

**ROCKLIN UNIFIED SCHOOL DISTRICT**  
2615 Sierra Meadows Drive Rocklin, CA 95677

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



**FEBRUARY 4, 2015**  
**ASSESSMENT AND ACCOUNTABILITY WORKSHOP — 5:15 P.M. – 6:15 P.M.**  
**REGULAR MEETING AGENDA — 6:30 P.M.**

- 1.0 **CALL TO ORDER**
- 2.0 **ROLL CALL**
- 3.0 **ASSESSMENT AND ACCOUNTABILITY WORKSHOP (5:15 – 6:15)**
- 4.0 **PLEDGE OF ALLEGIANCE**
- 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 Jan 21, 2015 (Regular Meeting)
  - 8.2 **CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
  - 8.3 **APPROVAL OF BUDGET REVISIONS** – Request to approve budget revisions. (Barbara Patterson)
  - 8.4 **REJECT CLAIM NO. R1416** – Request to reject Claim No. R1416. (Barbara Patterson)
  - 8.5 **AWARD BID FOR TELECOMMUNICATION SERVICE / LOCAL VOICE SERVICES** – Request to award Local Voice Service to Consolidated Communications. (Barbara Patterson)

8.6 **APPROVE STIPULATED EXPULSION** – Request to approve a stipulated expulsion for Student No. 020415-01. (Deborah Sigman)

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 **ROCKLIN ACADEMY TURNSTONE PETITION** – Request to approve or deny the Rocklin Academy Turnstone Petition. (Barbara Patterson)

10.0 **INFORMATION AND REPORTS**

10.1 **WESTED SPECIAL EDUCATION STUDY UPDATE** – (Deborah Sigman)

10.2 **TRANSITIONAL KINDERGARTEN (TK) AND KINDERGARTEN (K) PROGRAM UPDATE** – (Deborah Sigman and Karen Huffines)

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 *Conference with Legal Counsel – Existing Litigation* as authorized by Government Code section 54956.9 (OAH Case No. 2014070464)

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

12.3 *Conference with Labor Negotiators* as authorized by Government Code Section 54957.6

District Representative(s): Roger Stock, Superintendent  
Barbara Patterson, Deputy Superintendent, Business and Operations  
Colleen Slattery, Assistant Superintendent, Human Resources

13.0 **RECONVENE TO OPEN SESSION**

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: MARCH 4, 2015, 6:30 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:**

January 30, 2015

**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 30th day of January 2015 in Rocklin, California.

Brenda Meadows  
Executive Assistant  
Rocklin Unified School District

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

---

**SUBJECT:** Assessment and Accountability Workshop

**DEPARTMENT:** Office of the Deputy Superintendent, Educational Services

---

**Background:**

The state of California is undergoing unprecedented changes in the areas of assessment and accountability. More rigorous standards demand a different approach to assessment and different assessments demand different approaches to determining the effectiveness of programs – accountability. Rocklin Unified is at the forefront of these changes and is taking advantage of these opportunities to provide our students the opportunities to become college and career ready.

**Status:**

The presentation will focus on systems of assessment and accountability – past, present and future. Key shifts in standards and expectations have significant policy and practical implications for RUSD. Information regarding these shifts in instruction, assessment methodology, and accountability measures will be provided. How we effectively communicate these shifts and changes to our schools and communities will be a key topic of the board discussion.

**Presenter(s):**

Deborah Sigman, Deputy Superintendent, Educational Services

**Financial Impact:**

Current year: NA  
Future years: NA  
Funding source: NA

**Materials/Films:**

**Other People Who Might Be Present:**

**Allotment of Time:**

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

**Packet Information:**

Assessment and Accountability Workshop Power Point Presentation.

**Recommendation:**

This item is provided for information only. No action is recommended.



**ASSESSMENT AND ACCOUNTABILITY  
WORKSHOP –  
TRANSITIONING TO NEW ASSESSMENT  
AND ACCOUNTABILITY SYSTEMS IN  
CALIFORNIA**

**Rocklin Unified School District  
Board of Trustees Meeting  
February 4, 2015**

---



Presented by Deborah Sigman,  
Deputy Superintendent,  
Educational Services

# Overview of Presentation

---

- Connections to Strategic Plan and Local Control Accountability Plan
- Shifting Landscapes
  - New assessments
  - New accountability
- Why is This New Assessment Important?
- Reframing the Accountability and School Effectiveness Conversation
- Crafting and Sending the Right Message

# Connections to Strategic and Local Control Accountability Plans

---

## Strategic Plan

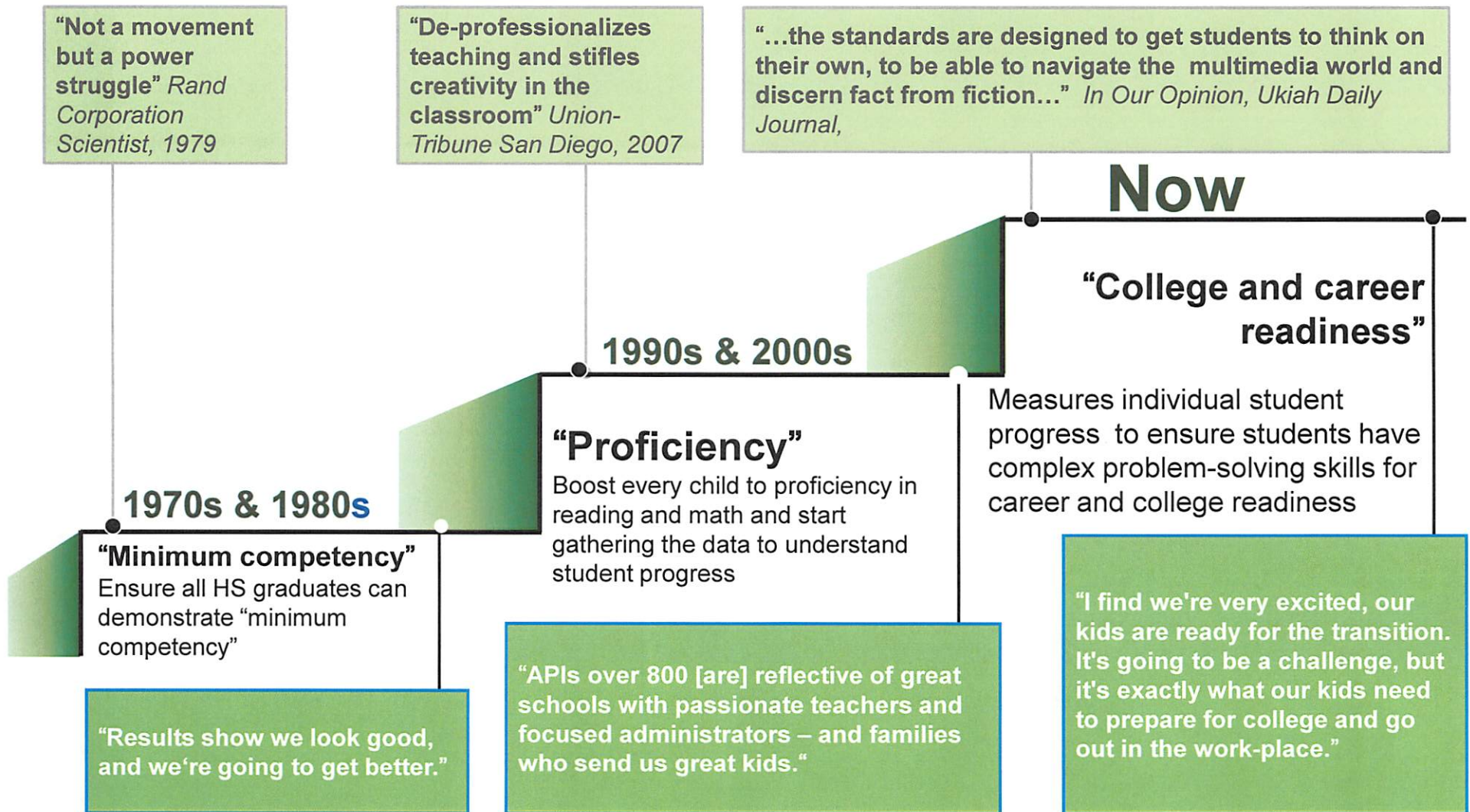
- Create student academic growth through dynamic, relevant and increasingly challenging learning experiences
  - Measure academic growth through the use of a variety of multifaceted assessments

## Local Control Accountability Plan

- Goals and Progress Indicators
  - Student achievement data will be analyzed by "all students" and numerically significant subgroups.



# Education Reform Reflected In Assessment Terms



At each inflection point people have been nervous, but each time it has been the right thing to move forward

# Where We've Been

---

- Standards-based system based on 1997-98 standards
- A somewhat prescriptive professional development program
- State-adopted instructional materials (must use for use of funds)
- Comprehensive assessment system requiring one student – one score
  - Based on primarily selected response/multiple choice
- Accountability system based solely on tests



# Where We're Headed

---

- More rigorous standards with emphasis on college and career readiness
- More local control regarding funding and instructional materials
- Professional learning customized
- **Assessments aligned to the new standards**
  - Recognizes assessment is an integral part of a cycle of standards, curriculum, and instruction
  - Demands a system that **promotes and models** high quality teaching and learning
- **Accountability based on multiple measures**

# Current Assessment and Accountability Landscape

---

- Smarter Balanced English language arts and mathematics assessments delivered this spring
- Teacher/student tools paid for by the State made available to all districts
- New state accountability system being crafted – API will change, likely in 2016
- Federal accountability system, Adequate Yearly Progress – and the Elementary Secondary and Elementary Education Act (ESEA) continues
- New assessments will be important part of LCAP and any new accountability system

# Remembering Why This Is Important

---

- Moving from assessment for accountability to
  - Assessment for learning
    - Part of the instructional cycle
    - Not an imposition
    - Integral part of the process
- Assessing the right skills
- Tools for all teachers

