Consent Calendar [] Action Item [] Information Item

Packet Information Item:

None

Recommendation:

Staff is requesting Board approval of the overnight field trip described above.

Submitted by: Linda Wampler Date: 9/16/14

Approved by Site Administrator: [Signature] Date: 9/16/14

Approved by D.O. Administrator: [Signature] Date: 9/17/14

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.12.3
CONSENT
October 15, 2014

BOARD AGENDA BRIEFING

SUBJECT: Ruhkala Coloma Overnight Field Trip
DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 4th grade classes at Ruhkala Elementary School would like to participate in an overnight field trip to Coloma. Ruhkala students and chaperones will travel to Coloma on Wednesday, October 22, 2014 and return on October 24, 2014. During their stay at the historic gold mining town of Coloma, students will participate in square dancing, hikes and hands-on experiences associated with our California settlers.

Status:

Staff is requesting approval for Ruhkala's 4th grade field trip to Coloma for approximately 62 students and 8 adults. The trip is scheduled for October 22, 2014 through October 24, 2014.

Presenter:

Melody Thorson, Principal

Financial Impact:

Current year: \$220.00 per student
Future Year: \$0
Funding Source: Parents, PTC scholarships

Material/Films:

None

Other People Who Might Present:

Richard Garza and Lisa Gack, Ruhkala 4th grade teachers

Allotment of Time:

Check one of the following: Consent Calendar [] Action Item [] Information Item

Packet Information Item:

None

Recommendation:

Staff is requesting Board approval of the overnight field trip described above.

Submitted by: Melody Thorson Date: 9-18-14
Approved by Site Administrator: Melody Thorson Date: 9-18-14
Approved by D.O. Administrator: [Signature] Date: 9/22/14

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Sierra Elementary – Monterey Bay Aquarium Third Grade Overnight Field Trip
DEPARTMENT: Office of the Deputy of Superintendent, Educational Services

Background:

The Third Grade classes at Sierra Elementary would like to participate in an overnight field trip to the Monterey Bay Aquarium. Students and parents will travel to the Aquarium Thursday, April 9, 2015 and return on Friday, April 10, 2015. While at the Monterey Bay Aquarium, the students will learn about the ocean mammals and conservation. The students will have the opportunity to apply learned science core curriculum and practicum while exploring sea otter health, endangered ocean animals, coral reef decomposition, Project WILD lessons, and other Marine Mammal Center activities.

Status:

Staff is requesting approval for Sierra's 3rd grade field trip to the Monterey Bay Aquarium for approximately 76 students, 3 teachers, and a number of parents/chaperones, who will be accompanying their children. The trip is scheduled for Thursday, April 9, 2015 to Friday, April 10, 2015.

Presenter:

Hannah Anderson, Principal

Financial Impact:

Current year: \$75 donation

Future Year: \$0

Funding Source: fundraising, parents/students donations, PTC scholarships

Material/Films:

None

Other People Who Might Present:

Diane Sorenson, Rose Marie Caballero, Heather Winter

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information Item:

None

Recommendation:

Staff is requesting Board approval of the overnight field trip described above.

Submitted by: Genicia Navane Date: 9/15/2014

Approved by Site Administrator: Hannah Anderson Date: 9/15/14

Approved by D.O. Administrator: [Signature] Date: 10/1/14

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.12.5
CONSENT
October 15, 2014

BOARD AGENDA BRIEFING

SUBJECT: Sunset Ranch Overnight Field Trip
DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 5th grade classes at Sunset Ranch Elementary School would like to participate in an overnight field trip to "Age of Sail", in the San Francisco Bay area. Sunset Ranch students and chaperones will travel to Age of Sail during the months of November and December (details below). While at Age of Sail, students will participate in many hands-on activities that support their social studies curriculum, character development, self-reliance and self-confidence.

Status:

Staff is requesting approval for Sunset Ranch's 5th grade field trip to Age of Sail for approximately 30 students and 7 adults on each of the following dates: November 4, 2014 through November 5, 2014; November 12, 2014 through November 13, 2014; December 1, 2014 through December 2, 2014

Presenter:

James Trimble, Principal

Financial Impact:

Current year: \$120.00 per student
Future Year: \$0
Funding Source: Parents, PTC scholarships

Material/Films:

None

Other People Who Might Present:

Craig Haviland, Ann Feliz and Alicia Perkins, 5th grade teachers

Allotment of Time:

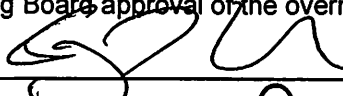
Check one of the following: Consent Calendar [] Action Item [] Information Item

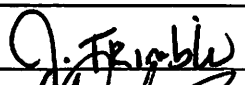
Packet Information Item:

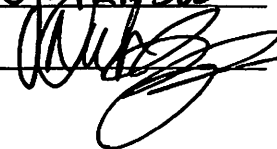
None

Recommendation:

Staff is requesting Board approval of the overnight field trip described above.

Submitted by:  Date: 10/2/14

Approved by Site Administrator:  Date: 10/2/14

Approved by D.O. Administrator:  Date: 10/3/14

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

Item 8.13
CONSENT
October 15, 2014

October 9, 2014

Renaissance Learning
P. O. Box 8036
Wisconsin Rapids, WI 54495-8036

Dear Renaissance Learning:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$500 to the staff barbeque. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads "Todd Lowell" followed by a stylized monogram or flourish.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site:	District office
Received From:	Renaissance Learning
Date:	9/15/14
Address:	P.O. Box 8036
City/Zip Code:	Wisconsin Rapids, WI 54495-8036
Telephone:	
Item(s):	\$ 500 Donation to Staff BBQ
Estimated Value:	
Comments:	

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Measured Progress
100 Education Way
Dover, NH 03820

Dear Measured Progress:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$500 to the staff welcome back barbeque. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads "Todd Lowell" followed by a circular monogram containing the initials "TL".

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

DONATION FORM

Site: (Select from drop down)	RUSD District Office
Donation Received From:	Measured Progress
Donor Address:	100 Education Way, Dover, NH 03820
Donor Telephone:	603-749-9102
Date:	8/12/14
Donation Amount:	\$500.00
Purpose of Donation:	August 14, 2014 Staff Welcome Back BBQ
Unrestricted or Restricted: (Select from drop down) Note: If the donor has placed any kind of restriction on how the donation should be spent, please choose <i>restricted</i> . (Unrestricted = RE0002 and Restricted = RE9xxx).	
Budget Account:	
Comments:	
Prepared By:	

Return this form to Diane Noonan so that the donation can be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

St. Peter and Paul Church
4450 Granite Drive
Rocklin, CA 95677

Dear St. Peter & Paul Church:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your generous donation of cash, gift cards to WalMart and Target and the miscellaneous school supplies you gave the District to distribute to our students. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a stylized monogram.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site: District Office

Received From: St Peter and Paul Church, Rocklin

Date: 8/20/2014

Address: 4450 Granite Dr

City/Zip Code: Rocklin, CA 95677

Telephone:

Item(s): \$20.00 cash

1 each 25.00 gift card to Wal-Mart

2 each 35.00 gift cards to Target

1 each 20.00 gift card to Target

Donations of miscellaneous school supplies valued at \$625.00

Estimated Value: \$760.00

Comments: Parishioners, Claire Stroope and Rachel Schram, coordinated donations for school supplies for our schools.

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Gap, Inc.
3830 Atherton Road, Suite 100
Rocklin, CA 95765

Dear Gap, Inc.

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of miscellaneous school supplies collected by your employees for our students. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a stylized monogram 'TL'.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site: District Office

Received From: Gap, Inc. employees

Date: 8/26/2014

Address: 3830 Atherton Road suite 100

City/Zip Code: Rocklin, CA 95765

Telephone:

Item(s):

Donations of miscellaneous school supplies valued at \$350.00

Estimated Value: \$350.00

Comments: Karen Nunez coordinated efforts of employees to collect school supplies for our schools.

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

PG&E Corporation Foundation
P O Box 7586
Princeton, NJ 08543-7586

Dear PG&E:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$120 on behalf of Kristopher Wuelfing & an anonymous donor to Breen Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads "Todd Lowell" followed by a stylized circular flourish.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site:	BR
Received From:	① PG&E Corp. Foundation / ② Breen PTC.
Date:	8/19/14
Address:	① PG&E Corp. Foundation 2508 Highlander Way, Suite 210 ② Breen Elem - 2757 Breen Dr.
City/Zip Code:	① Carrollton, TX 75006 ② Rocklin, CA 95765
Telephone:	① N/A ② 632-1155
Item(s):	① 2 Matching gifts, \$60 per - total \$120 ② PTC Technology donation \$3710.25 (Chromebooks)
Estimated Value:	① \$120 ② 3710.25
Comments:	

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Breen PTC
2751 Breen Drive
Rocklin, CA 95765

Dear Breen PTC:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$3,710.25 to purchase Chromebooks at Breen Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' with a stylized flourish at the end.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site:	BR
Received From:	PG&E Corp. Foundation / Breen PTC.
Date:	8/19/14
Address:	① PG&E Corp. Foundation 2508 Highlander Way, Suite 210 ② Breen Elem - 2757 Breen Dr.
City/Zip Code:	① Carrollton, TX 75006 ② Rocklin, CA 95765
Telephone:	① N/A ② 632-1155
Item(s):	① 2 Matching gifts, \$60 per - total \$120 ② PTC Technology donation \$3710.25 (Chromebooks)
Estimated Value:	① \$120 ② 3710.25
Comments:	

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Mr. Miguel Ruiz
803 Baronial Lane
Rocklin, CA 95765

Dear Mr. Ruiz:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of fourteen iPad minis, fourteen cases and two iTunes to Parker Whitney Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a circular monogram containing the initials 'TL'.

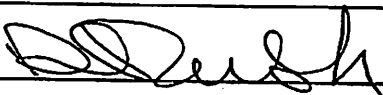
Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

DONATION FORM

Site: (Select from drop down)	Parker Whitney
Donation Received From:	Mr. Miguel Ruiz
Donor Address:	803 Baronial Lane ^{Rocklin} 95765
Donor Telephone:	916-253-7951
Date:	August 19, 2014
Donation Amount:	each pad \$299 = 27.00 cases, \$50.00
Purpose of Donation:	Total Cost: \$4,361.96 14 Ipad mini, 14 cases, 2 iTunes
Unrestricted or Restricted: (Select from drop down) Note: If the donor has placed any kind of restriction on how the donation should be spent, please choose <i>restricted</i> . (Unrestricted = RE0002 and Restricted = RE9xxx).	To assist in the educational needs of the Intermediate STP SDC Class at P.W.
Budget Account:	
Comments:	
Prepared By:	

Return this form to Diane Noonan so that the donation can be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

The Pluta Family
5137 Camden Road
Rocklin, CA 95765

Dear Pluta Family:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of a violin to Rocklin Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in cursive script that reads "Todd Lowell" followed by a circled monogram "TL".