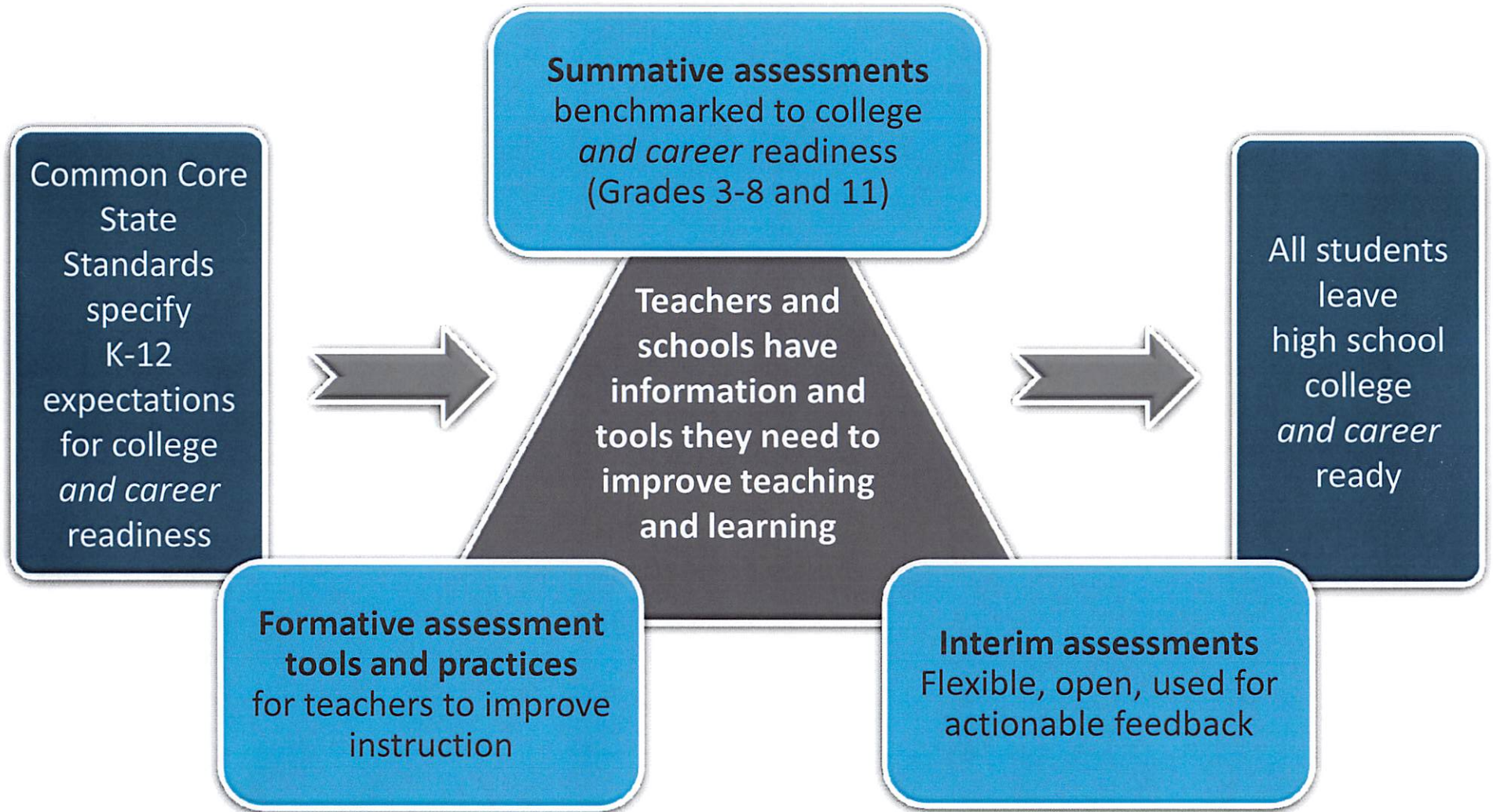


# Different Tests – Different Aspirations

---

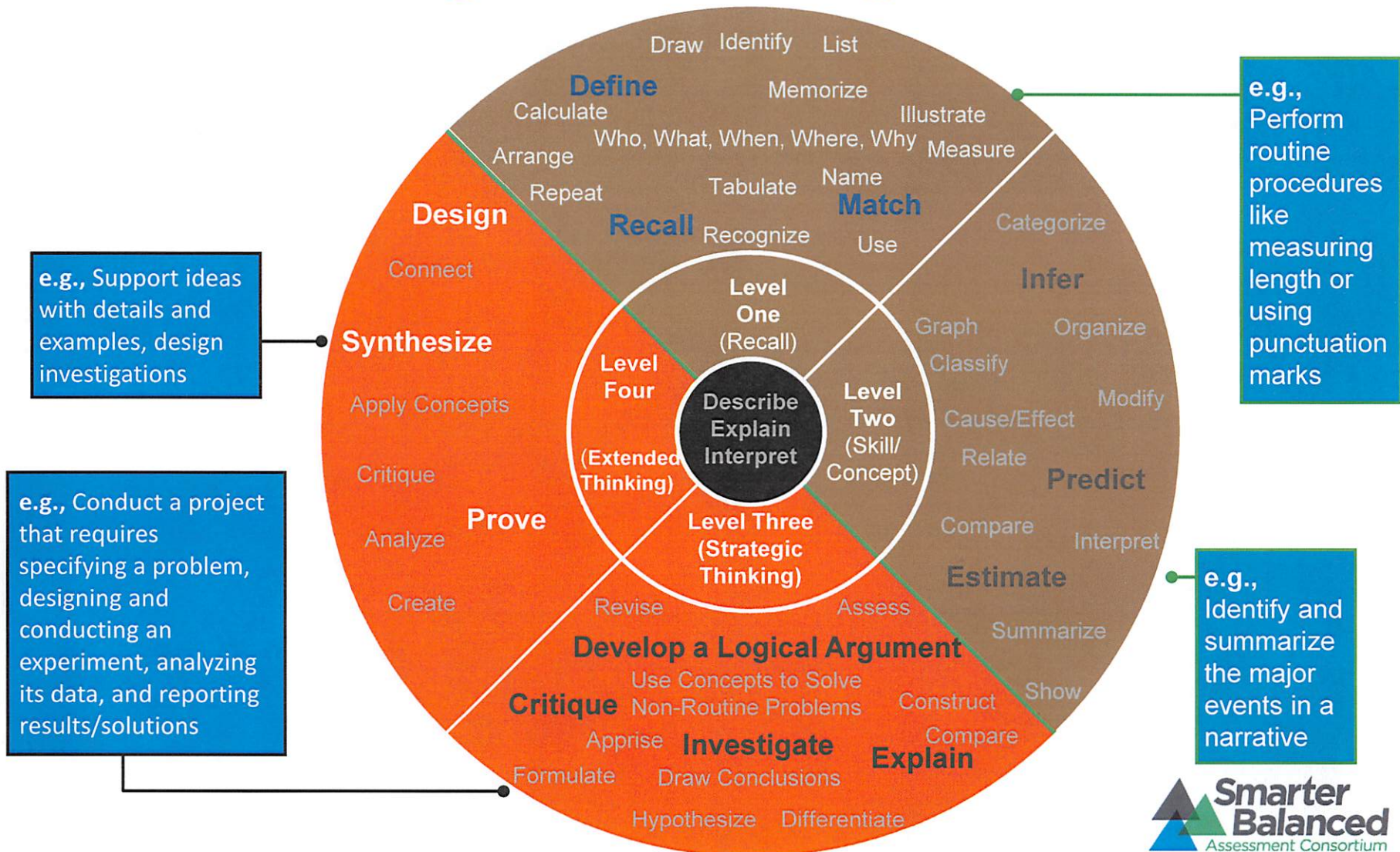
- Norm-referenced tests
  - Compares our students against a normative sample
  - Lack of alignment to standards
    - Stanford 9
    - CAT 6
- Criterion-referenced tests
  - Compares our students against a set of standards
  - Aligned to standards
    - California Standards Tests {Standardized Testing and Reporting (STAR) Program}
    - Smarter Balanced System {California Assessment System of Performance and Progress (CAASPP)}

# Purpose of A Balanced Assessment System





# More Breadth & Depth: Emphasize a Range of Thinking Skills



# Smarter Balanced Item Response Types

---

- Multiple Choice with one correct response
- Multiple Choice with multiple correct responses
- Two-part multiple choice
- Matching Tables
  - Yes/No or True/False Tables
- Fill-In Tables
- Select or order text or graphics
- Complex drag and drop
- Graphing
- Equation or numeric response
- Short Text
- Long Essay
- Performance Tasks



# Interim Assessments - What Are We Doing in RUSD?

---

- Expected to be available end of January or early February
- Comprehensive assessment
  - Commitment of instructional time
- Blocks of assessments
  - Connected to groups of standards
  - Can be used with digital library formative tools
- Develop a plan for structured use in 2015-16
- Teachers on Special Assignment (TOSAs) providing professional learning opportunities on developing and scoring performance tasks

# Digital Library – What Are We Doing in RUSD?

---

- Resources for teachers – teacher facing
- Formative tools serve as a start to the instructional process as well as a response to the interim and classroom based assessments (part of the instructional cycle)
- Principals and ELA and mathematics committee members provisioned
- Provision all teachers by end of the school year

# Digital Library – What Are We Doing in RUSD?

---

- Making sure we have a plan in place to sustain and maximize use of digital library
- Provision teachers as professional learning opportunities arise
- Teachers on special assignment (TOSAs) are incorporating use into Lesson Study
- TOSAs are training during staff meetings

# Results – What Will They Mean

---

- Scale scores on Smarter Balanced assessments
  - Use a four digit number
  - Range roughly from 2000-to-3000
- Measures of performance
- Measures of growth
- Information for students, teachers and parents
- Information for accountability systems
- Will need to reframe the conversation
  - **Baseline for future, not comparison to past**

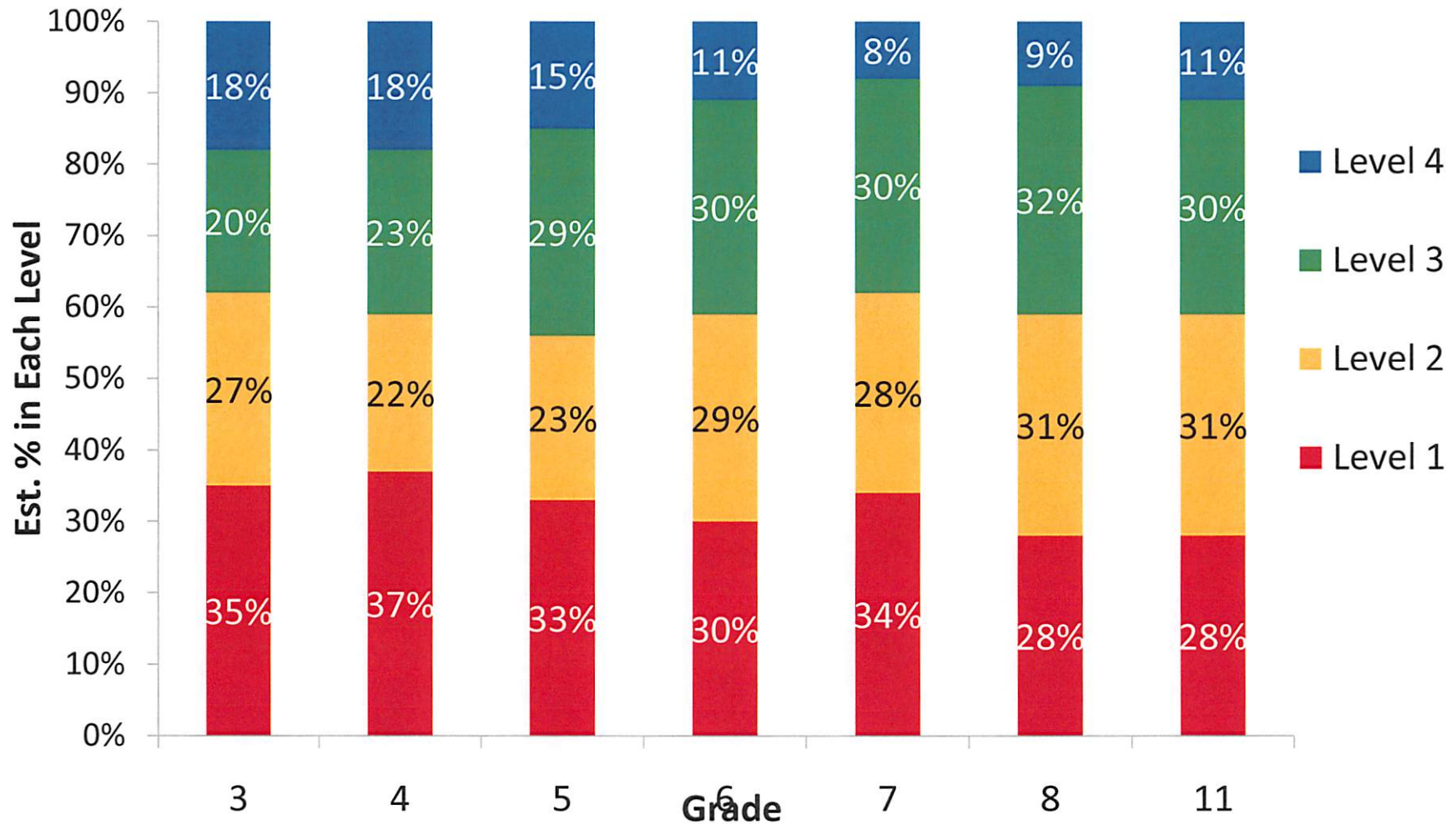


# Describing English Language Arts Performance – The End Result

---

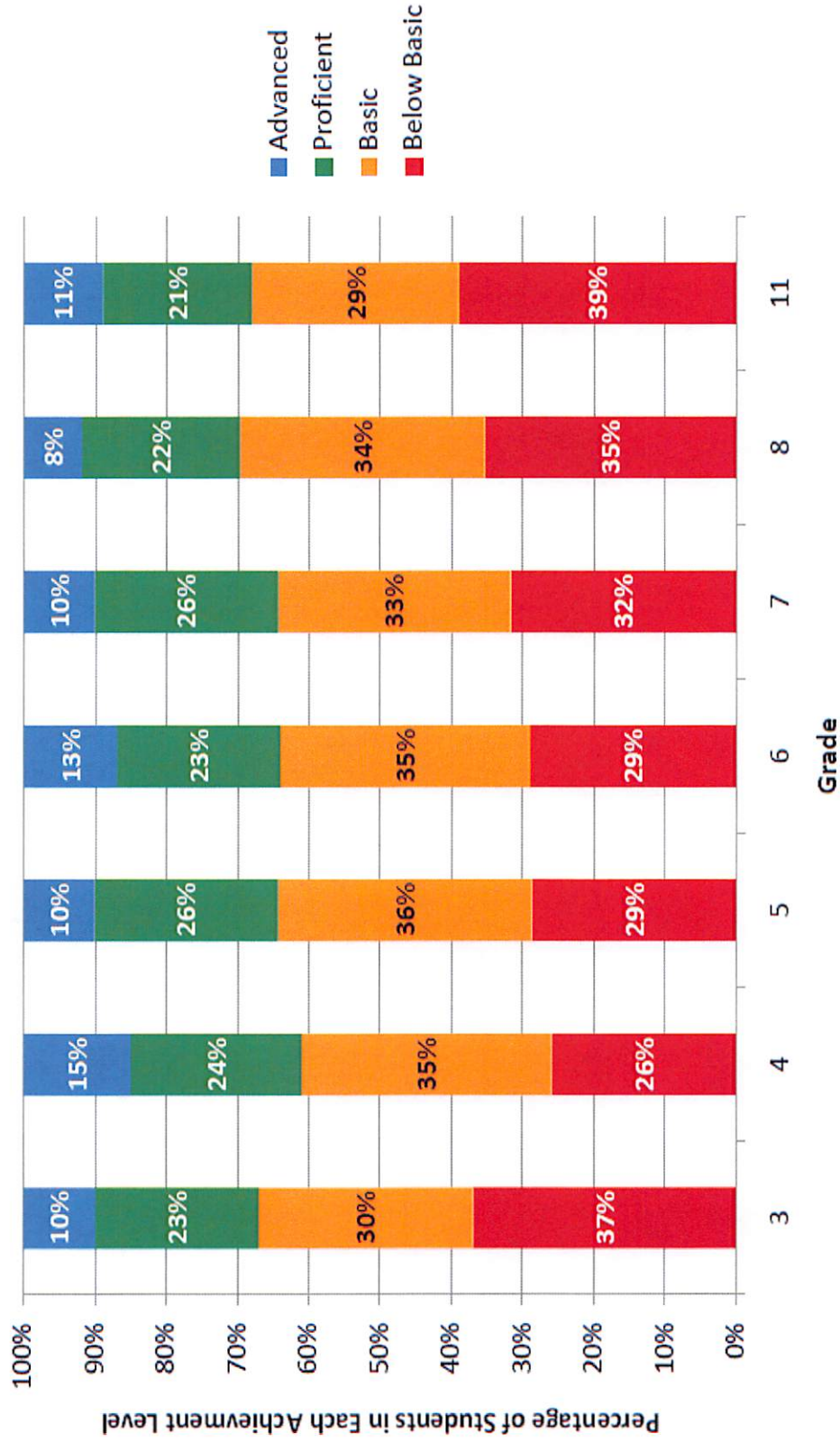
- Students who perform at the College Content-Ready level in English language arts/literacy demonstrate **reading, writing, listening, and research** skills necessary for introductory courses in a variety of disciplines. They also demonstrate subject-area knowledge and skills associated with readiness for **entry-level, transferable, credit-bearing** English and composition courses.