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

ROCKLIN ELEMENTARY SCHOOL

5025 Meyers Street
Rocklin, CA 95677
(916) 624-3311



Amanda M. Makis, Principal

ROCKLIN UNIFIED SCHOOL DISTRICT	
Site:	Rocklin Elementary School
Received From:	The Pluta Family
Date:	9/4/14
Address:	5137 Camden Rd
City/Zip Code:	Rocklin, CA
Telephone:	(916) 316-0217
Item(s):	Violin
Estimated Value:	TBD
Comments:	Thank you for your generous gift. We greatly appreciate your thoughtful donation!
Tax Identification:	94-902101

MISSION STATEMENT

At Rocklin Elementary School, parents and staff work as a team to create a safe and orderly learning environment for all students. We enable our children to acquire life-long skills that will help them to interact positively with others, build confidence and self esteem, act responsibly, and achieve their highest academic potential.

- The Rocklin Elementary School Staff -

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Noodles & Company
5198 Commons Drive
Rocklin, CA 95677

Dear Noodles & Company:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$2,388 of proceeds from food purchases to Rocklin Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in cursive script that reads "Todd Lowell" followed by a small circular mark containing the letters "TL".

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

ROCKLIN ELEMENTARY SCHOOL

5025 Meyers Street
Rocklin, CA 95677
(916) 624-3311



Amanda M. Makis, Principal

ROCKLIN UNIFIED SCHOOL DISTRICT	
Site:	Rocklin Elementary School
Received From:	Noodles and Company
Date:	7/27/14
Address:	5198 Commons Drive
City/Zip Code:	Rocklin, CA 95677
Telephone:	(916) 652-5140
Item(s):	100% of the proceeds for food purchased at Noodles and Company on 7/27/14
Estimated Value:	\$2,388.00
Comments:	Thank you for your generous gift. We greatly appreciate your thoughtful donation!
Tax Identification:	94-902101

MISSION STATEMENT

At Rocklin Elementary School, parents and staff work as a team to create a safe and orderly learning environment for all students. We enable our children to acquire life-long skills that will help them to interact positively with others, build confidence and self esteem, act responsibly, and achieve their highest academic potential.

- The Rocklin Elementary School Staff -

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Rock Creek PTC
2140 Collet Quarry Drive
Rocklin, CA 95765

Dear Rock Creek PTC:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$3,000 to use for Leader in Me for 2014-15 at Rock Creek Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads "Todd Lowell" followed by a stylized monogram "TL".

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: Rock Creek

Date: August 19, 2014

Received From: Rock Creek PTC

Address: 2140 Collet Quarry Dr.

City/Zip Code: Rocklin, CA 95765

Telephone:

Item(s): \$3,000.00 check from PTC to help pay for Leader in Me for school year 2014/15.

Please deposit into Account #:
01.0002.0.4300.00.1136.1000.145.80.000.00

Estimated Value: ~~\$6,356.71~~

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments: Please send a tax receipt

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

8/19/2014

\\gd09\staff\home\dhenkelmann\Docs\Donations\PTC - donation for Leader in Me.docAdmin/Forms

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Mr. and Mrs. Barnes
1101 Newport Way
Roseville, CA 95661

Dear Mr. and Mrs. Barnes:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$1,000 to the Sly Park Scholarship Fund at Rocklin Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in cursive that reads 'Todd Lowell' followed by the initials 'dn' enclosed in a small circle.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

ROCKLIN ELEMENTARY SCHOOL

5025 Meyers Street
Rocklin, CA 95677
(916) 624-3311



Amanda M. Makis, Principal

ROCKLIN UNIFIED SCHOOL DISTRICT	
Site:	Rocklin Elementary School
Received From:	Mr. and Mrs. Barnes
Date:	August 29, 2014
Address:	1101 Newport Way
City/Zip Code:	Roseville, CA 95661
Item(s):	Donation to Sly Park Scholarship Fund
Estimated Value:	\$1000.00
Comments:	Thank you for your generous gift. We greatly appreciate your thoughtful donation!
Tax Identification number:	94-6002101

MISSION STATEMENT

At Rocklin Elementary School, parents and staff work as a team to create a safe and orderly learning environment for all students. We enable our children to acquire life-long skills that will help them to interact positively with others, build confidence and self esteem, act responsibly, and achieve their highest academic potential.

- The Rocklin Elementary School Staff -

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

GAP, Inc.
P. O. Box 7396
Princeton, NJ 08543-7396

Dear GAP, Inc.

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$300.00 through the GAP Foundation Money for Time Program to Ruhkala Elementary. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads "Todd Lowell" followed by a stylized monogram "dn".

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site: Ruhkala Elementary

Received From: Gap, Inc.

Date: 09/03/2014

Address:

City/Zip Code:

Telephone:

Item(s): Check for \$300.00 on behalf of employee's matching program.

GAP, INC. DOES NOT WANT ANY RECOGNITION FOR THIS MATCHING AMOUNT.

Estimated Value: \$300.00

Comments: Please deposit to account string:
01.0002.0.4300.00.1136.1000.150.96.000.00
Donations.

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Wells Fargo Bank
P O Box 2157
Princeton, NJ 08543

Dear Wells Fargo:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$230.76 through the Matching Gifts Program to Ruhkala Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a circled monogram 'TL'.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site: Ruhkala Elementary

Received From: Wells Fargo Foundation Educational Matching
Gift Program

Date: 09/03/2014

Address: P.O. Box 2157

City/Zip Code: Princeton, NJ 08543-2157

Telephone: 1-888-518-4438

Item(s): Check for \$115.38 from matching funds program.

" " 115.38

\$ 230.76

Estimated Value: $\$115.38 + 115.38 = 230.76$

Comments: Please deposit to account string:
01.0002.0.4300.00.1136.1000.150.96.000.00
Donations.

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Target Take Charge of Education
P. O. Box 59214
Minneapolis, MN 55459

Dear Target:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$798.17 to Sierra Elementary School and \$901.53 to Ruhkala Elementary School. The Board of Trustees will officially accept your donations at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads "Todd Lowell" followed by a stylized monogram "TL".

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: Ruhkala Elementary

Date: 09/10/2014

Received From: Target Take Charge of Education

Address: PO Box 59214

City/Zip Code: Minneapolis, MN 55459

Telephone:

RECEIVED

SEP 10 2014

Business Services

Item(s):

Check #2617472 in the amount of \$901.53

Estimated Value: \$901.53

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Please deposit to account string

01.0002.0.4300.00.1136.1000.150.96.000.00

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

9/10/2014

\\gd09\staff\home\jgregory\Docs\Bank Information\DONATION ACKNOWLEDGEMENT FORM.docxAdmin/Forms

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Target Take Charge of Education
P. O. Box 59214
Minneapolis, MN 55459

Dear Target:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$798.17 to Sierra Elementary School and \$901.53 to Ruhkala Elementary School. The Board of Trustees will officially accept your donations at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads "Todd Lowell" followed by a stylized monogram "TL".

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

DONATION FORM

Site: (Select from drop down)	Sierra Elem
Donation Received From:	Target
Donor Address:	5CF PO BOX 59214 Minneapolis, MN 55459-0214
Donor Telephone:	
Date:	8/25/2014
Donation Amount:	\$798.17
Purpose of Donation:	"Take Charge of Education"
Unrestricted or Restricted: (Select from drop down) Note: If the donor has placed any kind of restriction on how the donation should be spent, please choose <i>restricted</i> . (Unrestricted = RE0002 and Restricted =RE9xxx).	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p style="margin: 0;">RECEIVED</p> <p style="margin: 0;">SEP 10 2014</p> <p style="margin: 0;">Business Services</p> </div> <p style="text-align: center; margin-top: 10px;">Unrestricted + RE000s</p>
Budget Account:	
Comments:	
Prepared By:	Georgia Navarre

Return this form to Diane Noonan so that the donation can be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Intel Volunteer Grant Program
P O Box 7067
Princeton, NJ 08543-7067

Dear Intel:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$9,175 through the Intel Matching Grant Program to Twin Oaks Elementary School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a stylized monogram.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Site: Twin Oaks Elementary

Received From: Intel Involved Matching Grant Program

Date: 8/20/14

Address: P.O. Box 7067

City/Zip Code: Princeton, New Jersey 08543-7067

Telephone:

Item(s): Check for \$9,175.00. PC Pals is an email mentoring program that matches Intel volunteers with 4th to 12th grade students for an academic year. Pals exchange emails twice a week, with the teacher determining what types of topics to cover and using the program to augment what they are doing in the classroom.

PC Pals stress the importance of school for future success and support what teachers do in the classroom through encouraging students to commit to working toward a successful school year. The program offers an opportunity for students to:

- Develop their writing and communication skills
- Receive mentoring and feedback from a local business person
- Receive encouragement and support for their schoolwork

Estimated Value: \$9,175.00

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Check is with Linda

Mjt

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Mr. Scott Becker
6653 Alder Park Circle
Rocklin, CA 95678-3440

Dear Mr. Becker:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$420 for the SAT Prep Class at Rocklin High School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a stylized monogram 'TL'.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: Rocklin High School

Date: August 15, 2014

Received From: Scott Becker

Address: 6653 Alder Park Circle

City/Zip Code: Roseville, CA 95678

RECEIVED

Telephone:

AUG 22 2014

ACCOUNTS PAYABLE

Item(s): check for \$420 – donation from SAT Prep Class registrations.