## ELA/Literacy: Estimated Percentage of Students at Each Achievement Level



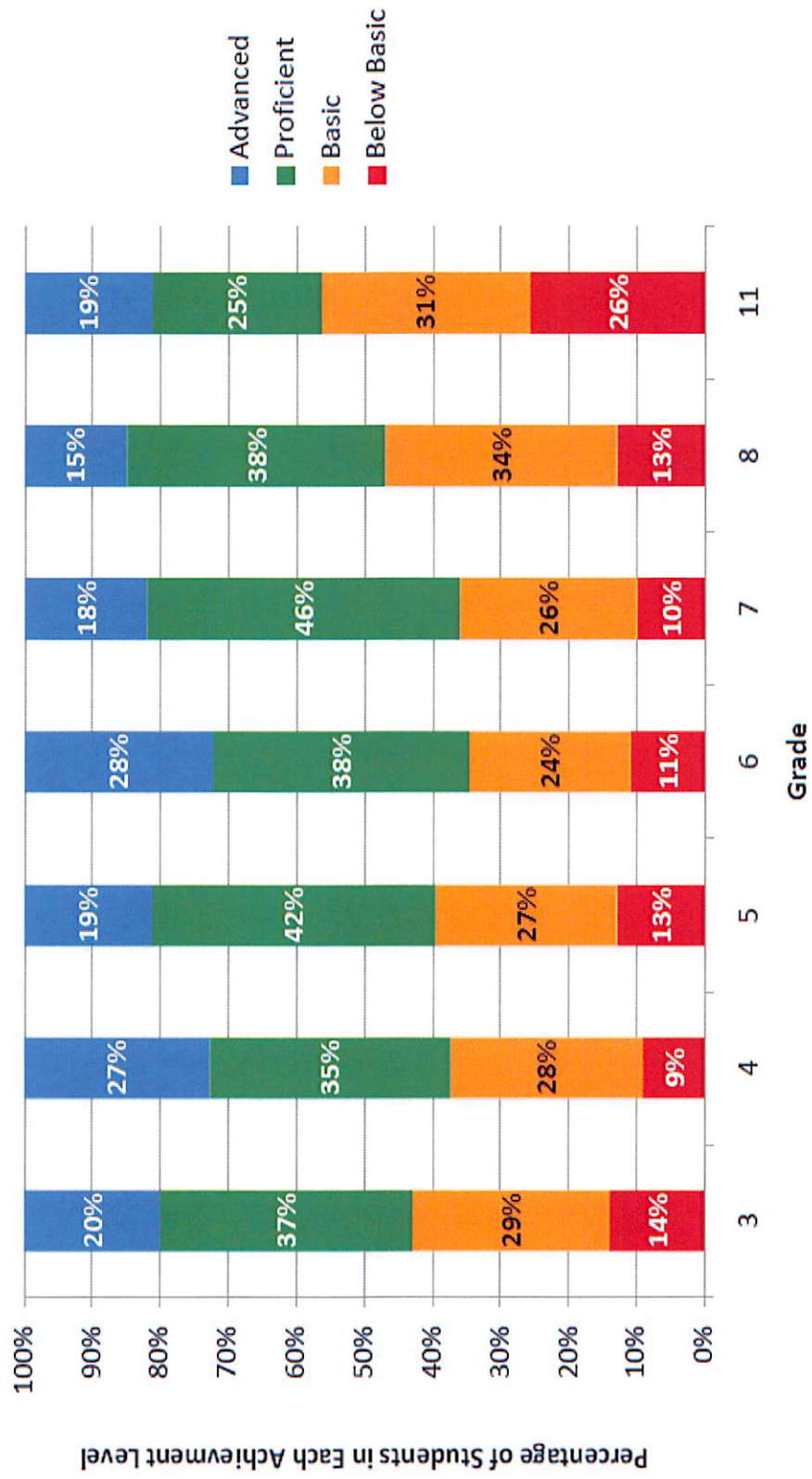
Estimates based on Spring 2014 Smarter Balanced field test conducted in 21 states and USVI.

**CST ELA: Percentage of Students at Each Achievement Level  
State 2002-2003**

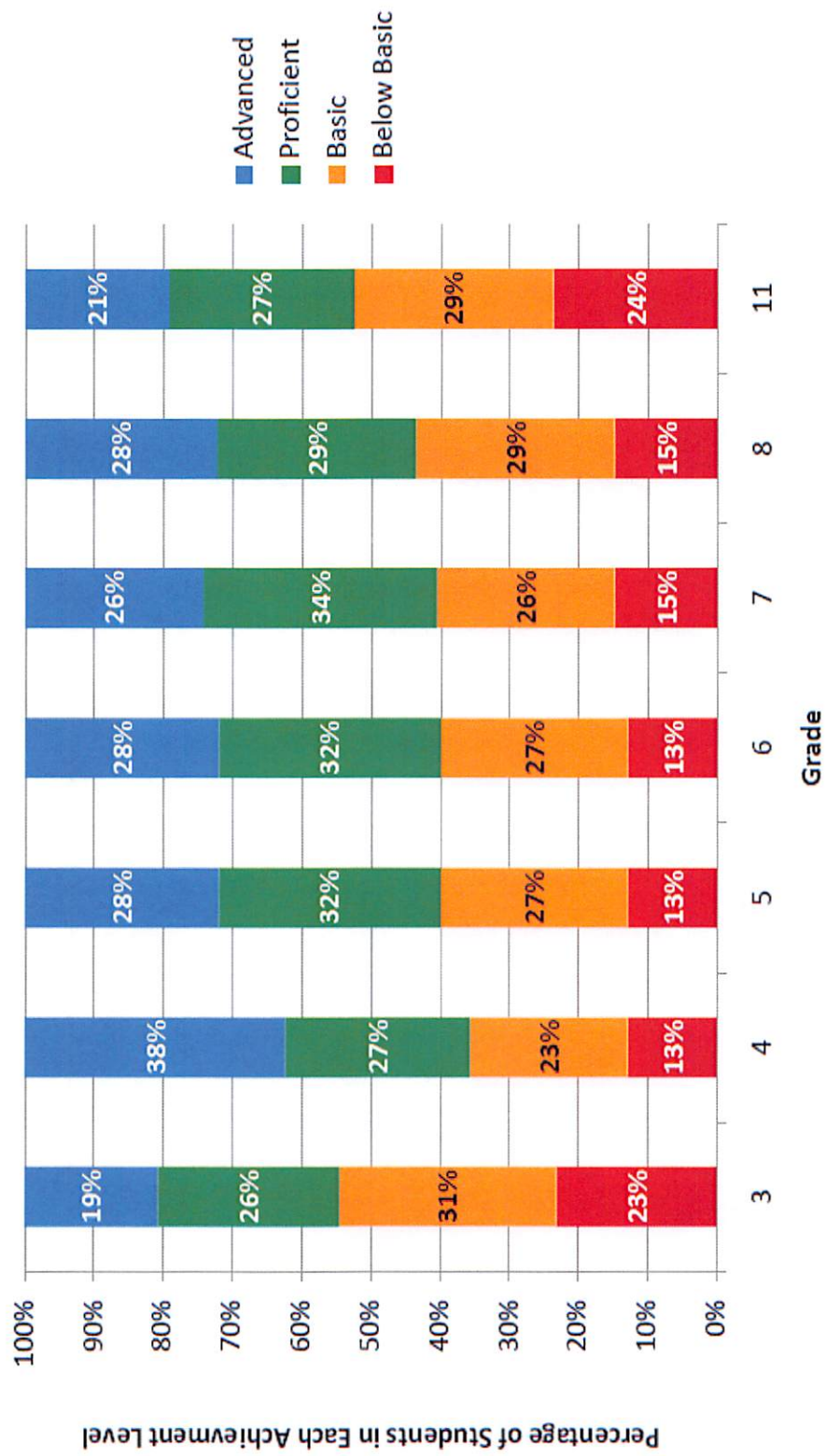




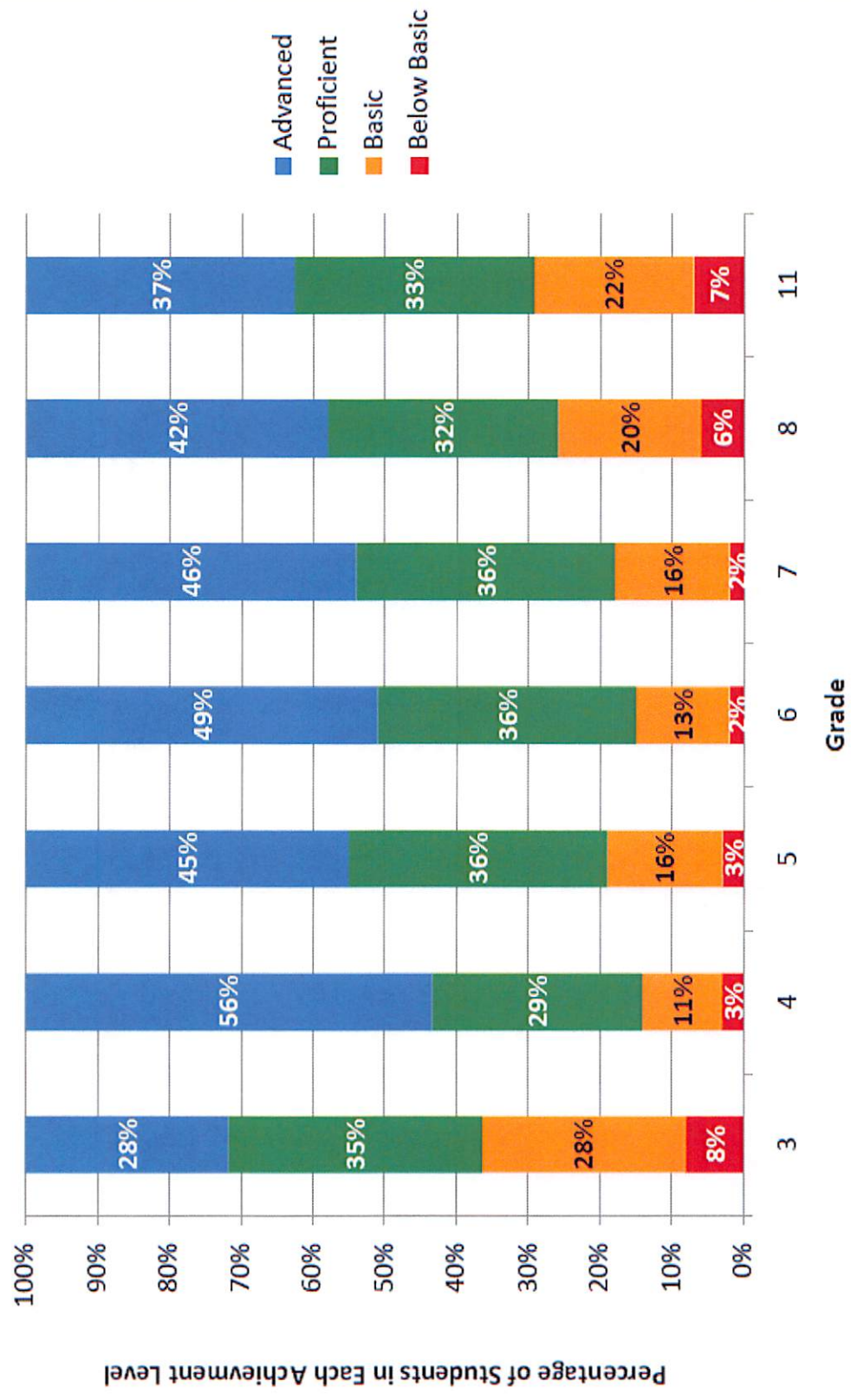
**CST ELA: Percentage of Students at Each Achievement Level  
RUSD 2002-2003**



**CST ELA: Percentage of Students at Each Achievement Level  
State 2012-2013**



**CST ELA: Percentage of Students at Each Achievement Level  
RUSD 2012-2013**



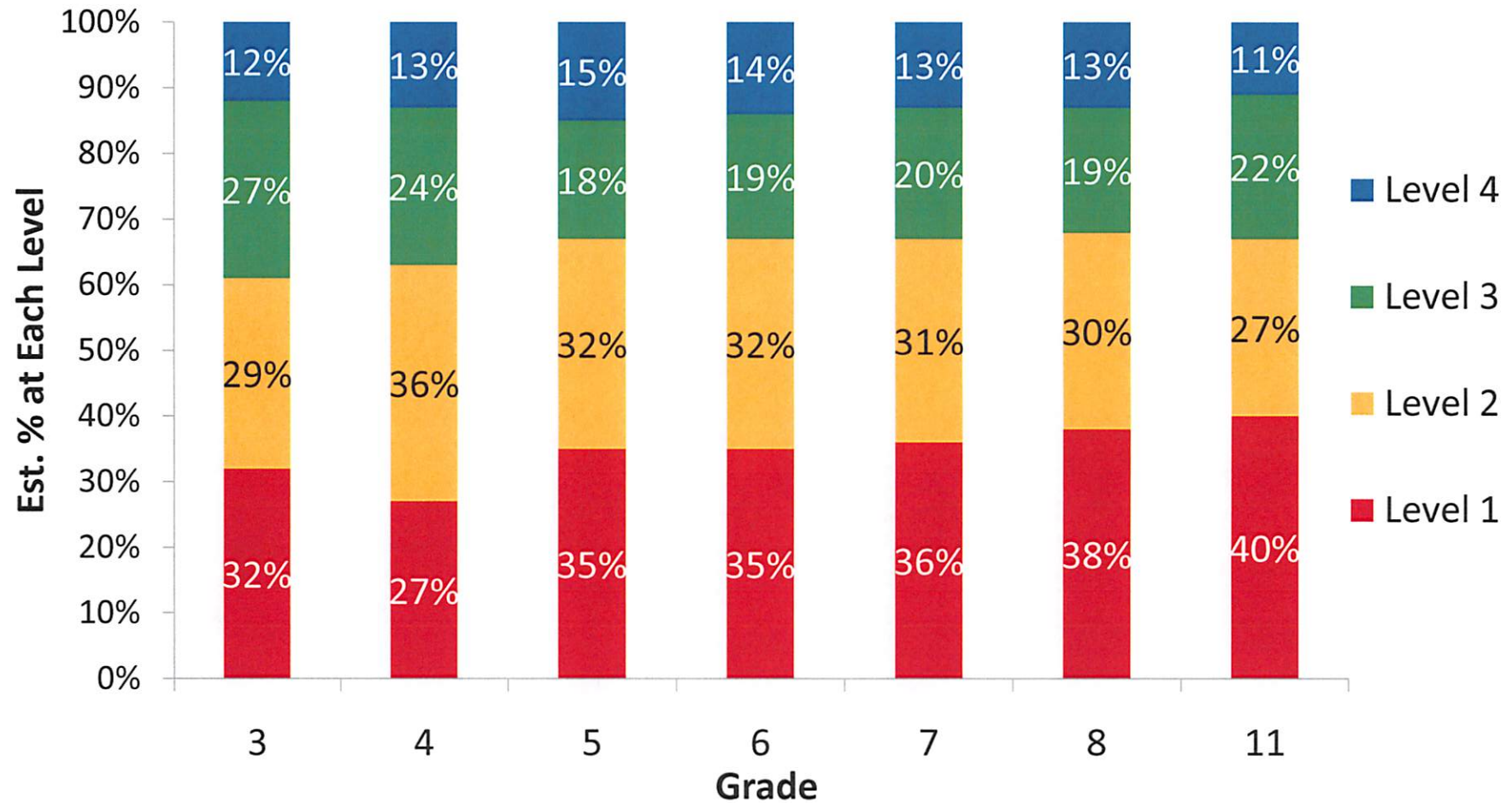


# Describing Mathematics Performance – The End Result

---

- Students who perform at the College Content-Ready level in mathematics demonstrate **foundational mathematical knowledge and quantitative reasoning skills** necessary for introductory courses in a variety of disciplines. They also demonstrate subject-area knowledge and skills associated with readiness for **entry-level, transferable, credit-bearing** mathematics and statistics courses.

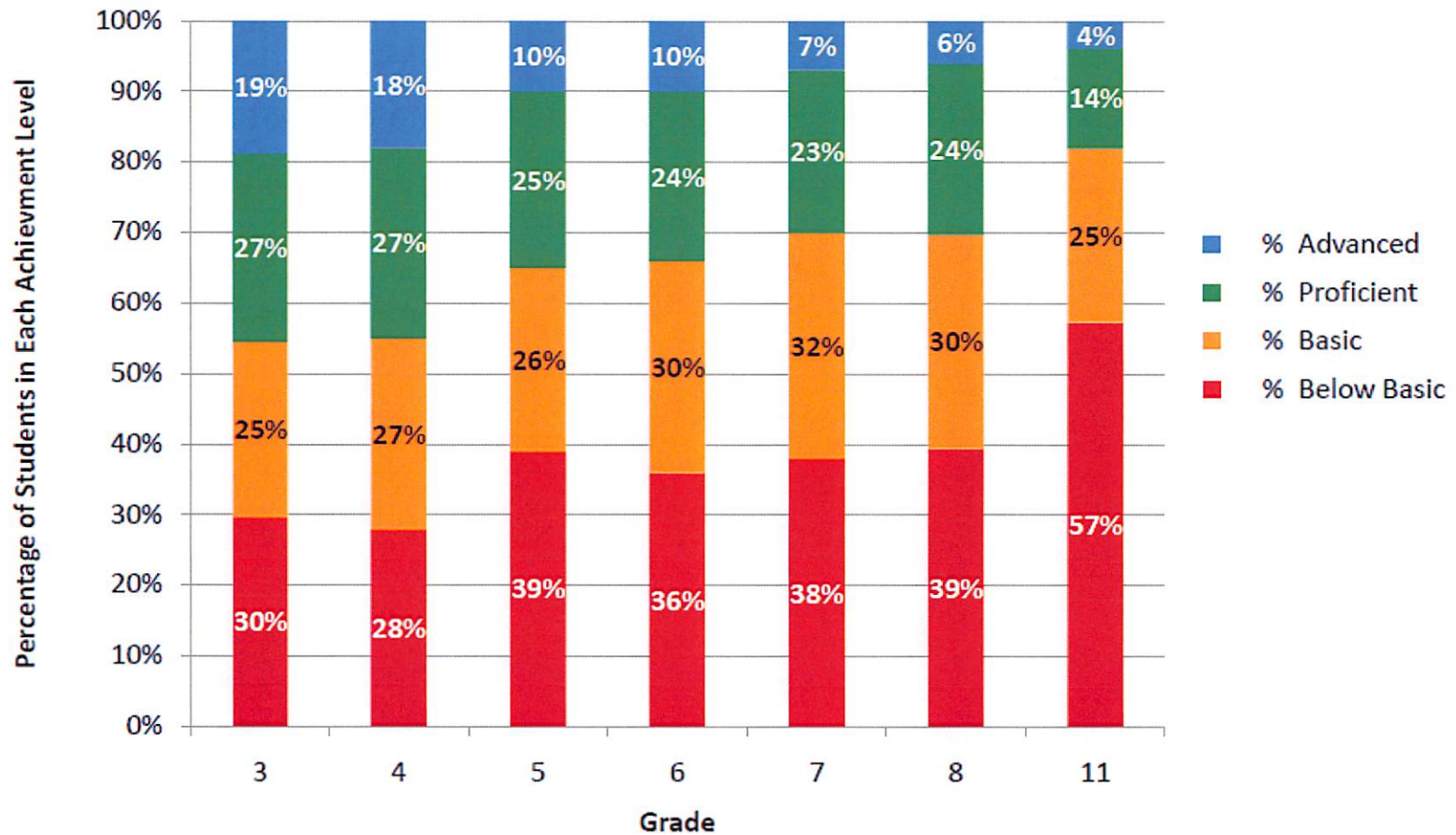
Math:  
Estimated Percentage of Students at Each Achievement Level



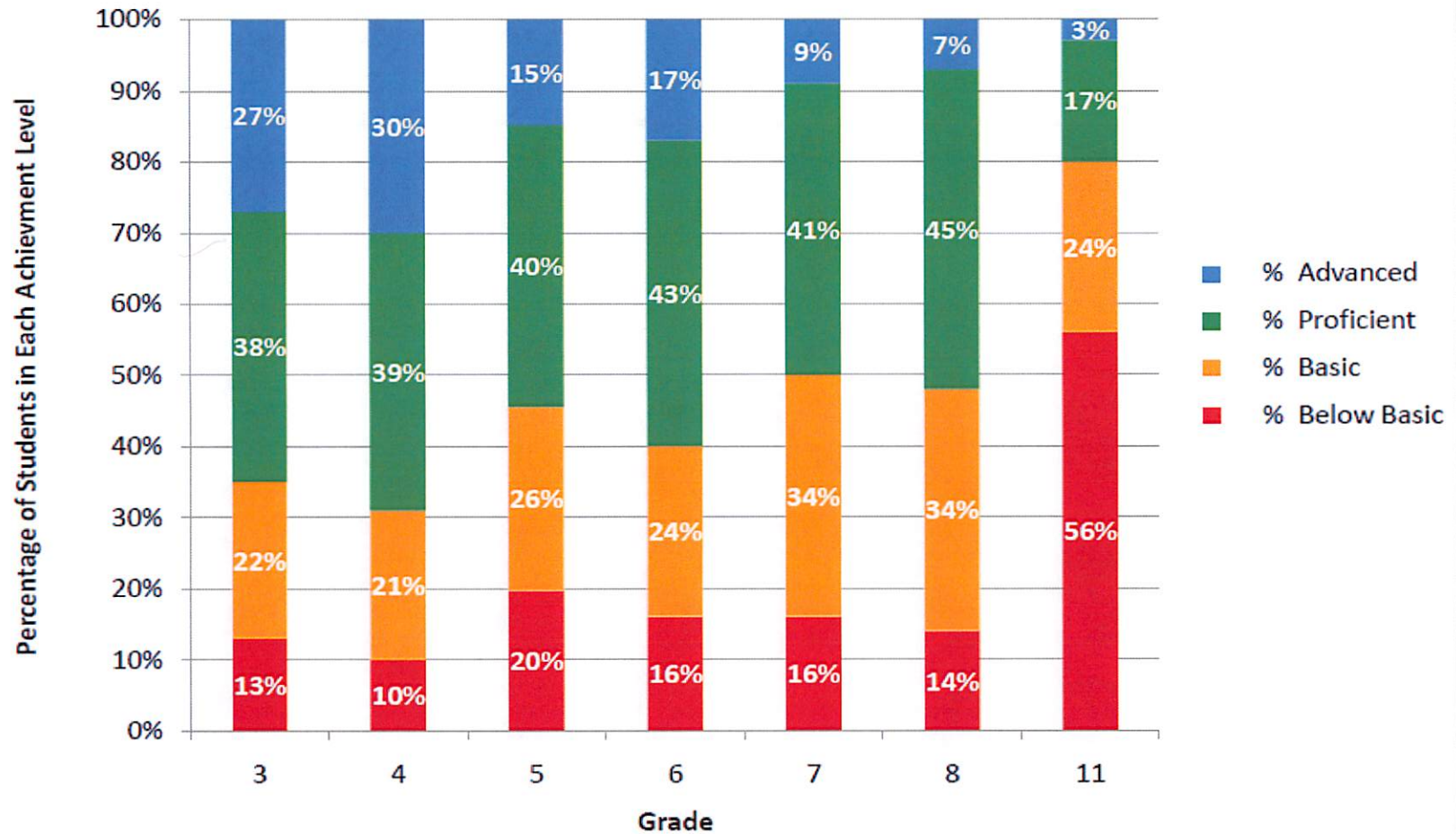
Estimates based on Spring 2014 Smarter Balanced field test conducted in 21 states and USVI.