Estimated Value: \$420

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

8/22/2014

\\gd08\StaffHome\bhopper\Docs\2013-2014\DONATION ACKNOWLEDGEMENT FORM.docxAdmin/Forms

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677
Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Target Take Charge of Education
P. O. Box 59214
Minneapolis, MN 55459

Dear Target:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$1,080.60 to Rocklin High School and \$1,216.65 to Whitney High School. The Board of Trustees will officially accept your donations at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a circled 'dn'.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: Whitney High School

Date: 9/3/14

Received From: Target

Address: Mail Stop 5CF, P.O. Box 59214

City/Zip Code: Minneapolis, MN 55459-0214

Telephone:

Item(s): Check for \$1,216.65



Estimated Value: \$1,216.65

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Target Take Charge of Education
P. O. Box 59214
Minneapolis, MN 55459

Dear Target:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for your donation of \$1,080.60 to Rocklin High School and \$1,216.65 to Whitney High School. The Board of Trustees will officially accept your donations at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a small circular mark containing the initials 'dlw'.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: Whitney High School

Date: 9/3/14

Received From: Target

Address: Mail Stop 5CF, P.O. Box 59214

City/Zip Code: Minneapolis, MN 55459-0214

Telephone:

Item(s): Check for \$1,216.65



Estimated Value: \$1,216.65

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

9/3/2014

\\gd08\StaffHome\vfawcett\Docs\Donation letters\target 9314.docAdmin\Forms

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

The Stauffer Family/Capital Bandwidth
3788 Mountain View Drive
Rocklin, CA 95677

Dear Stauffer Family:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$100 to Whitney High School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,



Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: WHS

Date: 9/12/14

Received From: The Stauffer Family – Capital Bandwidth LLC

Address: 3788 Mountain View Drive

City/Zip Code: Rocklin, CA 95677

Telephone: 251-7363

Item(s): Check for \$100.00

Estimated Value: \$100.00

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Shane & Sarah Leverenz
2038 Camp Whitney Circle
Rocklin, CA 95765

Dear Shane & Sarah:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$100 to Whitney High School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a stylized monogram or flourish.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: WHS

Date: 9/12/14

Received From: Shane and Sarah Leverenz

Address: 2038 Camp Whitney Circle

City/Zip Code: Rocklin, CA 95765

Telephone: 409-0745

Item(s): Check for \$100.00

Estimated Value: \$100.00

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Michele Colombo
5807 Thoroughbred Court
Rocklin, CA 95677

Dear Michele:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$100 to Whitney High School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,



Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: WHS

Date: 9/12/14

Received From: Michele Colombo

Address: 5807 Thoroughbred Court

City/Zip Code: Rocklin, CA 95677

Telephone:

Item(s): Check for \$100.00

Estimated Value: \$100.00

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677
Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Atlee & Kelly Horner
2593 Clubhouse Drive West
Rocklin, CA 95765

Dear Atlee & Kelly:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of \$100 to Whitney High School. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a stylized circular flourish.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

Name of School/Department: WHS

Date: 9/12/14

Received From: Atlee & Kelly Horner

Address: 2593 Clubhouse Drive West

City/Zip Code: Rocklin, CA 95765

Telephone: 663-5698

Item(s): Check for \$100.00

Estimated Value: \$100.00

For inventory purposes, please attach description/receipt of items and total market value if applicable.

Comments:

Return this form to Diane Noonan and the donation will be placed on the Board agenda.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone (916) 624-2428 • FAX (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

October 9, 2014

Bayside Church
8191 Sierra College Blvd.
Roseville, CA 95677

Dear Bayside Church:

As President of the Rocklin Unified School District Board of Trustees, I would like to thank you for the donation of labor and materials for projects your volunteers worked on at Breen, Spring View Middle School, Rocklin High, Whitney High and Victory High Schools. The Board of Trustees will officially accept your donation at their regular meeting to be held on October 15, 2014.

Once again, **THANK YOU** for supporting the students of Rocklin School District.

Sincerely,

A handwritten signature in black ink that reads 'Todd Lowell' followed by a stylized monogram or initials.

Todd Lowell
Board President
ROCKLIN UNIFIED SCHOOL DISTRICT

TL:dn

cc: Board Members

ROCKLIN UNIFIED SCHOOL DISTRICT

DONATION FORM

Site: (Select from drop down)	Breen, Spring View MS, Victory HS, Whitney HS, and RHS
Donation Received From:	Bayside Church, North Campus
Donor Address:	8191 Sierra College Blvd., Roseville, CA 95661
Donor Telephone:	916-791-1244 Jason Krough, Pastor of Ministry Development
Date:	Summer 2014
Donation Amount:	Approximately \$5,000 in labor and materials
Purpose of Donation:	Bayside Church supplied hundreds of volunteers to spread mulch over several campuses. At Breen they planted plants and cleaned up the garden area. At Whitney HS they also added concrete behind Administration and painted the exterior of the Grounds Building. They also furnished plants and planted them at 3 areas near classrooms.
Unrestricted or Restricted: (Select from drop down) Note: If the donor has placed any kind of restriction on how the donation should be spent, please choose <i>restricted</i> . (Unrestricted = RE0002 and Restricted =RE9xxx).	
Budget Account:	
Comments:	The group was fabulous and the largest donation I have received.
Prepared By:	Sue Wesselius

Return this form to Diane Noonan so that the donation can be placed on the Board agenda.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Hold Public Hearing and Approve Resolution 14-15-06 Resolution Affirming Sufficient Textbooks and Instructional Materials for 2014-2015

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Pursuant to California *Education Code* Section 60119, the governing board of each district is required to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has sufficient textbooks or instructional materials in specified subjects that are aligned to the academic content standards and consistent with the content and cycles of the curriculum frameworks adopted by the state board. This must take place no later than the end of the eighth week from the start of school.

Status:

In order to comply with *Education Code* Section 60119, Rocklin Unified School District will hold a public hearing on October 15, 2014 to affirm sufficiency of textbooks and instructional materials. Notice of the public hearing was provided on Tuesday, September 30, 2014 at the following locations: Rocklin Unified School District Office, Breen Elementary School, Spring View Middle School and Rocklin High School.

Presenter:

Deborah Sigman

Financial Impact:

Current year: N/A

Future years:

Funding Source:

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time: Five minutes

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

Resolution 14-15-06

Notice of Public Hearing

Recommendation:

It is recommended that the Board approve Resolution 14-15-06 Affirming Sufficient Textbooks and Instructional Materials for the 2014-2015 school year.

RESOLUTION 14-15-06
BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT

In the Matter of: A RESOLUTION AFFIRMING
SUFFICIENT TEXTBOOKS AND INSTRUCTIONAL MATERIALS

Resolution No 14-15-06

The following RESOLUTION was duly adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 15th day of October 2014, by the following vote on roll call:

AYES:

NOES:

ABSENT:

Signed and approved by me after its passage.

President, Board of Trustees

ATTEST:

Clerk, Board of Trustees

WHEREAS, the Governing Board of the Rocklin Unified School District, in order to comply with the requirements of *Education Code* 60119, held a public hearing on October 15th, no earlier than seven o'clock pm, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Rocklin Unified School District, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each student has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

Mathematics

Science

History-Social Science

English/Language Arts

WHEREAS, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes, and;

WHEREAS, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

THEREFORE, it is resolved that for the 2014-2015 school year, the Rocklin Unified School District, has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

Phone • (916) 624-2428 Fax • (916) 624-7246



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

REVISED NOTICE OF PUBLIC HEARING

REVISED Date/Time:

Wednesday

October 15, 2014, no earlier than 7:00 p.m.

Location:

Rocklin Unified School District
2615 Sierra Meadows Drive, Rocklin, CA 95677
Boardroom

Purpose:

The Rocklin Unified School District Board of Trustees will receive public comment regarding the sufficiency of textbooks and instructional materials per California *Education Code* Section 60119.

Date of Posting

September 30, 2014

Place Posted

Rocklin Unified School District Office
2615 Sierra Meadows Drive; Rocklin, CA 95677

Breen Elementary School
2751 Breen Drive; Rocklin, CA 95765

Spring View Middle School
5040 Fifth Street; Rocklin, CA 95677

Rocklin High School
5301 Victory Lane; Rocklin, CA 95765

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 9.2
ACTION
October 15, 2014

BOARD AGENDA BRIEFING

SUBJECT: Administering Medication and Monitoring Health Conditions

DEPARTMENT: Educational Services Department - Special Education, Health Services

Background:

Policy is being updated to reflect California Supreme Court decision which held that state law permits trained, nonmedical school personnel to administer insulin to students in school in accordance with a written health care provider statement and parental consent. Policy and Administrative Regulation also are updated to reflect California Title 5 regulations related to the administration of emergency anti-seizure medication, including requirement for school employees who volunteer to administer medication to be supervised by a licensed health care professional.

Status:

RUSD Board Policy 5141.21 Students Administering Medication and Monitoring Health Conditions was last updated in October 2010. It has been revised to include new language from the CSBA BP 5141.21.

RUSD Administrative Regulation 5141.21 Students Administering Medication and Monitoring Health Conditions was last updated in May 2011. It has been revised to include new language from the CSBA AR 5141.21.

Presenter: Janna Cambra

Financial Impact:

Current year: N/A
Future years: N/A
Funding source: N/A

Materials/Films: None

Other People Who Might Be Present:

Melissa Locketz

Allotment of Time:

Check one of the following: [] Consent Calendar [X] Action Item [] Information Item

Packet Information:

- 1) Updated Board Policy 5141.21 Students Administering Medication and Monitoring Health Conditions
- 2) Updated Administrative Regulation 5141.21 Students Administering Medication and Monitoring Health Conditions

Recommendation:

Staff recommends approval of the updates to the policy/regulation listed above.

Rocklin USD

Board Policy

Administering Medication And Monitoring Health Conditions

BP 5141.21
Students

The Board of Trustees recognizes that some students may need to take medication prescribed by a physician during the school day in order to be able to attend school and/or participate in the educational program. The Superintendent or designee shall develop processes for the administration of medication to these students. For any student with a disability, as defined under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, necessary medication shall be administered in accordance with the student's individualized education program or Section 504 accommodation plan.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 6159 - Individualized Education Plan)

(cf. 6164.6 - Identification and Education Under Section 504)

If a parent/guardian chooses, he/she may administer the medication to his/her child at school or designate another individual who is not a school employee to do so on his/her behalf.

(cf. 1250 - Visitors/Outsiders)

(cf. 6116 - Classroom Interruptions)

In addition, upon written request by the parent/guardian and with the approval of the student's physician, a student with a medical condition that requires frequent treatment, monitoring, or testing may be allowed to self-administer, self-monitor, and/or self-test. Such processes shall be implemented in a manner that preserves campus security, minimizes instructional interruptions, and promotes student safety and privacy. The student shall observe universal precautions in the handling of blood and other bodily fluids.