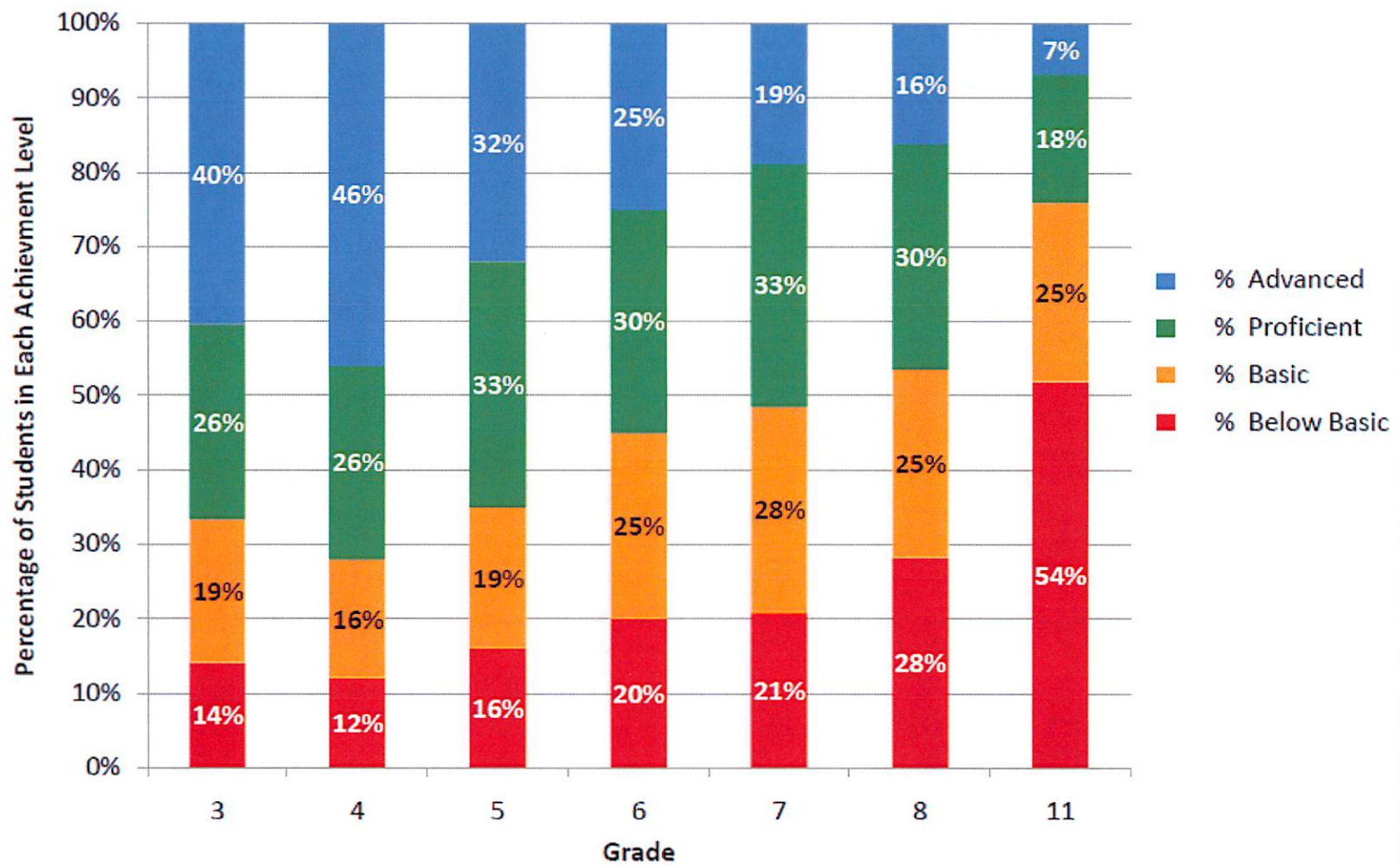
**CST Math: Percentage of Students at Each Achievement Level  
State 2002-2003**



**CST Math: Percentage of Students at Each Achievement Level  
RUSD 2002-2003**

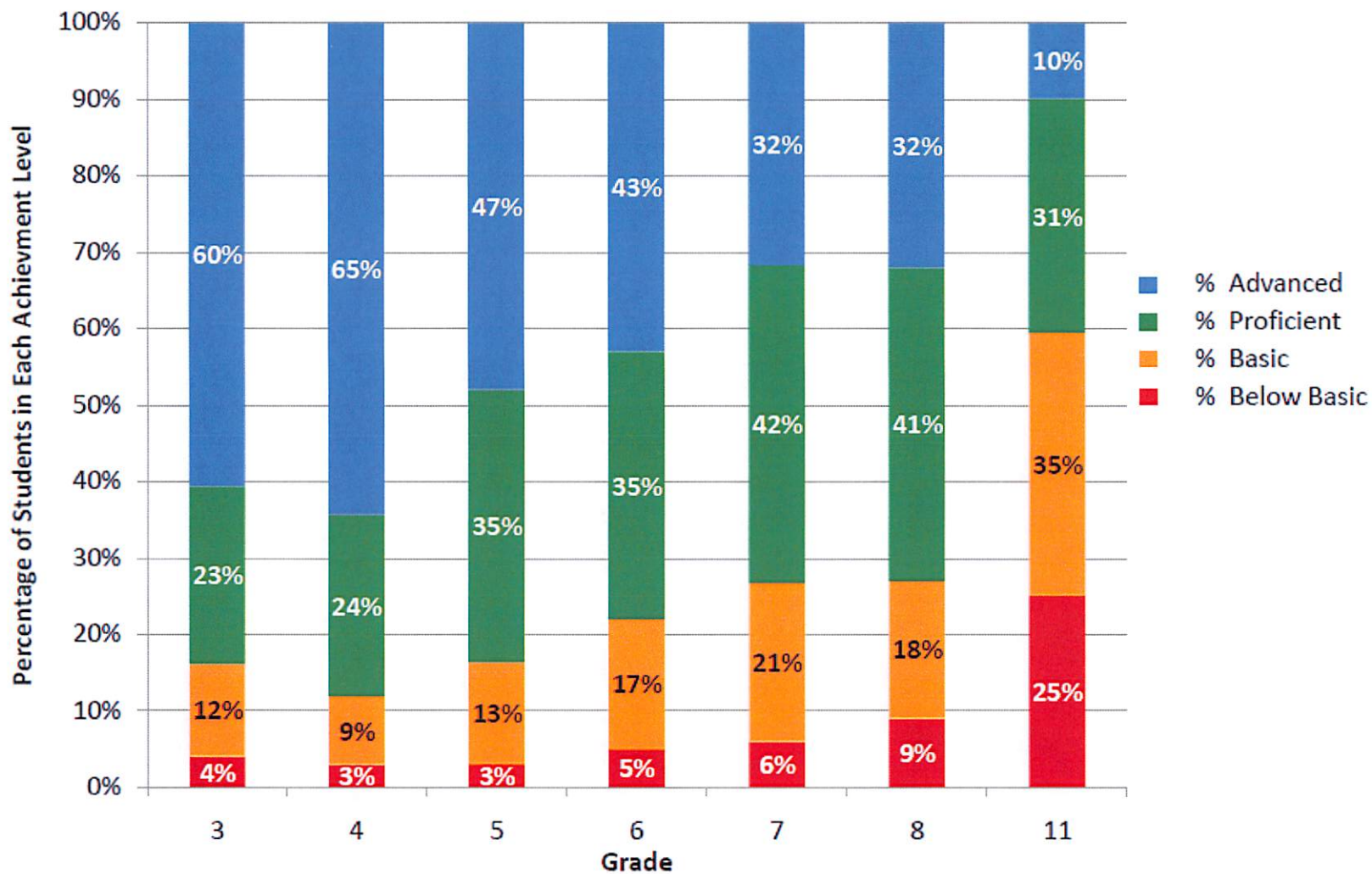


**CST Math: Percentage of Students at Each Achievement Level  
State 2012-2013**





**CST Math: Percentage of Students at Each Achievement Level  
RUSD 2012-2013**



# Results – Changing State Level Accountability

---

- Public School Accountability Act (PSAA) Advisory Committee has been meeting for over a year to provide recommendations regarding SB 1458
- SB 1458 changed the components of high school API
  - No more than 60% assessment results
  - Other parts may include college and career readiness indicators
- PSAA to make recommendations on:
  - single number vs. multiple indicators
  - alternative point scale for API
  - timing of the release for the new baseline using Smarter Balanced scores for accountability

# Results – Changing Federal Level Accountability

---

- Substitution of Smarter Balanced (SB) tests for CSTs and CAHSEE
- Proposal to use SB participation rate and graduation rate for high schools
- Proposal to use SB participation rate and attendance rate for elementary and middle schools
- Proposal to not use SB student scores in 2015 (suspension of Annual Measurable Objectives)
  - Need US Department of Education approval



# On the Horizon

---

- Possible ESEA reauthorization
- Recent discussions
  - Elimination of tests
  - Off-grade level testing
  - Elimination of use of tests for purposes of teacher evaluations

# Preparing for Results - Shaping the Message

---

- What do we want our stakeholders (parents, students, teachers, community) to know about the new assessments and the results they produce?
- How can we shape the message to benefit our teachers and students and minimize negativity towards the new standards and assessments and ultimately, an accountability system?



# Preparing for Results - Shaping the Message

---

- How do we change the conversation to be focused on improving teaching and learning?
- How will we know when we have added value to the educational experiences of all our students?
- Given that our new assessments will measure growth and accountability will look at multiple measures, how will we define an effective school?

# Crafting and Sending the Right Message

---

- Remembering the purpose
  - Assessment for learning
  - Assessment of deeper skills
  - Assessment of college and career readiness
  - Focus on teaching and learning
- Changing the conversation about school effectiveness
  - Accountability at the local level
  - Multiple sources of data
  - Schools are more than a single number
  - Adding value – more than maintaining status quo
  - Aligning resources to need

## Next Steps

---

- Meeting with district leadership to reframe accountability messaging as it relates to LCAP and Strategic Plan
- LCAP annual review will illuminate possible gaps in metrics
- RUSD and PCOE will be hosting county-wide assessment workshop
  - Develop key messages



**ROCKLIN UNIFIED SCHOOL DISTRICT**

2615 Sierra Meadows Drive Rocklin, CA 95677

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

**JANUARY 21, 2015****CLOSED SESSION — 6:15 P.M.****REGULAR MEETING MINUTES — 7:00 P.M.**

1.0 **CALL TO ORDER**— President Todd Lowell called the regular meeting of the Rocklin Unified School District Board of Trustees to order at 7:03 p.m., January 21, 2015, in the District Administration Office located at 2615 Sierra Meadows Drive, Rocklin, CA, 95677. A quorum was established.

2.0 **ROLL CALL**

Trustees Present:

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

Trustee(s) Absent:

Student Representative:

Katrina Nham, *Whitney High School*

Administrative Staff: Roger Stock, *Superintendent*; Deborah Sigman, *Deputy Superintendent Educational Services*; Barbara Patterson, *Deputy Superintendent Business and Operations*; Colleen Slattery, *Assistant Superintendent Human Resources*; Sue Wesselius, *Senior Director*; Marty Flowers, *Director*; Mike Fury, *Chief Technology Officer*; Jordan White, *Coordinator*, Beth Davidson, *Principal Spring View Middle School*, Dave Stuart, *Assistant Principal/Athletic Director Rocklin High School*.

3.0 **CLOSED SESSION** – The Board adjourned to closed session at 6:15 P.M. regarding the following matters:

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

**RECONVENE TO OPEN SESSION** – President Lowell reconvened the meeting to open session at 7:03 P.M.

**REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken in closed session.

4.0 **PLEDGE OF ALLEGIANCE** – Katrina Nham introduced the Whitney High School AFJROTC Color Guard then led the Board and audience in the Pledge of Allegiance.

5.0 **SPECIAL RECOGNITIONS/PRESENTATIONS** – Director of Secondary Education, Marty Flowers, introduced Lynne Meiers, teacher at Spring View Middle School. Meiers was recently honored as a Region 3 Finalist for Educator of the Year by California League of Middle School (CLMS). Meiers shared her speech presented as a finalist, “Lessons Taught To Me By My Students, Why I Do What I Do.”

Todd Lowell congratulated Meiers on her impressive nomination and thanked her for sharing her moving speech with the Board. Lowell stated that it was clear the impact she has made on students over the years and affirmed the good work she continues to do as a standout teacher in the District. On

behalf of the Board, Lowell thanked Meiers for her dedication and commended her for being nominated for such an important and prestigious educational award.

- 6.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – Todd Lowell welcomed all visitors and invited them to speak on agenda items at the conclusion of the Board’s discussion. He also invited visitors to speak at this time regarding non-agenda items and announced that the public portion of the meeting would be recorded. The following comments regarding non-agenda items were noted:

No public comment was made regarding non-agenda items.

- 7.0 **COMMENTS FROM STUDENT REPRESENTATIVE(S)** – Student Representative Katrina Nham provided a detailed report on a variety of District-wide events happening at elementary and secondary schools.

- 8.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Wendy Lang shared that she attended the Rocklin Business Excellence Awards last week, where the host of the event was new to Rocklin and was drawn to the area by its outstanding public schools. Lang stated that it is because of Rocklin’s excellent teachers that our District continues to draw new families to the area. Greg Daley thanked Meiers for her excellent teaching contribution and reflected on how she motivated his own daughters to learn and grow as students. He has great memories of Spring View History Days, where she was a leader in the program. Camille Maben stated that teachers and educators never know the life long influence they have on students, but is thankful for teachers like Meiers who “keep on giving.” Maben shared that it was clear that Meiers passion for her work and on going commitment to excellence has touched hundreds, if not thousands of students. Susan Halldin thanked Meiers for the excellent job she has done as a teacher and was happy her daughter had the chance to be in Meiers class in middle school. Halldin shared a fond memory of students in Meiers class doing college and career library research and the excellent way she prepared students for future success. Halldin also shared that she has been busy visiting RUSD school sites and is enjoying learning from staff and students. Todd Lowell shared that he too attended the recent Rocklin Business Excellence Awards and congratulated Susan Halldin’s husband, Bill Halldin, for winning the award as Business Person of the Year. Lowell also thanked the teachers in the Board Meeting audience for attending and personally thanked Julie Wright, Breen teacher, for the profound impact she had on his daughter’s education. Superintendent Roger Stock shared that he is looking forward to attending the Whitney High School student fundraiser Black and White dinner on January 24 and commended students for their fund raising efforts. Stock also thanked Lynne Meiers on her nomination as a Region 3 Finalist for Educator of the Year by California League of Middle School (CLMS) and her outstanding representation of the District.