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.23 - Asthma Management)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

Administration of Medication by School Personnel

Prescribed medication may be administered by the school nurse or other designated school personnel only when the Superintendent or designee has received written statements from both a student's physician and parent/guardian. (Education Code 49423; 5 CCR 600)

When medically unlicensed school personnel are authorized by law to administer any medication to students, such as emergency antiseizure medication, auto-injectable epinephrine, insulin, or glucagon, the Superintendent or designee shall ensure that school personnel designated to administer any medication receive appropriate training and, as necessary, retraining from qualified medical personnel before any medication is administered. At a minimum, the training shall cover how and when such medication should be administered, the recognition of symptoms and treatment, emergency follow-up procedures, and the proper documentation and storage of medication. Such trained, unlicensed designated school personnel shall be supervised by, and provided with immediate communication access to, a school nurse, physician, or other

appropriate individual. (Education Code 49414, 49414.5, 49414.7, 49423, 49423.1)

When medically unlicensed school personnel administer any emergency medication to students, such as emergency antiseizure medication, auto-injectable epinephrine, or glucagon, 911 shall be called immediately.

School nurses and other designated school personnel shall administer medications in accordance with law, Board policy, and administrative regulation and shall be afforded appropriate liability protection.

(cf. 3530 - Risk Management/Insurance)

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4119.43/4219.43/4319.43 - Universal Precautions)

~~Only a school nurse or other school employee with an appropriate medical license may administer an insulin injection to a student. In the event such licensed school personnel are unavailable, the district may contract with a licensed nurse from a public or private agency to administer insulin to the student. However, in an emergency situation such as a public disaster or epidemic, a trained, unlicensed district employee may administer an insulin injection to a student.~~

~~(cf. 5141.24 - Specialized Health Care Services)~~

~~To the extent that the administration of a medication, such as epinephrine auto-injector or glucagon, is authorized by law, the Superintendent or designee shall ensure that unlicensed personnel designated to administer it to students receive appropriate training from qualified medical personnel before any medication is administered. Such trained, unlicensed designated school personnel shall be supervised by and provided with emergency communication access to a school nurse, physician, or other appropriate individual.~~

The Superintendent or designee shall maintain documentation of the training, ongoing supervision, as well as annual written verification of competency of such other designated school personnel.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Legal Reference:

EDUCATION CODE

48980 Notification at beginning of term

49407 Liability for treatment

49408 Emergency information

49414 Emergency epinephrine auto-injectors

49414.5 Providing school personnel with voluntary emergency training

49414.7 Emergency medical assistance: administration of epilepsy medication

49422-49427 Employment of medical personnel, especially:

49423 Administration of prescribed medication for student

49423.1 Inhaled asthma medication

~~49423.5 Specialized health care services~~

~~49426 School nurses~~

49480 Continuing medication regimen; notice

BUSINESS AND PROFESSIONS CODE

2700-2837 Nursing, especially:

2726 Authority not conferred

2727 Exceptions in general

3501 Definitions

CODE OF REGULATIONS, TITLE 5

600-611 Administering medication to students

620-627 Administration of emergency antiseizure medication by trained volunteer nonmedical school personnel

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

COURT DECISIONS

American Nurses Association v. O'Connell, (2010) 185 Cal.App.4th 393

American Nurses Association v. Torlakson, (2013) 57 Cal.App.4th 570

Management Resources:

CSBA PUBLICATIONS

Pandemic Influenza, Fact Sheet, September 2007

AMERICAN DIABETES ASSOCIATION PUBLICATIONS

Glucagon Training Standards for School Personnel: Providing Emergency Medical Assistance to Pupils with Diabetes, May 2006

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

Legal Advisory on Rights of Students with Diabetes in California's K-12 Public Schools, August 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Legal Advisory on Rights of Students with Diabetes in California's K-12 Public Schools, August 2007

Training Standards for the Administration of Epinephrine Auto-Injectors, December 2004

NATIONAL DIABETES EDUCATION PROGRAM PUBLICATIONS

Helping the Student with Diabetes Succeed: A Guide for School Personnel, June 2003

WEB SITES

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

American Diabetes Association: <http://www.diabetes.org>

California Department of Education, Health Services and School Nursing:

<http://www.cde.ca.gov/ls/he/hn>

National Diabetes Education Program: <http://www.ndep.nih.gov>

U.S. Department of Health and Human Services, National Institutes of Health, Blood Institute, asthma information: <http://www.nhlbi.nih.gov/health/public/lung/index.htm#asthma>

Policy	ROCKLIN UNIFIED SCHOOL DISTRICT
adopted:	October 20, 2010 Rocklin, California
revised:	Oct 15, 2014 Rocklin, California

Rocklin USD

Administrative Regulation

Administering Medication And Monitoring Health Conditions

AR 5141.21

Students

Definitions

Authorized health care provider means an individual who is licensed by the State of California to prescribe medication, including, but not limited to, a physician or physician assistant. (Education Code 49423; 5 CCR 601)

Other designated school personnel means any individual employed by the district, including a nonmedical school employee, who has volunteered or consented to administer the medication or otherwise assist the student and who may legally administer the medication to the student or assist the student in the administration of the medication. (5 CCR 601, 621)

~~Other designated school personnel may include any individual employed by the district who has consented to administer the medication or otherwise assist the student and who may legally administer the medication to the student or assist the student in the administration of the medication. (5 CCR 601)~~

Medication may include not only a substance dispensed in the United States by prescription, but also a substance that does not require a prescription, such as over-the-counter remedies, nutritional supplements, and herbal remedies. (5 CCR 601)

Emergency medical assistance for a student suffering an epileptic seizure means the administration of an emergency antiseizure medication such as diazepam rectal gel and other emergency medications approved by the federal Food and Drug Administration for patients suffering from epileptic seizures. (Education Code 49414.7; 5 CCR 621)

Notifications to Parents/Guardians

At the beginning of each school year, the Superintendent or designee shall notify parents/guardians of the options available to students who need to take prescribed medication during the school day and the rights and responsibilities of parents/guardians regarding those options. (Education Code 49480)

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall inform the parents/guardians of

any student on a continuing medication regimen for a nonepisodic condition of the following requirements: (Education Code 49480)

1. The parent/guardian is required to inform the school nurse or other designated employee of the medication being taken, the current dosage and the name of the supervising physician.
2. With the parent/guardian's consent, the school nurse or other designated employee may communicate with the student's physician regarding the medication and its effects and may counsel school personnel regarding the possible effects of the medication on the student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

Parent/Guardian Responsibilities

The responsibilities of the parent/guardian of any student who may need medication during the school day shall include, but are not limited to:

1. Each school year, providing parent/guardian and authorized health care provider written statements as described in the sections "Parent/Guardian Statement" and "Health Care Provider Statement" below. In addition, the parent/guardian shall provide a new authorized health care provider's statement if the medication, dosage, frequency of administration, or reason for administration changes. (Education Code 49414.5, 49414.7, 49423, 49423.1; 5 CCR 600, 626)
2. If the student is on a continuing medication regimen for a nonepisodic condition, informing the school nurse or other designated certificated employee of the medication being taken, the current dosage, and the name of the supervising physician. (Education Code 49480)
3. If the student suffers from epilepsy, notifying the principal or designee whenever the student has had an emergency antiseizure medication administered to him/her within the past four hours on a school day. (Education Code 49414.7)
4. Providing medications in properly labeled, original containers along with the authorized health care provider's instructions. For prescribed or ordered medication, the container also shall bear the name and telephone number of the pharmacy, the student's identification, and the name and phone number of the authorized health care provider. (5 CCR 606) Medications that are not in their original container shall not be accepted or administered. Medications shall be delivered to the school by the parents/guardians, unless the Superintendent or designee authorizes another method of delivery.

When district employees are to administer medication to a student, the parent/guardian's written statement shall:

1. Identify the student
2. Grant permission for the authorized district representative to communicate directly with the student's physician and the pharmacist as may be necessary, regarding the physician's written statement or any other questions that may arise with regard to the medication
3. Contain an acknowledgment that the parent/guardian understands how district employees will administer or otherwise assist the student in the administration of medication
4. Contain an acknowledgment that the parent/guardian understands his/her responsibilities to enable district employees to administer or otherwise assist the student in the administration of medication including, but not limited to, the parent/guardian's responsibility to provide a written statement from the authorized health care provider to ensure that the medication is delivered to the school in a proper container by an individual legally authorized to be in possession of the medication, and to provide all necessary supplies and equipment
5. Contain an acknowledgment that the parent/guardian may terminate consent for such administration at any time

In addition to the requirements in items #1-5 above, if a parent/guardian has requested that his/her child be allowed to carry and self-administer prescription auto-injectable epinephrine or prescription inhaled asthma medication, the parent/guardian's written statement shall : (Education Code 49423, 49423.1)

1. Consent to the self-administration
2. Release the district and school personnel from civil liability if the student suffers an adverse reaction as a result of self-administering the medication

In addition to the requirements in items #1-5 above, if a parent/guardian wishes to designate an individual who is not an employee of the district to administer medication to his/her child, the parent/guardian's written statement shall clearly identify the individual and shall state:

1. The individual's willingness to accept the designation
2. That the individual is permitted to be on the school site

3. Any limitations on the individual's authority

Health Care Provider Statement

In accordance with law, the district shall obtain written statements from the student's physician and parent/guardian and authorized health care provider before a district employee administers, or assists in the administration of, a prescribed medication to any student and before a student is allowed to carry and self-administer prescription diabetes medication, auto-injectable epinephrine, or prescription inhaled asthma medication during school hours. (Education Code 49414.5, 49423, 49423.1; 5 CCR 600)

~~(cf. 5141.23—Asthma Management)~~

~~(cf. 5141.27—Food Allergies/Special Dietary Needs)~~

The authorized health care provider's written statement shall include:

1. Clear identification of the student (Education Code 49423, 49423.1; 5 CCR 602, 626)

2. The name of the medication (Education Code 49423, 49423.1; 5 CCR 602, 626)

3. The method, amount, and time schedules by which the medication is to be taken (Education Code 49423, 49423.1; 5 CCR 602, 626)

4. If the parent/guardian has requested that his/her child be allowed to self-administer medication, confirmation that the student is able to self-administer medication (Education Code 49423, 49423.1; 5 CCR 602)

~~(cf. 5141.23 - Asthma Management)~~

~~(cf. 5141.27 - Food Allergies/Special Dietary Needs)~~

5. For medication that is to be administered on an as-needed basis, the specific symptoms that would necessitate administration of the medication, allowable frequency for administration, and indications for referral for medical evaluation

6. Possible side effects of the medication

7. Name, address, telephone number, and signature of the student's authorized health care provider

When authorizing a district employee to administer emergency antiseizure

medication to a student, the authorized health care provider's written statement shall also include the following: (Education Code 49414.7; 5 CCR 626)