9.0 **ACTION ITEMS - CONSENT CALENDAR**

- 9.1 **BOARD MINUTES** – Request to approve Board minutes.  
9.1.1 Jan 7, 2015 (Regular Meeting)
- 9.2 **CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
- 9.3 **CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 9.4 **BILL WARRANTS** – Request to approve bill warrants. (Barbara Patterson)
- 9.5 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 9.6 **DONATIONS** – Request to accept District donations. (Barbara Patterson)

- 9.7 **ACCOUNTING, TEXT BOOK ADOPTION –** (Martin Flowers)
- 9.8 **APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS –** Request approval of the Quarterly Report on Williams Uniform Complaint, for the quarter ending December 31, 2014. (Deborah Sigman)
- 9.9 **AWARD EQUIPMENT BID FOR RHS MANUFACTURING CLASS –** Request to award equipment bid for RHS Manufacturing class to Selway Machine Tool Company. (Barbara Patterson)
- 9.10 **RATIFY CONTRACT WITH WALLACE KUHL & ASSOCIATES, INC. FOR CONSTRUCTION TESTING SERVICES FOR THE GRANITE OAKS MIDDLE SCHOOL EXPANSION PROJECT –** Request to approve contract with Wallace Kuhl & Associates, Inc. for construction testing services for the Granite Oaks Middle School expansion project and authorize Superintendent or his designee to sign on his behalf. (Sue Wesselius)
- 9.11 **APPROVE PROPOSAL WITH CALIFORNIA DESIGN WEST ARCHITECTS FOR ARCHITECTURAL SERVICES FOR THE REPLACEMENT OF 7 RELOCATABLES AND THE ADDITION OF 8 CLASSROOMS AT GRANITE OAKS MIDDLE SCHOOL –** Request approval of proposal with California Design West Architects for architectural services as required for the replacement of 7 relocatables with permanent construction and the addition of 8 classrooms at Granite Oaks Middle School and authorize Superintendent or his designee to sign on his behalf. (Sue Wesselius)
- 9.12 **APPROVE 2014-15 CAREER TECHNICAL EDUCATION (CTE) ADVISORY COMMITTEE –** Request approval of the 2014-15 CTE Advisory Committee.(Deborah Sigman)
- 9.13 **OVERNIGHT FIELD TRIP(S) –** Request to approve the following overnight field trips. (Deborah Sigman)
- 9.13.1 Spring View Middle School, grade 7, to attend the Pacific Environment Educational Camp Overnight Field Trip in Fort Bragg, CA (March 23 – March 27, 2015).
- 9.13.2 Spring View Middle School Honor Band, Jazz Band and Orchestra classes, grades 7 – 8, to participate in the Heritage Festival Overnight Field Trip in Anaheim, CA (April 10 – April 13, 2015).
- 9.13.3 Rocklin Independent Charter Academy (RICA) students, grade 9, to participate in an Overnight Science Camp Field Trip to the Marin Headlands, in Marin, CA (April 6 – April 8, 2015).

Following this 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: Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell– aye.

## 10.0 **ACTION ITEMS – REGULAR AGENDA**

- 10.1 **2014-15 AND 2015-16 BOARD MEETING SCHEDULE PROPOSED REVISIONS –** Superintendent Roger Stock, in response to a request by the Board of Trustees, presented a revised draft of the 2014-15 Board Meeting Schedule and draft of the 2015-16 Board Meeting Schedule for proposed revision.

A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to approve the revised 2014-15 Board Meeting Schedule. Motion passed unanimously.



Comments: The Board of Trustees discussed moving the start time of future Board Meetings (Regular Session) to 6:30 P.M.

A **MOTION** was made by Susan Halldin and seconded by Wendy Lang to change the start time of Regular Sessions at Board Meetings from 7:00 P.M. to 6:30 P.M. Motion passed unanimously.

- 10.2 **ADOPT RESOLUTION 14-15-09 CALLING ON THE LEGISLATURE AND THE GOVERNOR TO REPEAL SECTIONS 26 AND 27 OF SB 858, LOCAL RESERVES CAP** – Deputy Superintendent Business and Operations, shared with the Board that on June 20, 2014, the Governor signed into law SB 858 which includes new language requiring school districts to spend their assigned and unassigned fund balances down to no more than two times the minimum level of the statutory reserve for economic uncertainties for the district (6% for Rocklin USD) in the fiscal year following the fiscal year in which the State of California makes a payment of any amount to the Public School System Stabilization Account. The California School Boards Association and Legislative Analyst’s Office support the repeal of these sections of SB 858.

A **MOTION** was made by Susan Halldin and seconded by Wendy Lang to adopt Resolution 14-15-09 calling on the Legislature and the Governor to repeal sections 26 and 27 of SB 858, Local Reserves Cap. Motion passed unanimously by the following roll call vote: Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell– aye.

- 10.3 **APPROVE CONTRACT WITH PUBLIC SCHOOL WORKS** – Colleen Slattery, Assistant Superintendent Human Resources, recommended contract approval with Public School Works and shared with the Board that the Human Resources and Technology Services has sought out web based training alternatives to increase efficiency, access and improve tracking of trainings and reduce costs. The recommendation is aligned with District Strategic Plan Strategy 3, “continuously build individual and organizational capacity, and seek additional resources and partnerships to fulfill our mission”; as well as activated Action Plan 3.2, “create and implement a plan for blended professional development.” This will assist the District to remain compliant with new laws and providing access in an “on-demand” basis. Examples of trainings to be utilized are, but not limited to: Sexual Harassment Prevention for supervisory employees, Blood borne Pathogens, Child Abuse Reporting, and Harassment Prevention for all employees. Once implemented, staff may utilize a menu of optional trainings available in the areas of risk management and Injury, Illness, and Prevention. The Human Resources Department is presenting a contract with Public School Works for their Employee Safe Suite which will replace current methods and processes for training.

Comments: Wendy Lang asked if the District is allowing employees to complete the Public School Works tests in a variety of ways, depending on how the employee is most comfortable testing (ie: online, written, etc). Slattery answered, “Yes, the District’s testing model is multi-faceted and allows employees to take tests in a variety of ways.” Lang asked when the contract would become effective. Slattery responded that the contract takes effect Jan 21, 2015, once it is Board approved.

A **MOTION** was made by Greg Daley and seconded by Camille Maben to approve the contract with Public School Works for computer based mandated trainings effective Jan 21, 2015. Motion passed unanimously.

10.4 **BOARD POLICY (BP), ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E)**  
 10.4.1 AR 4115 Evaluation/Supervision – revised

Todd Lowell asked for the following revisions to AR 4115. Removal of last paragraph on page 1 of the draft AR and deletion of the words “meeting or” on item 2.c on page 2.

A **MOTION** was made by Todd Lowell and seconded by Camille Maben to approve AR 4115 with noted revisions. Motion passed unanimously.

10.5 **BOARD POLICY (BP), ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E)**  
 10.5.1 BP 6172 Gifted and Talented Education Program – revised  
 10.5.2 AR 6172 Gifted and Talented Education Program – revised

A **MOTION** was made by Greg Daley and seconded by Wendy Lang to approve BP 6172 and AR 6172. Motion passed unanimously.

11.0 **INFORMATION AND REPORTS**

11.1 **GOVERNOR’S PROPOSED BUDGET UPDATE**

Comments: Barbara Patterson, Deputy Superintendent Business and Operations, shared with the Board of Trustees that the Governor presented his Budget Proposal for 2015-16 on January 9, 2015. The presentation included:

- Economy and Governor’s Proposed Budget
- Local Control Funding Formula (LCFF)
- One Time Discretionary Funds
- Managing Volatile Budget Projections
- Impact of CalSTRS and CalPERS Rate Increases

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

Comments: Wendy Lang asked if staff could provide the Board of Trustees with information regarding the Self Contained GATE program (enrollment, wait list, interest, capacity). Stock shared that the District will finalize its data and provide information to Trustees in a Board Communication. Susan Halldin asked if data is available regarding families exiting the District. Deborah Sigman responded that the District is actively collecting this data and will share it with Trustees in a Board Communication.

13.0 **CLOSED SESSION** – Closed session convened at 9:00 P.M. regarding the following matters:

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

13.2 *Conference with Labor Negotiators as authorized by Government Code Section 54957.6:*

District Representative(s): Roger Stock, Superintendent  
 Barbara Patterson, Deputy Superintendent, Business and Operations  
 Colleen Slattery, Assistant Superintendent, Human Resources

14.0 **RECONVENE TO OPEN SESSION** – President Lowell reconvened the meeting to open session.

15.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken in closed session.

16.0 **ADJOURNMENT** – President Lowell adjourned the meeting at 10:27 P.M.

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





**CLASSIFIED PERSONNEL REPORT**

**RESIGNATIONS:**

1. Maura Picano, Bus Driver, Transportation Department, 01/23/15
2. Michael Conklin, Special Ed Instructional Aide II, Whitney High School, 01/23/15
3. Jamilee Fajardo, Instructional Aide I – Elementary K-6, Rocklin Elementary School, 01/28/15
4. Pamela Espinoza, Bus Driver, Transportation Department, 01/30/15

**RECLASSIFICATION:**

5. Alicia Sciscio, Secretary to the Assistant Principal, Rocklin High School, 01/16/15

**NEW HIRES:**

6. Angela Conduff, Health Aide and Instructional Aide I – Elementary K-6, Parker Whitney, 01/15/15
7. Marissa Goodnough, Discipline Technician, Victory High School, 01/15/15
8. Sonji Toston, Licensed Vocational Nurse, District Wide, 01/22/15
9. Robin Sparks, Instructional Aide I – Elementary K-6, Antelope Creek Elementary, 01/23/15
10. Debora Kretzmer, Special Ed Aide II, Sierra Elementary School, 01/23/15
11. Lisa Cadoret-Lewis, Instructional Aide I – Elementary K-6, Sunset Ranch Elementary, 01/26/15
12. Kalyne Pointer, Nutrition Services Worker I, Rocklin High School, 01/26/15

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 increases for salaries, non-public agency contracts and legal costs, as well as the settlement of the PERB litigation.

**Presenter:**

Barbara Patterson, Deputy Superintendent Business and Operations

**Financial Impact:**

Current year: General Fund (\$991,458), Charter Fund (\$8,498), Cafeteria Fund (\$59,257), Developer Fees (\$200,109) and County School Facilities \$1,749.  
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.

<b>FUND 01 - GENERAL FUND</b>		
Beginning Excess of Revenues over Expenditures		\$ (747,601)
<b>Revenues</b>		
Increase in local unrestricted donations	\$ 13,076	
Increase in salary abatements	15,057	
Increase in federal awards	21,039	
Increase in RDA facilities funds	25,795	
Increase in local restricted donations	21,908	
Increase in miscellaneous revenues	3,381	
Total Increase in Revenues		100,256
<b>Transfers In</b>		
Decrease transfers in from other funds		(1,749)
<b>Total Increase in Revenues and Transfers In</b>		<u>98,507</u>
<b>Expenditures</b>		
Net increase for change in salary and benefits, substitutes and vacancy savings	283,728	
Increase for PERB litigation	465,723	
Increase in repairs	18,326	
Increase in non-public agency contracts	115,134	
Increase in legal fees	106,367	
Increase in federal expenditures	434	
Increase in Cenergistic fees	50,000	
Increase in local unrestricted donations	12,886	
Increase in local restricted donations	21,908	
Increase in mental health special education expenditures	15,459	
Total Increase in Expenditures		1,089,965
Revised Excess of Expenditures over Revenues		(1,739,059)
Revised Beginning Fund Balance		13,369,867
Revised Ending Fund Balance		<u>\$ 11,630,808</u>



<b>FUND 09 CHARTER SCHOOL</b>		
Beginning Excess of Revenues over Expenditures		\$ 75,245
Expenditures		
Increase in staffing/benefits and vacancy savings	\$ 716	
Increase in materials and supplies	5,682	
Increase in services	2,100	
Total Increase in Expenditures		8,498
Revised Excess of Revenues over Expenditures		66,747
Revised Beginning Fund Balance		44,695
Revised Ending Fund Balance		\$ 111,442

<b>FUND 13 CAFETERIA</b>		
Beginning Excess of Revenues over Expenditures		\$ 88,621
Revenues		
Decrease in local food sales	\$ (69,000)	
Increase in federal and state reimbursement program	13,000	
Total Decrease in Revenues		(56,000)
Expenditures		
Decrease in staffing/benefits for food service workers and vacancy savings	(375)	
Increase in materials and supplies	3,632	
Total Increase in Expenditures		3,257
Revised Excess of Revenues over Expenditures		29,364
Revised Beginning Fund Balance		480,643
Revised Ending Fund Balance		\$ 510,007

<b>FUND 25 DEVELOPER FEES</b>		
Beginning Excess of Revenues over Expenditures		\$ 643,949
Expenditures		
Decrease for WHS portable project	\$ (45,891)	
Increase for Granite Oaks expansion	246,000	
		200,109
Revised Excess of Expenditures over Revenues		443,840
Revised Beginning Fund Balance		3,694,485
Revised Ending Fund Balance		\$ 4,138,325

<b>FUND 35 SCHOOL FACILITIES</b>		
Beginning Excess of Expenditures over Revenues		\$ (36,050)
Transfer Out		
Transfer unused funds back from Fund 01		(1,749)
Revised Excess of Expenditures over Revenues		(34,301)
Revised Beginning Fund Balance		2,427,435
Revised Ending Fund Balance		\$ 2,393,134

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

---

**SUBJECT:** Reject Claim No. R1416  
**DEPARTMENT:** Office of the Deputy Superintendent of Business & Operations

---

**Background:**

It is standard practice for the Board to reject claims.

**Status:**

This claim will be forwarded to USI (formerly Wells Fargo Insurance Services, USA, Inc.) after rejection.

**Presenter:**

Barbara Patterson

**Financial Impact:**

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

**Materials/Films:**

None

**Allotment of Time:**

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

**Packet Information:**

Confidential copy of the claim is included in board's packet.