1. Detailed seizure symptoms, including frequency, type, or length of seizures that identify when the administration of the medication becomes necessary
2. Any potential adverse responses by the student and recommended mitigation actions, including when to call emergency services
3. A protocol for observing the student after a seizure, including, but not limited to, whether he/she should rest in the school office or return to his/her class and the length of time he/she should be under direct observation
4. A statement that following a seizure, a school administrator or other staff member shall contact the school nurse and the student's parent/guardian to continue the observation plan

Parent/Guardian Statement

~~When district employees are to administer medication to a student, the parent/guardian's written statement shall:~~

- ~~1. Identify the student~~
- ~~2. Grant permission for the authorized district representative to communicate directly with the student's physician and the pharmacist as may be necessary, regarding the physician's written statement or any other questions that may arise with regard to the medication~~
- ~~3. Contain an acknowledgment that the parent/guardian understands how district employees will administer or otherwise assist the student in the administration of medication~~
- ~~4. Contain an acknowledgment that the parent/guardian understands his/her responsibilities to enable district employees to administer or otherwise assist the student in the administration of medication including, but not limited to, the parent/guardian's responsibility to provide a written statement from the authorized health care provider to ensure that the medication is delivered to the school in a proper container by an individual legally authorized to be in possession of the medication, and to provide all necessary supplies and equipment~~
- ~~5. Contain an acknowledgment that the parent/guardian may terminate consent for such administration at any time~~

~~In addition to the requirements in items #1-5 above, if a parent/guardian has requested that his/her child be allowed to carry and self-administer prescription auto-injectable epinephrine or prescription inhaled asthma medication, the parent/guardian's written statement shall: (Education Code 49423, 49423.1)~~

- ~~1. Consent to the self-administration~~
- ~~2. Release the district and school personnel from civil liability if the student suffers an adverse reaction as a result of self-administering the medication~~

~~In addition to the requirements in items #1-5 above, if a parent/guardian wishes to designate an individual who is not an employee of the district to administer medication to his/her child, the parent/guardian's written statement shall clearly identify the individual and shall state:~~

- ~~1. The individual's willingness to accept the designation~~
- ~~2. That the individual is permitted to be on the school site~~
- ~~3. Any limitations on the individual's authority~~

~~The parent/guardian shall annually provide the Superintendent or designee a new written statement from himself/herself and the student's authorized health care provider. In addition, the parent/guardian shall provide a new authorized health care provider's written statement if the medication, dosage, frequency of administration, or reason for administration changes. (Education Code 49423, 49423.1, 5 CCR 600)~~

~~Parents/guardians shall provide medications in a properly labeled, original container along with the authorized health care provider's instructions. For prescribed or ordered medication, the container shall bear the name and telephone number of the pharmacy, the student's identification, and name and phone number of the authorized health care provider. Medications that are not in their original container shall not be accepted or administered. Medications shall be delivered to the school by the parents/guardians, unless the Superintendent or designee authorizes another method of delivery.~~

~~The parent/guardian of a student on a continuing medication regimen for a nonepisodic condition shall inform the school nurse or other designated employee of the medication being taken, the current dosage, and the name of the supervising physician. (Education Code 49480)~~

Designated Employee/District Responsibilities

The school nurse or designated school personnel shall:

1. Administer or assist in administering the medication in accordance with the physician's written statement.
2. Accept delivery of medication from the parents/guardians and count and record them upon receipt.
3. Maintain a list of students needing medication during the school day, including those authorized to self-administer medications. The type of medication and the times and dosage to be administered shall be noted on the list.
4. Maintain a medication log which may:
 - a. Specify the student's name, medication, dose, method of administration, time of administration during the regular school day, date(s) on which the student is required to take the medication, and the authorized health care provider's name and contact information
 - b. Contain a space for daily recording of the date, time, and amount of medication administered, and the signature of the individual administering the medication
5. Maintain a medication record which may include the authorized health care provider's written statement, the parent/guardian's written statement, the medication log, and any other written documentation related to the administration of medication to the student.
6. Ensure that student confidentiality is appropriately maintained.

(cf. 5125 - Student Records)

7. Coordinate the administration of medication during field trips and after-school activities.

(cf. 5148.2 - Before/After School Programs)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

8. Report to the parent/guardian and the site administrator any refusal by the student to take his/her medication.
9. Keep all medication to be administered by the district in a locked drawer or cabinet.
10. As needed, communicate with the authorized health care provider and

pharmacist regarding the medication and its effects.

11. Counsel school personnel regarding the possible effects of the medication on the student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

12. Ensure that unused, discontinued, or outdated medication is returned to the student's parent/guardian at the end of the school year or, if the medication cannot be returned, dispose of it in accordance with state laws and local ordinances.

13. Provide immediate medical assistance, if needed, and report to the site administrator and parent/guardian instances when the medication is not administered properly, including administration of the wrong medication or failure to administer the medication in accordance with the authorized health care provider's written statement.

Upon receiving such notification, the site administrator may notify the student's health care provider and shall document the error in the medication log.

Additional Requirements for Management of Epileptic Seizures

In addition to applicable provisions in the sections above, the Superintendent or designee shall make arrangements for assisting students with epilepsy who may suffer a seizure at school. Such arrangements shall include the following: (Education Code 49414.7; 5 CCR 620-627)

1. Whenever a parent/guardian requests that a nonmedical district employee be trained to provide emergency medical assistance to his/her child, notification to the parent/guardian that the child may qualify for services or accommodations pursuant to 20 USC 1400-1482, the Individuals with Disabilities Education Act (IDEA), or 29 USC 794, Section 504 of the federal Rehabilitation Act of 1973 (Section 504).

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee shall assist the parent/guardian to explore that option and shall encourage him/her to adopt the option if the student is determined to be eligible for such service or accommodation.

2. The creation of an individualized health plan, seizure action plan, or other appropriate health plan designed to acknowledge and prepare for the student's health care needs in school, if his/her parent/guardian refuses to have him/her assessed for services or accommodations under IDEA or Section 504.

(cf. 6159 - Individualized Education Program)

3. The distribution of an electronic notice to school staff no more than twice per school year, for each student whose parent/guardian has requested provision of emergency medical assistance pursuant to Education Code 49414.7. The notice shall be in bold print and, in accordance with Education Code 49414.7, shall contain a description of the request for a volunteer school employee, the training that such volunteer school employee will receive, the voluntary nature of the program, and the timelines for the volunteer school employee to rescind his/her offer.

If no employee volunteers to administer emergency antiseizure medication to a student, the Superintendent or designee shall again notify the student's parent/guardian of the option to have the student assessed for services and accommodations under IDEA or Section 504.

4. An assurance that any employee who volunteers to administer an emergency antiseizure medication shall receive from a licensed health care professional the training specified in 5 CCR 623 before administering such medication.

When a trained employee has not administered an emergency antiseizure medication to a student within two years after completing the training and a student who may need the administration of an emergency antiseizure medication is enrolled in the school, the employee shall be retrained in order to retain the ability to administer an emergency antiseizure medication.

5. An assurance that any training provided for district employees who volunteer to administer emergency antiseizure medication to students shall include, but is not limited to:

a. Recognition and treatment of different types of seizures

b. Administration of an emergency antiseizure medication

c. Basic emergency follow-up procedures, including, but not limited to, a requirement for the principal or designee to call the emergency 911 telephone number and to contact the student's parent/guardian, but not necessarily to transport the student to an emergency room

d. Techniques and procedures to ensure student privacy

(cf. 5022 - Student and Family Privacy Rights)

6. A process for notifying the credentialed school nurse, or the Superintendent or designee as applicable, whenever an employee administers

an emergency antiseizure medication to a student at a school site.

7. Supervision of volunteer school employees by a licensed health care professional, in accordance with 5 CCR 627.

~~Upon receiving such notification, the site administrator may notify the student's health care provider and shall document the error in the medication log.~~

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT
approved: May 18, 2011 Rocklin, California
revised: Oct 15, 2014 Rocklin, California

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

Item 10.1
INFORMATION & REPORTS
 October 15, 2014

SUBJECT: California Public Employee Retirement System (CalPERS) and California State Teachers' Retirement System (CalSTRS) Rate Increases and Cost Update

DEPARTMENT: Office of the Deputy Superintendent, Business and Operations

Background:

All full time and some part classified and certificated employees of the District are members of the CalPERS and CalSTRS pension systems, respectively. Both pension systems are underfunded and have been for several years, particularly CalSTRS. The CalPERS Board and California State Legislature have recently addressed the unfunded liabilities by increasing the employer contribution rates over a seven year period, beginning in this fiscal year. CalSTRS is also increasing the State's and employees' contribution rates over three years beginning this fiscal year as well.

The data below (in italics) was provided directly from School Services of CA:

The CalPERS Board released Employer Circular Letter No. 200-012-14 in March 2014, which provides estimates of the resulting future contribution rate increases for school employers as follows:

<i>Actual</i>	<i>Actual</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>
<i>2013-14</i>	<i>2014-15</i>	<i>2015-16</i>	<i>2016-17</i>	<i>2017-18</i>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>
<i>11.442%</i>	<i>11.771%</i>	<i>12.6%</i>	<i>15.0%</i>	<i>16.6%</i>	<i>18.2%</i>	<i>19.9%</i>	<i>20.4%</i>

The trailer bill, Assembly Bill (AB) 1469 (Bonta, D-Alameda), approved as part of the 2014-15 State Adopted Budget, lays out the plan to resolve the CalSTRS unfunded liability by 2046 through contribution rate increases for employers, employees, and the state.

Below are the rate increases as specified in the bill:

	<i>2014-15</i>	<i>2015-16</i>	<i>2016-17</i>	<i>2017-18</i>	<i>2018-19</i>	<i>2019-20</i>	<i>2020-21</i>
<i>Employers</i>	<i>8.88%</i>	<i>10.73%</i>	<i>12.58%</i>	<i>14.43%</i>	<i>16.28%</i>	<i>18.13%</i>	<i>19.1%</i>
<i>Pre-PEPRA Employees</i>	<i>8.15%</i>	<i>9.2%</i>	<i>10.25%</i>	<i>10.25%</i>	<i>10.25%</i>	<i>10.25%</i>	<i>10.25%</i>
<i>Post-PEPRA Employees</i>	<i>8.15%</i>	<i>8.56%</i>	<i>9.205%</i>	<i>9.205%</i>	<i>9.205%</i>	<i>9.205%</i>	<i>9.205%</i>
<i>State</i>	<i>3.454%</i>	<i>4.891%</i>	<i>6.328%</i>	<i>6.328%</i>	<i>6.328%</i>	<i>6.328%</i>	<i>6.328%</i>

All of these CalSTRS rate increases take effect on July 1 of each year and are calculated on the member's compensation that is creditable to the Defined Benefit Program as of that date.