**Recommendation:**

Reject claim No. R1416

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

---

SUBJECT: Award Bid for Telecommunication Service / Local Voice  
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

---

**Background:**

The District went to bid for Telecommunications Service/Local Voice Service for 2015-16. Bids were received from two responsible bidders.

**Status:**

Bids were received from the following vendors: Consolidated Communications  
WAVE Division Holdings, LLC

The bids were reviewed by the Senior Director, Facilities & Operations and it was determined to award the bid to Consolidated Communications for up to five years. Extensions can be renewed on a yearly basis.

Consolidated Communications is our current provider at the three sites within their territory.

**Presenter:**

Barbara Patterson, Deputy Superintendent Business and Operations

**Financial Impact:**

Current year:  
Future years:           2015-16                   \$10,528.40  
                                  2016-17& 2017-18       \$ 9,700.40  
                                  2018-19& 2019-20       \$ 8,788.30  
Funding source:       Unrestricted General Fund

**Materials/Films:**

None

**Other People Who Might Be Present:**

**Allotment of Time:**

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

**Packet Information:**

None

**Recommendation:**

Award Local Voice Services to Consolidated Communications.



ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

---

SUBJECT: Approve or Deny Rocklin Academy Turnstone Petition for Renewal

DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

---

**Background:**

The Rocklin Academy has submitted a renewal petition for Rocklin Academy (RA) (Turnstone location) which provides a K-6 program located at the Ruhkala Elementary School. Charter petitions must be submitted for renewal to the Local Educational Agency (LEA) once every five years. A public hearing is held with the purpose of receiving feedback and input from staff and the community regarding the overall educational and operational programs of the charter and to determine if the charter has shown compliance with the legal requirements and conditions set forth in the petition.

**Status:**

Trustees held a public hearing during its regular meeting on December 11, 2014. District staff and legal counsel have been reviewing the charter petition renewal submitted and will make a presentation on the recommended findings of fact at the Board meeting.

**Presenter:**

Barbara Patterson

**Financial Impact:**

Current year:

Future years:

Funding source

**Materials/Films:**

None

**Other People Who Might Present:**

Phil Spears, Superintendent of Rocklin Academy

**Allotment of Time:**

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

**Packet Information:**

Findings of Fact will be finalized next week.

**Recommendation:**

After review of petition by legal counsel and staff, it is the recommendation that trustees take appropriate action.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

---

SUBJECT: Update on the WestEd Special Education Study

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

---

**Background:**

At its December 10, 2014 meeting, the Rocklin Unified School District Board of Trustees approved a contract for WestEd to conduct a study of the RUSD Special Education Department including but not limited to policies, procedures, organizational structure and staffing. The principle investigators(s) for this study will provide a verbal update to the Board regarding the processes and methodologies being used as well as the current status of the components of the study.

**Status:**

WestEd is a Joint Powers Agency, authorized by a California Joint Powers Agreement and governed by public entities in Arizona, California, Nevada, and Utah, with Board members representing agencies from these states and nationally. WestEd, a research, development, and service agency, works with education and other communities to promote excellence, achieve equity, and improve learning for children, youth, and adults. It is anticipated that the completed study will be presented to the Board at the April 15, 2015 meeting.

**Presenter(s):**

Deborah Sigman, Deputy Superintendent, Educational Services  
Dona Meinders, Project Director, WestEd, Center for Prevention and Early Intervention (CPEI)

**Financial Impact:**

Current year: n/a  
Future years: n/a  
Funding source: n/a

**Materials/Films:**

None

**Other People Who Might Be Present:**

**Allotment of Time:**

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

**Packet Information:**

Attachment 1 - Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Methodology Summary  
Attachment 2 - Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Focus Group Process Overview

**Recommendation:**

Item is for information only.



excellence in research, development, and service

**Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Methodology Summary**

**Special Education Review Process Overview**

WestEd Center for Prevention and Early Intervention (CPEI) has been contracted by the Rocklin Unified School to conduct a review of their special education program and services to identify strengths and provide recommendations for any areas of improvement. WestEd staff will conduct a comprehensive data gathering process during January and February and will conclude with data analysis and a development of a final report to be delivered to the Board in April. WestEd staff will gain a variety of perspectives from multiple data sources including: fiscal analysis, document reviews, online surveys and interviews with administrators, educators and staff, focus groups with educators and parents/family members and school site visits at a sampling of sites. The final report will provide a comprehensive review as seen through varied perspectives providing a well-balanced and documented review of RUSD's special education services.

In order to collect the information needed for this special education services program review, WestEd will utilize both quantitative and qualitative data collection methods. We propose to perform a combination of both on-site and off-site data collection activities to effectively and efficiently gather information. Off-site data collection will include a review of documents, review of existing special education data, online surveys, and possibly telephone interviews. On-site data collection will include school site visits, focus groups, and face-to-face interviews. It may also be necessary to review some documents while on-site, such as budgets, procedural manuals, and any student related documents. All data will be summarized in preliminary and final reports, and recommendations that focus on cost effective resources will be made based on the findings.

**Methodology:**

**School Site Visits:** WestEd proposes a purposive selection of all of the school sites in order to provide a representative view of RUSD special education services and to meet the goals and objectives of the review. We will collaborate with District staff to identify and select the specific classes within each school. We propose the selection of separate and co-taught classrooms across the curriculum for each site. The site visits will include up to three (3) separate classroom observations for each site. We will also be conducting interviews with site administrative personnel during the site visits and brief interviews with instruction staff when possible.

**Individual Interviews:** WestEd proposes to conduct interviews with site and district level administrators related to programmatic and fiscal activities. We will conduct individual interviews (20-30 minutes in length), preferably face-to-face while on site visits, but if this is not possible some will be conducted by telephone. We also recommend that included in the school site visits will be brief interviews with teachers and service providers to primarily gather information, to verify practices and whether such practices are consistent with any written policies or guidelines, and to clarify observational information. We will collaborate with District staff to arrange all site visits and will submit interview and classroom observation protocols for district approval.



excellence in research, development, and service

**Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Methodology Summary**

**IEP Reviews:** WestEd proposes to select a representative sample of IEPs to examine the effectiveness and efficiency of services to meet IEP goals. WestEd, in collaboration with RUSD, will select a random sample of IEPs.

**Online Surveys:** WestEd proposes conducting four (4) online surveys; one for special education teachers, one for paraprofessionals, one for related service providers and one for parents to allow for a broader district perspective to determine consistency of practice and to examine if policies are followed consistently throughout the district as well. To maximize time and activities for this project, WestEd will administer the surveys by providing a web link for RUSD to email the target populations. Characteristics of the survey will be: user friendliness (can be completed in 15 minutes or less), items will be linked to specific evaluation questions, common items across staff subgroups will allow for analysis of different perspectives (by job roles), and most items will use a forced-choice, four-point Likert scale.

**Focus Group Interviews:** WestEd proposes conducting five– eight (8) focus group interviews for the following job-alike personnel: paraprofessionals, related service providers (including school psychologists, speech therapists, occupational therapists, physical therapist), special education teachers, general education, site administrators and district administrators, and parents. We will work with the District to invite and recruit a representative group of individuals into separate focus groups. The parent focus group is also recommended with the purpose of gaining their perspectives on the services provided to their children to enhance the qualitative data analysis. We might need to do 2-3 parent focus groups to allow for adequate input for parents and keep the sizes of the focus groups appropriate.

Data from interviews and focus groups will be compiled, analyzed, and summarized in the final report according to research-based qualitative content analysis procedures including coding of responses and categorization of emerging themes. The content analysis process allows for a more rigorous classification of text and narrative into controllable bits of data, so that WestEd can make valid inferences from the collected documents.

**Document Review:** The review team will conduct an Internet scan of publicly available documents on the RUSD website. In addition, we propose that documents be identified and collected by RUSD and forwarded by mail or email to WestEd for off-site analysis. A partial list of documents that we plan to review includes:

- Special Education Plan documents
- RUSD written policies regarding special education, Section 504, and other accessibility policies
- Individualized Education Programs
- RUSD Local Education Agency Plan





excellence in research, development, and service

**Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Methodology Summary**

- Other District Plans such as Response to Intervention
- Due Process Hearing Files
- Budgets and Financial Documents
- Prior External Review Reports of Special Education Services
- Professional Development Plan
- Special Education Self-Review and Verification Reviews
- Special Education Staffing Documents

**Quantitative Data Analysis:** Data will be downloaded from public access files available on the California Department of Education and RUSD websites. WestEd will collaborate with RUSD to acquire any other necessary data included in the analysis. As appropriate, data will be reported in descriptive statistics (frequencies, percentages, means.) Data for analysis will include, but is not limited to:

- Special Education Child Count
- Education Environment data (LRE)
- Statewide Assessment data for Students with Disabilities Subgroup and All Students
- School Dropout Rates for Students with IEPs
- Out-of-District Special Education Placements
- Dispute Resolution Data

**Table 1: Evaluation Questions Matched to Purposed Methodology**

Evaluation Questions	Data Collection Activities					
	Interviews	Focus Groups	Site Visits	Data Analysis	IEP Reviews	Online Survey
<b>Does the District’s overall organization structure contribute to effectively and efficiently meeting the individual needs of students?</b>						
1. Are current levels of staffing (e.g., teachers, instructional aides, psychologist, SLP, OT, PT) cost-effective and efficient?	X	X		X		X
2. How are staff assigned to schools?	X	X				
3. What are the roles and functions of central office special education staff?	X	X		X		

**Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Methodology Summary**

Evaluation Questions	Data Collection Activities					
	Interviews	Focus Groups	Site Visits	Data Analysis	IEP Reviews	Online Survey
Are current organization practices (e.g. IEP practices, data use, management and technology) cost effective and efficient?						
4. How are schools organized to provide services to students?	X	X	X			
5. What percentage of students are receiving instruction in the general education classroom?		X		X	X	
6. How does achievement data compare for various special education settings within RUSD and compare to general education data?				X		
Are program delivery methods effective and cost efficient?						
7. How effective is the current pre-referral process? <ul style="list-style-type: none"> <li>• Is it being implemented with fidelity across the district?</li> <li>• Are the number of pre-referrals/referrals consistent over time and across the District?</li> </ul>	X	X	X	X	X	
8. What is the district using entry and exit criteria for special education?	X	X	X	X		
9. How successful is the RTI system across the district?	X	X		X		
10. What are site and district administrative attitudes toward special education programming and implementation? <ul style="list-style-type: none"> <li>• Is communication between district and sites effective?</li> </ul>	X	X		X	X	X



excellence in research, development, and service

**Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Methodology Summary**

Evaluation Questions	Data Collection/Activities					
	Interviews	Focus Groups	Site Visits	Data Analysis	IEP Reviews	Online Survey
11. Is there adequate professional development provided to staff to support the needs of students receiving special education services sufficient? <ul style="list-style-type: none"> <li>• For instructional staff?</li> <li>• For site leaders?</li> </ul>	X	X				X
12. Are mental health services appropriately funded and provided?		X		X	X	
13. How have the District's program costs and revenues changed over time?	X			X		
14. What factors contribute to increased costs?	X	X		X		
15. Satisfaction with special education services: <ul style="list-style-type: none"> <li>• Administrators</li> <li>• Teachers</li> <li>• Related service personnel</li> <li>• Paraprofessionals</li> <li>• Parents/families</li> </ul>	X	X				X



excellence in research, development, and service

**Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Focus Group Process Overview**

**Special Education Review Process Overview**

WestEd Center for Prevention and Early Intervention (CPEI) has been contracted by the Rocklin Unified School to conduct a review of their special education program and services to identify strengths and provide recommendations for any areas of improvement. WestEd staff will conduct a comprehensive data gathering process during January and February and will conclude with data analysis and a development of a final report to be delivered to the Board in April. WestEd staff will gain a variety of perspectives from multiple data sources including: fiscal analysis, document reviews, online surveys and interviews with administrators, educators and staff, focus groups with educators and parents/family members and school site visits at a sampling of sites. The final report will provide a comprehensive review as seen through varied perspectives providing a well-balanced and documented review of RUSD's special education services.

**Purpose of the Focus Groups**

The WestEd team will conduct focus groups to assist with gathering information about areas of success and areas where there are challenges or issues in the district special education program and services. The WestEd team is suggesting that focus groups be conducted with:

- parent/family members,
- site and district administrators,
- general and special education teachers,
- related service personnel, and
- others recommended by the district.

**Process of the Focus Groups**

Focus groups will be conducted either at the district office or at a school site where visits are being held. Information about times and dates will be forthcoming and registration will be requested to ensure that the groups are of a size that allows for contributions by all participants. The following format will be requested to allow for focused participation:

- 8 to 12 people per group, no more than 10 preferred
- Groups of similar types of roles (family members, administrators, teachers, etc.) will be scheduled
- Repeated groups will be conducted as time permits





excellence in research, development, and service

**Rocklin Unified School District (RUSD)  
Review of Special Education Program and Services  
Focus Group Process Overview**

- WestEd staff will conduct the groups and confidentiality will be honored and protected. Group discussions will be recorded but only for the purpose of accuracy for analysis and names will not be used in the report or any discussions with the district.

**Focus Group Ground Rules:**

1. *Confidentiality* – Please respect the confidentiality of your peers. The moderator will only be sharing the information anonymously with relevant staff members.
2. *One Speaker at a Time* – Only one person should speak at a time in order to make sure that we can all hear what everyone is saying.
3. *Use Respectful Language* – In order to facilitate an open discussion, please avoid any statements or words that may be offensive to other members of the group.
4. *Open Discussion* – This is a time for everyone to feel free to express their opinions and viewpoints. You will not be asked to reach consensus on the topics discussed. There will be no right or wrong answers.
5. *Participation is Important* – It is important that everyone’s voice is shared and heard in order to make this the most productive focus group possible. Please speak up if you have something to add to the conversation.