Status:

These rate increases will have a significant impact on the District's general fund and will require additional new funding from the State each year in order to avoid reductions in other areas of the budget. Additional costs for Step & Column, CalPERS and CalSTRS equals 2.5% of new revenues for 2015-16. Staff will review the projected increase in costs in the accompanying charts.

Presenter: Barbara Patterson

Financial Impact:

Current year: \$310,339 (already included in district budget)

Future years: Additional \$6.1 million

Funding source: General Fund

Materials/Films:

Other People Who Might Be Present:

Allotment of Time: 5 – 10 minutes

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

CalSTRS and CalPERS Charts

Impact on General Fund Chart

LCFF Chart

Recommendation:

Information Only

Rocklin Unified School District
Impact of CalSTRS/CalPERS Rate Increases on General Fund

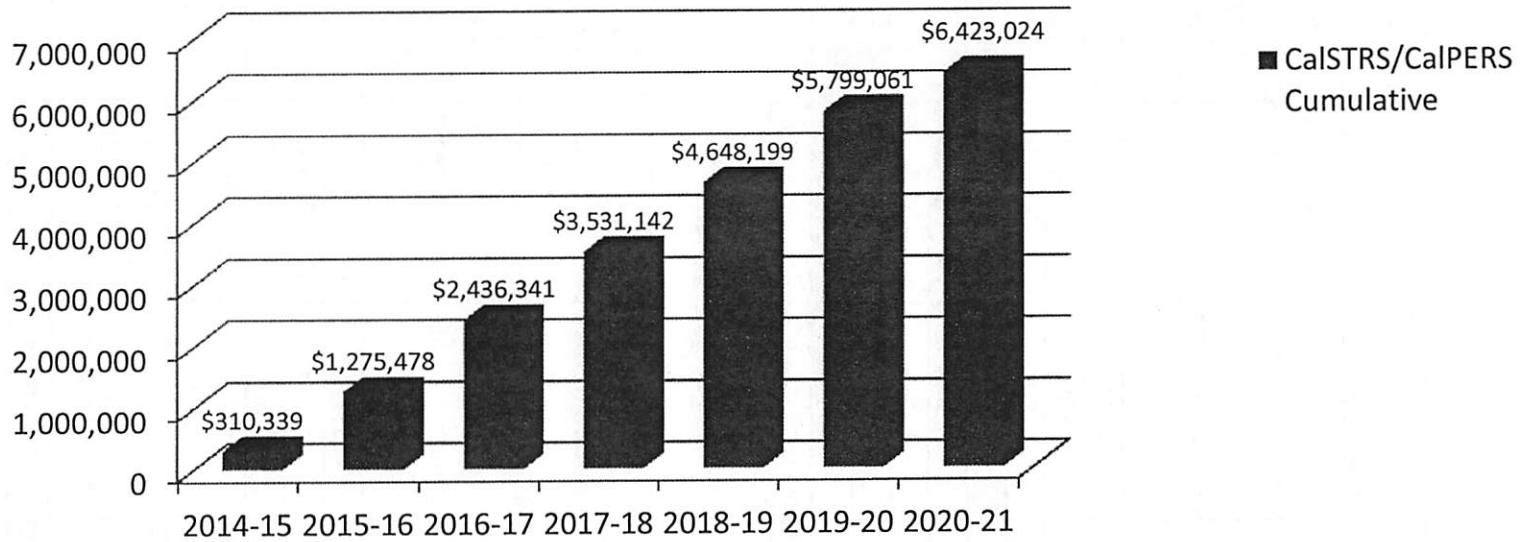
CalSTRS Employer Contribution Rates			Assumes Total Salaries Remain at 14/15 Level & No Staffing Increase	
	Rate Increase over Prior Year	Cumulative Rate	Yearly Increase	Total Annual CalSTRS Contribution
13/14	0.00%	8.25%	\$ -	\$ 3,593,854
14/15	0.63%	8.88%	\$ 274,440	\$ 3,868,294
15/16	1.85%	10.73%	\$ 858,567	\$ 4,726,861
16/17	1.85%	12.58%	\$ 876,730	\$ 5,603,590
17/18	1.85%	14.43%	\$ 894,893	\$ 6,498,483
18/19	1.85%	16.28%	\$ 913,055	\$ 7,411,538
19/20	1.85%	18.13%	\$ 931,218	\$ 8,342,756
20/21	0.97%	19.10%	\$ 540,118	\$ 8,882,874
Cumulative Increase in Yearly Contributions			\$ 5,289,020	

CalPERS Employer Contribution Rates			Assumes Total Salaries Remain at 14/15 Level & No Staffing Increase	
	Rate Increase over Prior Year	Cumulative Rate	Yearly Increase	Total Annual CalPERS Contribution
13/14		11.44%	\$ -	\$ 1,248,518
14/15	0.63%	11.77%	\$ 35,900	\$ 1,284,417
15/16	0.93%	12.60%	\$ 106,572	\$ 1,390,989
16/17	2.00%	15.00%	\$ 284,133	\$ 1,675,122
17/18	2.44%	16.60%	\$ 199,909	\$ 1,875,031
18/19	3.50%	18.20%	\$ 204,001	\$ 2,079,032
19/20	1.00%	19.90%	\$ 219,645	\$ 2,298,677
20/21	0.35%	20.40%	\$ 83,844	\$ 2,382,521
Cumulative Increase in Yearly Contributions			\$ 1,134,003	

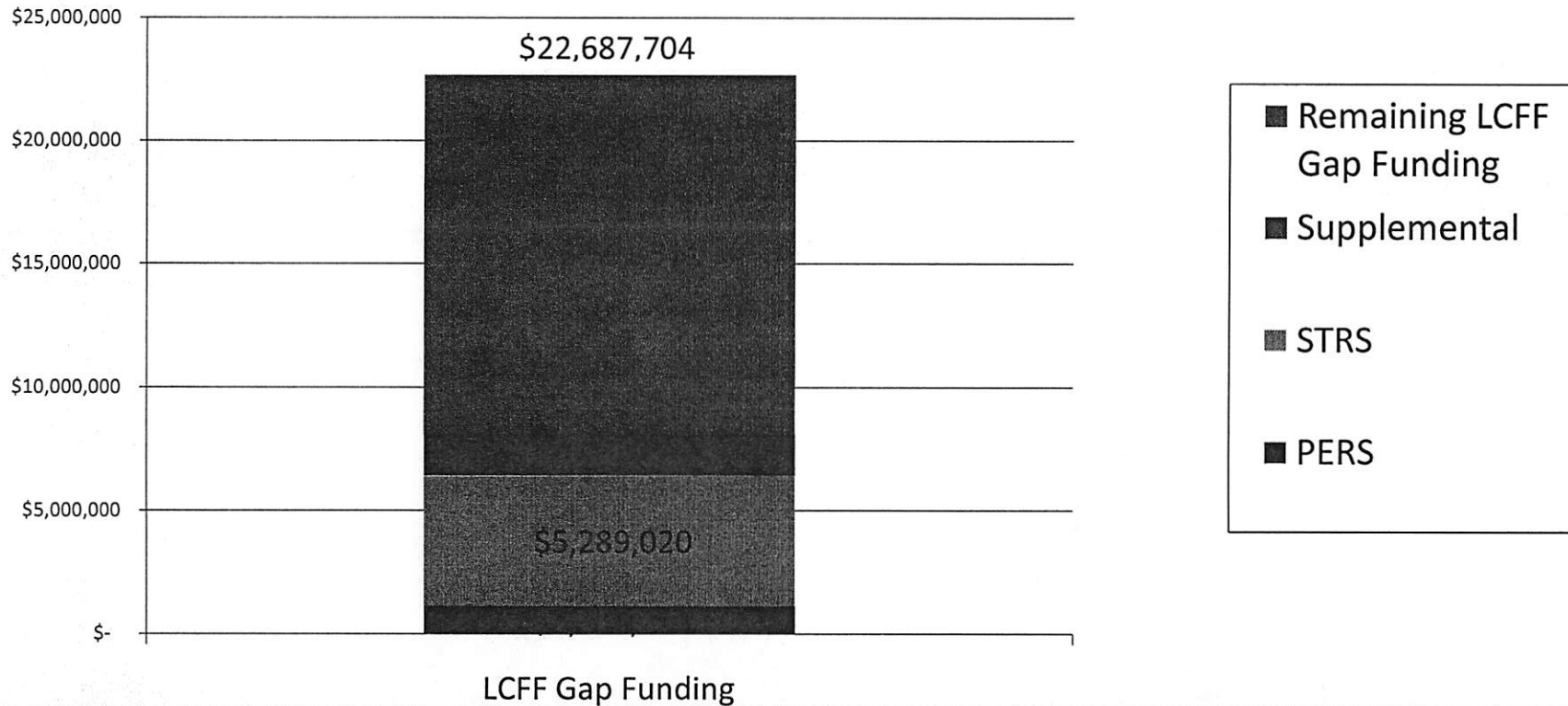
Based on Board Approved Budget BR#2 10-15-14

Rocklin Unified School District

CalSTRS/CalPERS Impact on General Fund



Impact of Additional Annual CalSTRS/CalPERS/Supplemental on LCFF Gap Funding in 2020/21



Note #1: This projection assumes there are no salary increases nor additional employees added to the payroll during the seven years of implementation of the new rate increases.

The legislative intent of the gap funding was to restore districts to the 2007/08 level and improve/increase services to EL/LI/FY students. Most of the new gap funds will be spent on new employees and/or salary increases to satisfy the intent of the LCFF.

Note #2 : Cumulative new LCFF Gap Target funds at full implementation (projected to be in 2020-21) are based on Department of Finance projections

Note #3: The LCFF target and gap funding are based on ADA by grade span, and unduplicated low income (LI), English learner (EL), and foster youth (FY) counts as of June 30, 2014. ADA by grade span, unduplicated counts of LI/EL/FY, annual COLA and any future legislative changes will affect future calculations of the district's target and gap funding.

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Academic Content Standards, Curriculum Frameworks and Instructional Materials –
Providing the Context for Implementation Activities and Expenditures

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

In 2010, California adopted new, rigorous academic content standards in English language arts, and mathematics. Academic standards in English language development were adopted in 2012. New science content standards were adopted in late 2013. Districts throughout California are determining the most appropriate and opportune way to implement these new standards. Rocklin Unified School District (RUSD) is no exception and is moving forward with a deliberate and comprehensive implementation of the standards and adoption of standards aligned instructional materials. This is a multi-year, multi-faceted effort.

Status:

The RUSD Educational Services Team will present information on current academic standards implementation activities, current instructional materials expenditures, and projected adoption timelines and expenditures.

Presenter(s):

Deborah Sigman
Marty Flowers
Karen Huffines

Financial Impact:

Current year: \$256,000 (estimated)
Future years: \$4,494,100 (estimated)

Materials/Films:

None

Other People Who Might Present:

Teachers on Special Assignment (TOSAs)
Kari Auwae, Secondary English language arts
Jeri Farmer, Elementary English language arts
Lara Kikosicki, Elementary mathematics
Joseph McLean, Secondary mathematics

Allotment of Time:

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

A Power Point presentation is attached.

Recommendation:

This is an information item only.

**THE STANDARDS, CURRICULUM
FRAMEWORKS AND INSTRUCTIONAL
MATERIALS – PROVIDING A CONTEXT
FOR IMPLEMENTATION ACTIVITIES AND
EXPENDITURES**

**Rocklin Unified School District
Board of Trustees Meeting
October 15, 2014**

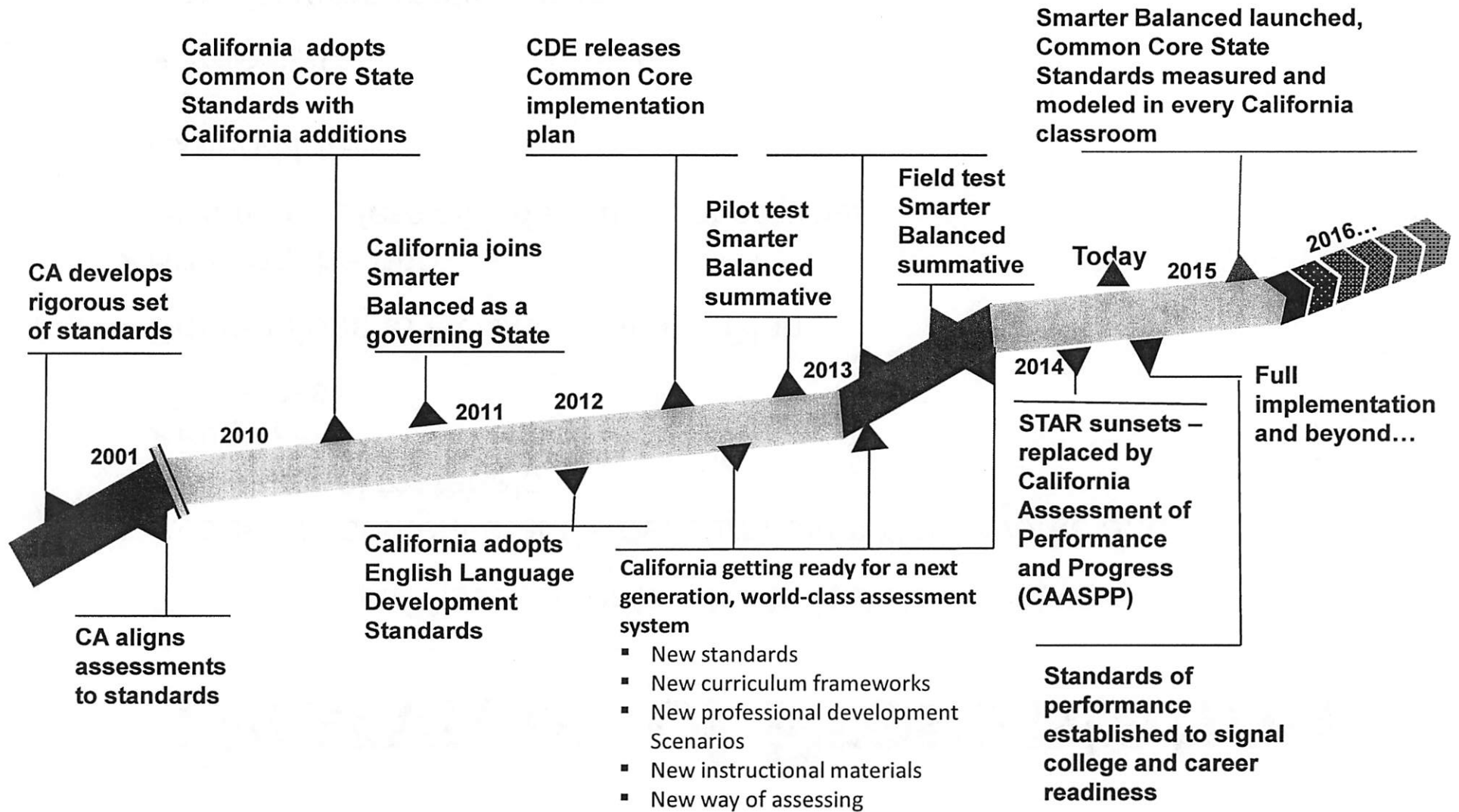
**Presented by Deborah Sigman,
Karen Huffines, and
Marty Flowers**



Overview of Presentation

- Standards and Assessments – Historical Perspective
- Academic content standards, curriculum frameworks and instructional materials
 - Purpose
 - Timelines
- Connections to RUSD Strategic Plan
- Bridging the gap
 - Current professional development activities
- Expenditures
 - Current
 - Projected
- Next Programmatic Steps

Setting the stage- the journey towards implementation of college and career-ready standards



California Academic Content Standards

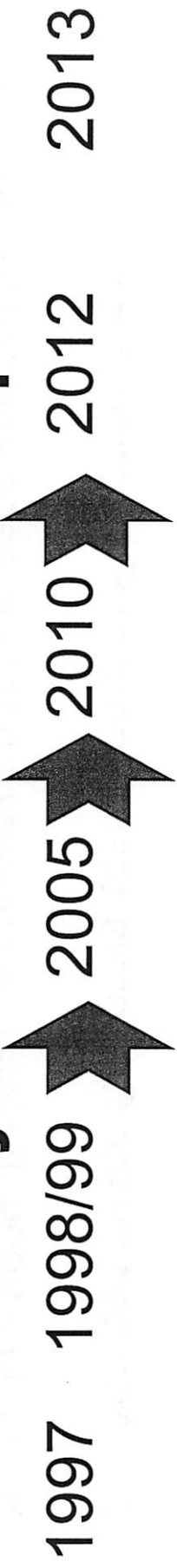
- Content standards are designed to encourage the highest achievement of every student **by defining the knowledge, concepts, and skills that students should acquire at each grade level.**

California Academic Content Standards

- **English language-arts (ELA)**
- **English language development (ELD)**
- **Mathematics**
- **Science**
- **History Social Science**
- **Physical Education (2005)**
- **Career Technical Education (2005 – updated 2013)**
- **Visual and Performing Arts (2001)**
- **Model School Library Standards (2010)**
- **World Languages (2009)**
- **Health Education (2008)**

California State Board of Education

History of Standards Adoption



Math	Math	Math
ELA	ELA	ELA
ELD	ELD	ELD

Science
History/SS
Science
(NGSS)

California Curriculum Frameworks

- Aligned to the California-adopted academic content standards
- **Provide guidance for implementing the content standards. Law calls for the development of “broad minimum standards and guidelines for educational programs.”**
- Adopted in the core curriculum areas of English language arts/English language development, mathematics, history–social science, and science in kindergarten through grade 12
- Adopted by the California State Board of Education (SBE)
- In July 2009, legislation suspended the process and procedures for adopting instructional materials, including framework revisions, until the 2013-14 school year .

California State Board of Education

History of Frameworks Adoption



Math('97)

Math('97)

Math('10)

RDG/ELA('97)

RDG/ELA('97)

ELA/ELD
('10/'12)

History/SS
('98)

History/SS
('98)

Science
('98)

Instructional Materials

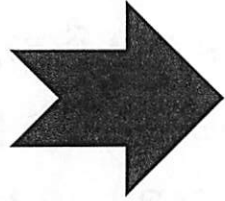
- ‘Instructional materials’ means all materials that are designed for use by pupils and their teachers as a learning resource and help pupils to acquire facts, skills, or opinions or to develop cognitive processes.
- Instructional materials may be printed or non-printed, and may include textbooks, technology-based materials, other educational materials, and tests.
- “State-adopted” instructional materials are those instructional resources which the SBE has formally “adopted” for use in the K-8 classrooms.
- Districts may choose one of the adoptions on the SBE list or conduct a rigorous district-level process to select materials not on the list.

Instructional Materials

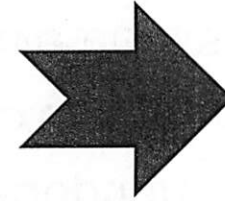
- There are no state-level adoptions for grades nine through twelve.
- Local governing boards have the authority to adopt instructional materials for use in their high schools for grades nine through twelve.
- All students in the same grade level or course within an LEA must use instructional materials from the same adoption. For example, if a high school district adopts new biology textbooks, all students in the district taking the same course must have books from the same local adoption.

California State Board of Education K-8 Adoption of Instructional Materials

2014



2015



2017

Math (Jan)

ELA/ELD (Nov)

Science
(anticipated)

Current and Projected RUSD Board Adoption of Instructional Materials

2013/14 2014/15 2015/16 2016/17 2017/18

Math(7,8,9)

Math(K-5,6,10)

Math(11)

Math(12)

ELA/ELD
(pilot)

ELA/ELD
(pilot)

ELA/ELD

Connections to RUSD Strategic Plan

➤ **Strategy I - We will create student academic growth through dynamic, relevant and increasingly challenging learning experiences.**

- 1.1 Implement literacy practice within and across content areas as the foundation for teaching and learning based on adopted California State Standards.
- 1.2 Education experiences will promote learning that is engaging, dynamic, authentic and focused on application based knowledge.

➤ **Strategy III- We will continuously build individual and organizational capacity, and seek additional resources and partnerships to fulfill our mission.**

- 3.3 Establish a comprehensive, collaborative, and continuous instructional support system for teachers to enhance personal learning and growth.
- 3.4 Establish a comprehensive, collaborative, and continuous instructional support system for district leaders to enhance personal learning and growth.