**Overall Questions for Focus Groups:**

*In your opinion, describe how the special education services provided by RUSD are supporting students to achieve to their greatest potential:*

1. What is working with the RUSD’s special education services?
2. Where do challenges and/or issues exist?
3. What recommendations do you have for improvement?

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

---

SUBJECT: Transitional Kindergarten (TK) and Kindergarten (K) Program Update

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

---

**Background:**

Rocklin Unified School District currently has five Transitional Kindergarten (TK) programs located at Rock Creek, Parker Whitney and Antelope Creek Elementary Schools. All five programs offer an extended day model. Current enrollment is 120 students. The program at Parker Whitney is new this year. In addition to district TK programs, RUSD has over 30 Kindergarten classes across the district with a variety of models. Currently our Kindergarten models include an Extended Day, a traditional am/pm, and K/1 programs.

**Status:**

Staff will present an overview of the current Transitional Kindergarten and Kindergarten programs and proposed changes for the 2015-16 school year.

**Presenter(s):**

Deborah Sigman, Deputy Superintendent, Educational Services  
Karen Huffines, Director of Elementary Education and School Leadership

**Financial Impact:**

Current year: n/a  
Future years n/a  
Funding source: n/a

**Materials/Films:**

**Other People Who Might Be Present:** Amanda Makis

**Allotment of Time:**

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

**Packet Information:**

Transitional Kindergarten power point presentation

**Recommendation:**

Item is for Information only

# TRANSITIONAL KINDERGARTEN & KINDERGARTEN PROGRAM UPDATE

Rocklin Unified School District  
Board of Trustees Meeting  
February 4, 2015

---



Presented by Deborah Sigman  
& Karen Huffines

# Overview of Presentation

---

- Connections to Strategic Plan and Local Control Accountability Plan
- Current Transitional Kindergarten (TK) & Kindergarten (K) Models in RUSD
- Current Transitional Kindergarten (TK) and Kindergarten (K) Classes in RUSD
- Program Proposals for 2015-16
- Funding
- Next Steps



# Connections to Strategic Plan

---

- Strategic Plan Strategies 2 & 5
  - RUSD will ensure that all students engage in meaningful and authentic learning experiences and find his or her passion as a learner
  - We will have regular, consistent, proactive systems of clear organizational efficiency, engage the community and promote the district

# Connections to Local Control Accountability Plan

---

- LCAP Goal 1
  - We will provide student academic growth through dynamic, relevant and increasingly challenging learning experiences
- Goal 1 Actions
  - Expand TK and K programs to extended day, promote TK programs to community; support TK classrooms with additional funding
  - Explore possibility of full-day Kindergarten

# RUSD Transitional Kindergarten and Kindergarten Models

---

- RUSD currently offers Transitional Kindergarten (TK) at three sites
- All TK classes are on the extended-day schedule
- TK program is designed to provide a balance of academic and social skill development in a developmentally appropriate educational setting



# RUSD Transitional Kindergarten and Kindergarten Models

---

- Kindergarten Program models vary by site
  - Current options include:
    - Extended-day
      - 7:50-1:20 or 8:20-1:55
    - K/1
      - Kindergarten: 7:50-11:10
      - First Grade: 8:50-2:20
    - Traditional A.M./P.M. model
      - A.M.: 7:50-11:10
      - P.M.: 11:00-2:20



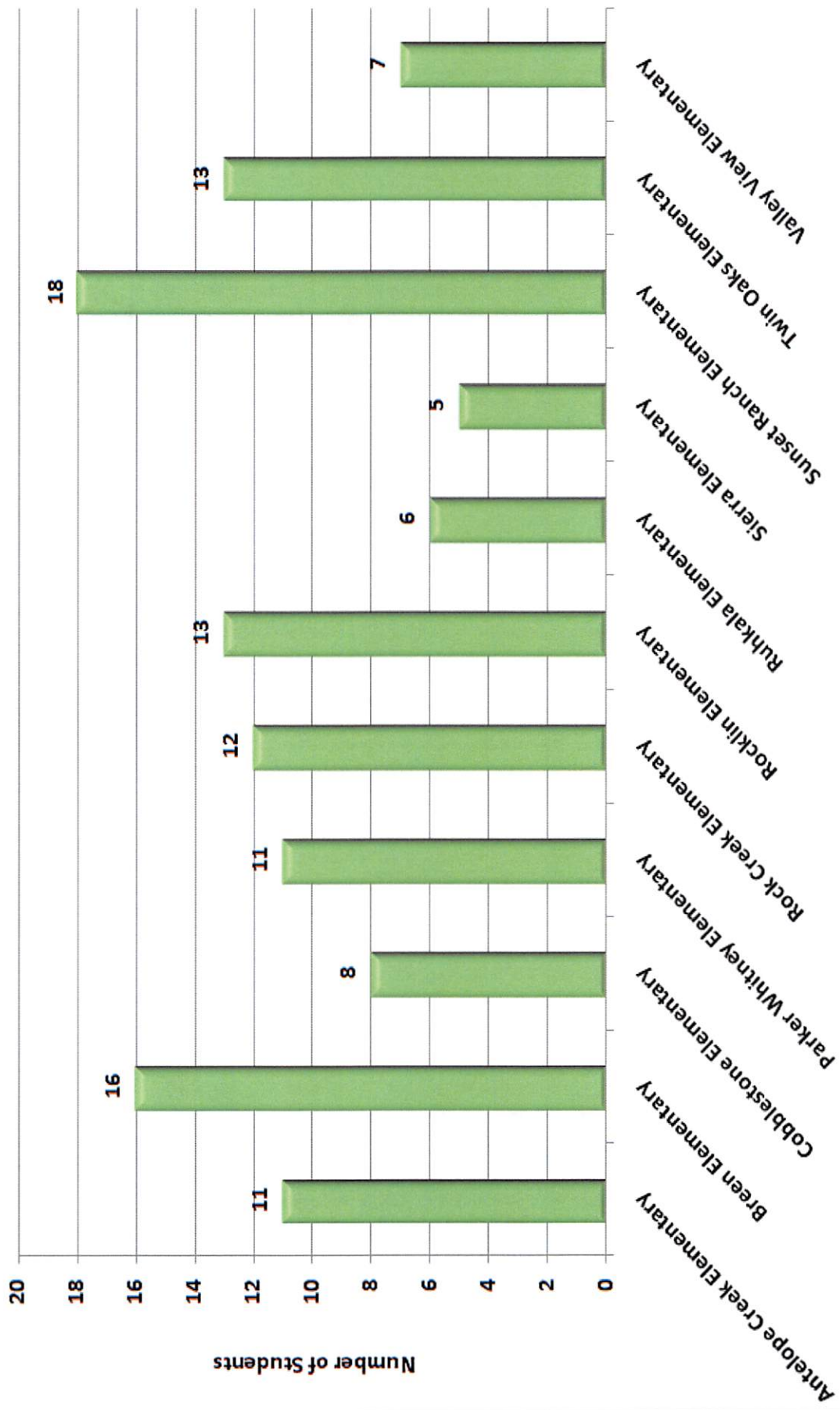
# Current Transitional Kindergarten Classes

---

## 2014-2015

- 5 Extended-Day classrooms
  - 2 at Rock Creek
  - 2 at Antelope Creek
  - 1 at Parker Whitney
- **Total Enrollment: 120**
- **Total Capacity with current class size: 120**

## Rocklin Unified School District Transitional Kindergarten Students by Resident School 2014-2015



# Advantages to TK Expansion

---

- Research supports early intervention available through an expanded TK program
- Family Friendly
  - More locations throughout the community
  - Serving more students at their home school sites
- Sites selected to maximize early support for targeted students
- Smaller class size more appealing to families of our youngest students



# Rationale for TK Expansion

---

- Provide better access to quality educational programs for our youngest students
- Increases access for families across the community
  - Families chose not to enroll rather than transport their students across town
- Space for all interested families-no need to turn families away



# 2015-16 Transitional Kindergarten Proposal

---

- Reduce Transitional Kindergarten class size
  - 24 to 1 in 2014-15
  - **20 to 1 in 2015-16**
- Continue Extended-Day TK classes
  - Antelope Creek, Parker Whitney, Rock Creek
- Add two Extended-Day TK classrooms
  - Rocklin Elementary, Cobblestone
    - Additional classes to be added based on enrollment numbers

# Associated Costs & Funding for Transitional Kindergarten Expansion

---

- Available Funding Sources for Class Size Reduction
  - Title 1
    - TK expansion at Title 1 sites
- Available Funding Sources for Growth
  - General Fund
  - Mello Roos (Fund 49) – (Facilities and equipment costs only)

# Associated Costs & Funding for Transitional Kindergarten Expansion

---

- Teachers (1-2)
  - \$69,800/teacher
- Outfitting classroom
  - Materials, supplies, technology  
\$20,000/class



# Current Kindergarten Program Status

---

- 19 Extended-Day classes (8 sites)
  - Antelope Creek, Breen, Parker Whitney, Rock Creek, Rocklin Elementary, Ruhkala, Twin Oaks, Valley View
- 10 K/1 classes (2 sites)
  - Cobblestone, Sierra Elementary
- 4 AM/PM Kindergarten classes (1 site)
  - Sunset Ranch
- **Total Enrollment: 586**
- **Total Capacity: 648**



# Rationale for Full-Day Kindergarten

---

- Better meets the needs of families across the community
  - Many working families prefer longer day
  - Fewer trips back and forth to school as schedules are aligned for all students
- Aligns with trends in academic programs throughout Placer County

# 2015-16 Kindergarten Proposal

---

- Pilot Full-Day Kindergarten Classes
  - 2 classrooms at Rocklin Elementary
  - 2 classrooms at Ruhkala
  - 3 classrooms at Sierra Elementary
  - 2 classrooms at Cobblestone
  - 4 classrooms at Sunset Ranch
- **Total: 13 full-day classrooms at 5 sites**

# 2015-16 Kindergarten Proposal

---

- Continue Extended-day Kindergarten programs at following sites:
  - Antelope Creek, Breen, Parker Whitney, Rock Creek, Twin Oaks, Valley View



# Associated Costs & Funding

---

- Full-day Kindergarten pilot
  - Sierra, Cobblestone, Rocklin Elementary, Ruhkala, Sunset Ranch (13 classrooms)
    - 1 classroom conversion at Sunset Ranch ~\$15,000
    - K materials and supplies for 2 classrooms ~\$20,000 each
    - Increased lunch supervision
    - Cost of Teacher prep time (P.E. and VAPA)
  - Total cost per class is ~\$4,600
    - Cost for 13 pilot classrooms ~ \$59,800
    - Cost to extend to additional classrooms is ~\$69,000
    - **Total on-going prep time cost if all classes full-day ~ \$128,800**



# Research Indicates Potential Advantages of a Full-Day Kindergarten Program\*

---

- Can produce long-term educational gains
- Teachers have more time to get to know students
  - Able to address learning challenges earlier
- Investments in quality early childhood programs are cost effective
- Better prepares students for the structured learning required in first grade

*\*Full-Day Kindergarten Facts, National Education Association*

# Next Steps

---

- Parent TK Information Night
  - Wednesday, February 11
- Parent K Information Night
  - Thursday, February 19
- New this year:
  - Completed registration packets to be accepted at Parent Nights
  - Clerical staff on hand to assist

# Next Steps

---

- Expand Community Outreach
  - Promote RUSD's TK & K programs
  - Personal visits to local churches and preschools to distribute TK & K information
  - Signage at all school sites & district office
  - Newspaper advertising
  - Web pages
  - Channel 19-RUSD TV



# Next Steps

---

- Professional Development
  - Provide ongoing opportunities for TK & K staff and administrators
- Meet with RTPA to bargain effects of Full-day Kindergarten



## PENDING BOARD AGENDA ITEMS

February 2015

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 ( <i>1<sup>st</sup> Mtg</i> )
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 8<sup>th</sup> 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
RUSD Strategic Plan Quarter 1 Update	Hutton	December
First Interim Report	Patterson	December
Organizational Board Meeting/Special Presentation to Board President	Stock	December
Audit Report	Patterson	January
Schedule Goal Setting Workshop	Stock/Staff	January
Approve Quarterly Report on Williams Uniform Complaints	Sigman	January
Budget Assumptions & Priorities	Patterson	February

Identify Teachers for Non-Reelection; Prepare Letters of Notification ( <i>March 1st Mtg - Closed Session</i> )	Slattery	February ( <i>2<sup>nd</sup> 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 CAASPP 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	Sigman	March
RUSD Strategic Plan Quarter 2 Update	Hutton	March
Approve Safe School Plans ( <i>Action Item</i> )	White/Huffines	March ( <i>2nd Mtg</i> )
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
Approve Summer School Principals Contingent on State Funding ( <i>include on Certificated Personnel Report</i> )	Sigman	April/May
RUSD Strategic Plan Quarter 3 Update	Hutton	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	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 and JROTC Color Guard	Stock/Staff	May (2 <sup>nd</sup> 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
Hold Public Hearing and Approve LCAP	Sigman	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>	Sigman	June
EPA Spending Plan	Patterson	June
Summer School Program Report	Sigman/Staff	July/August

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