Bridging the Gap...

Instructional Strategies – California Common Core Alignment

TK-12 Lesson Study in ELA and Math

- Grade level collaborative teams developing standards aligned lessons
- Review and examine ELA/ELD & Math Frameworks and Instructional Shifts
- Developing classroom assessments using Depth of Knowledge (DOK) to increase academic rigor
- Teaching, reflecting on, and revising new lessons based on student data collection designed to increase lesson effectiveness

Bridging the Gap...

Capacity Development

- Elementary and Secondary Math & ELA Committees
 - Meeting regularly to examine instructional shifts and develop bridge materials that include rigor required to meet the demands of the new academic standards
- Extensive CPM Training for 6th-9th grade teachers
- Stanford Math on-line professional learning opportunity TK-12
 - Examine effective standards-aligned instructional strategies in math
- October TK- 6 grade level articulation
 - Grade level teams meet to share math “bridge” strategies and common formative assessments

Bridging the Gap...

Capacity Development (cont.)

- GLAD Training-K-12
 - ELA/ELD standards aligned instructional strategies
 - Facilitated follow-up throughout the school year
 - RUSD developing in-house GLAD trainers
- K-5 Math Pilot 2014-15
 - Elementary Math Committee members being trained in Standards for Mathematical Practices (SMPs) & Math Evaluation Toolkit
 - Adoption timeline includes additional teacher training in new math standards, instructional shifts, rigor and DOK

Bridging the Gap...

Parent Outreach

- Common Core Forums
- CPM Math Information Night
 - 6th grade teachers and TOSAs
 - Presented overview of instructional shifts required of new math standards
- Additional Math Information Nights in Spring 2015

RUSD New Mathematics Estimated 2014-15 Expenditures

➤ K-6 “Bridge” Materials Math	\$ 6,000
➤ CPM C2 = Math 7	\$72,000
➤ CPM C3 = Math 8	\$82,000
➤ CC4 = Integrated I	\$64,000
➤ Teachers Editions	\$10,000
➤ Algebra Tiles	\$ 1,000
➤ Graphing Calculators	\$21,000
➤ Total	\$256,000

RUSD Estimated New Mathematics Expenditures

2015-16

- 6th grade math adoption \$ 68,000
- TK-5 grade math adoption \$540,000

2015-16

- 10th grade math adoption \$ 75,000
- 10th grade math teacher editions \$ 4,500
- Graphing calculators \$ 21,000

➤ 2015-16 Subtotal

\$708,500

RUSD Estimated New Mathematics Expenditures

2016-17

- 11th grade math adoption \$ 75,000
- 11th grade teacher editions/math \$ 4,500
- 11th grade Pre-Cal/Trig \$ 42,000

2017-18

- 12th grade math adoption \$ 75,000
- 12th grade teacher editions/math \$ 4,500
- 12th grade Calc B/C \$ 42,000

- **2016-17 Subtotal \$121,500**
- **2017-18 Subtotal \$121,500**
- **Total Math Materials Estimate \$951,500**

RUSD Estimated New English Language Arts Expenditures

2016-17

- TK-6 grade ELA/ELD adoption \$648,000
- 7 – 12 grade ELA/ELD \$812,000
- 7 – 12 grade ELA/ELD Teacher Ed. \$ 66,600
- **Total New ELA Estimates \$1,526,600**

RUSD New Science and Social Studies Estimated Expenditures

2017-18 / 2018-19

➤ TK-6 Science	\$ 486,000
➤ 7 th – 12 th grade Science	\$ 522,000
▪ 2017-18 Sub-total	\$1,008,000
➤ TK-6 Social Studies	\$ 486,000
➤ 7 th – 12 th grade Social Studies	\$ 522,000
▪ 2018-19 Sub-total	\$1,008,000
➤ Total New Science/SS Estimate	\$2,016,000

RUSD Estimated New Materials Expenditures by Years

➤ 2014-15	\$ 256,000
➤ 2015-16	\$ 708,500
➤ 2016-17	\$1,648,100
➤ 2017-18	\$1,129,500
➤ 2018-19	\$1,008,000
➤ TOTAL COST	\$4,750,100

Next Programmatic Steps

- Building administrator and teacher capacity (2014-15)
 - Lesson study and unit development
 - Teachers College Reading Writing Project
 - Literacy Pedagogy
- Bring recommendation forward to Board regarding K-6 Math adoption
 - Pilot Fall 2014
 - Recommendation Spring 2015

Next Programmatic Steps (cont.)

- Explore Smarter Balanced Digital Library and Interim Assessments
 - Winter 2014/Spring 2015
- Examine ELA/ELD Frameworks
 - Winter 2014/Spring 2015
- Determine timeline and process for piloting of ELA materials
 - Fall 2015
- Reconvene science committee to discuss NGSS
 - Anticipate Spring and Fall 2015

PENDING BOARD AGENDA ITEMS

Agenda Item	Administrator	Board Meeting
Approve Quarterly Report on Williams Uniform Complaints	Sigman	July
Resolution Delegating Barbara Patterson as Representative and Roger Stock as Alternate Representative to Joint Powers Board for SIG	Patterson	July
Approve Expulsion Hearing Panel for Upcoming School Year	Sigman	June/July
Approve Non-Public School and Agency Master Contracts for the Upcoming School Year	Sigman	July
Summer School Report	Sigman/Staff	August
Yearly Adoption of Tax Report for CFD No. 1 and No. 2 <i>(not needed in 2009)</i>	Patterson	July/August
Information and Related Actuarial Reports on Workers' Compensation Claims & Health/Welfare Benefits for Retired Employees After 65 <i>(not needed in 2009)</i>	Patterson	August
Biannual Review BP 9270 - Conflict of Interest	Patterson	August 2014
School Readiness Report	Sigman/Staff	August (1 st Mtg)
Approve District Certification of Unaudited Actuals	Patterson	August/September
Resolution Establishing Appropriation Limitation (Gann)	Patterson	August/September
Hold Public Hearing and Approve Resolution Affirming Sufficient Textbooks and Instructional Materials <i>(post Notice of Public Hearing 10 days in advance; required by the 8th week of the start of school)</i>	Sigman	September/October
Student Assessment Report (API)	Sigman/Staff	September/October
Approve Quarterly Report on Williams Uniform Complaints	Sigman	October
Set Date for Annual School Board Organizational Meeting	Stock	November/December
First Interim Report	Patterson	December
Organizational Board Meeting/Special Presentation to Board President	Stock	December
Audit Report	Patterson	December
Schedule Goal Setting Workshop	Stock/Staff	January
Approve Quarterly Report on Williams Uniform Complaints	Sigman	January
*LCAP Public Hearing	Sigman	January
Budget Assumptions & Priorities	Patterson	February

Review Possible Negotiation Issues and Establish Direction from the Board for District's Proposal (<i>closed session</i>)	Slattery	February
Identify Teachers for Non-Reelection; Prepare Letters of Notification (<i>March 1st Mtg - Closed Session</i>)	Slattery	February (<i>2nd Mtg</i>)
Present Draft School Year Calendar (<i>two years out</i>)	Slattery	March
*Facilities-Use Policy/Practice and Schedule of Fees	Wesselius	May
Sierra College Report (Rocklin Graduates)	Sigman	March/April
Approve School Year Calendar (<i>two years out</i>)	Slattery	March
Annual Board Action Regarding Distribution of Non-Reelection Letters	Slattery	March (<i>1st Mtg</i>)
Finalize District's Proposal and Prepare for Sunshining Process	Slattery	March (<i>1st Mtg</i>)
Notify the Board in writing by April 1; complete Performance Evaluation for the Superintendent, per contract schedule	Stock/Board	March
Approve Annual Resolution Authorizing the Release of Free/Reduced Lunch Information for STAR Testing	Sigman	March
Consolidated Application (Part 2)	White/Huffines	March
Certification of Temporary Athletic Team Coaches	Slattery	March
Approve Second Interim Report	Patterson	March
Special Education Update	Cambra	March
Approve Safe School Plans (<i>Action Item</i>)	White/Huffines	March (<i>2nd Mtg</i>)
*Canine Drug Dog Report	Sigman	May
Budget Update/Information	Patterson	March/April
Annual Personnel Update – Renewal of Contracts for Site Administrators (<i>Closed Session</i>)	Sigman	April
Approve Quarterly Report on Williams Uniform Complaints	Sigman	April
Annual Review of Master Plan/Nexus Study (<i>Bi-annual—even numbered years</i>)	Wesselius	April/May
Developer Fee Update (<i>Bi-annual-even numbered years</i>)	Wesselius	April/May
Review/Plan Strategic Priorities for Upcoming School Year	Sigman/Stock	April/May
Approve Summer School Principals Contingent on State Funding (<i>include on Certificated Personnel Report</i>)	Sigman	April/May
Review of BP/AR 5116.1 – Intradistrict Open Enrollment as required by Ed Code 35160.5 (<i>must be completed by July 1</i>)	Sigman	May/June

Approve Waivers for Special Education Students Who Passed the Math Portion of the CAHSEE With Modifications	Cambra/Sigman	May
Provide Retiree Benefit Update	Patterson	May
Present Tentative Budget and Budget Priorities	Patterson	May
Classified Categorical Layoff <i>(if necessary)</i>	Slattery	May
Final Board Action Regarding Administrative Reassignments or First Year Prob/Temp Teachers	Slattery	May
Approve CIF Representatives for Upcoming School Year	Stock	May/June
Special Recognition to Student Representatives	Stock/Staff	May (2 nd Mtg)
Approve Board Meeting Dates for Upcoming School Year	Stock	May/June
Approve Resolution for Interfund Transfers of Special or Restricted Fund Monies	Patterson	May
Complete Superintendent's Performance Evaluation and Update Contract	Stock/Board	May/June
Resolution Authorizing End-of-Year Budget Transfers <i>(Consent Calendar)</i>	Patterson	June
Resolution Delegating Certain Contracting Powers to the Superintendent or Designee <i>(Consent Calendar)</i>	Wesselius	June
Approve Consolidated Applications (Part 1/Part 2)	White/Huffines	June
Hold Public Hearing and Approve Final Budget	Patterson	June
Authorization to Dispose of Surplus Property	Wesselius	June
Approve Single Plan for Student Achievement <i>(previously known as School Improvement Plan)</i>	White/Huffines	June
EPA Spending Plan	Patterson	June
Summer School Program Report	Sigman/Staff	July/August

* Denotes a non-annual/one-time only agenda item.