

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*



MAY 20, 2015 CLOSED SESSION 6:15 – 6:30 P.M. REGULAR MEETING AGENDA — 6:30 P.M.

1.0 **CALL TO ORDER**

2.0 **ROLL CALL**

3.0 **CLOSED SESSION (6:15 – 6:30 P.M.)** – The Board will adjourn to closed session regarding the following matter(s):

- 3.1 Public Employee Appointment(s) as authorized by Government Code 54957
(Positions: Spring View Middle School Assistant Principal and Rocklin High School Assistant Principal)

4.0 **RECONVENE TO OPEN SESSION**

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

6.0 **PLEDGE OF ALLEGIANCE**

7.0 **SPECIAL RECOGNITIONS/PRESENTATIONS**

- 7.1 AFJROTC CA-954 Cadet Group, led by Colonel Michael A. Fernandez, USAF [Ret] and Senior Master Sergeant Terry J. Barber, USAF [Ret] and the School Board Color Guard for their numerous achievements and patriotic contribution to RUSD School Board meetings throughout the 2014-15 school year.
- 7.2 Peyton Marvin (Victory High School), Katrina Nham (Whitney High School) and Trevor Bohatch (Rocklin High School) for serving as the 2014-15 Student Representatives to the Board of Trustees. (Presenter: Todd Lowell, Board President)
- 7.3 Rocklin Elementary Math Competition Recognition (Presenter: Karen Huffines, Director, Elementary Programs and School Leadership)
- 7.4 Rocklin Police Department Explorer Program Presentation (Presenter: Rocklin Police Chief Ron Lawrence)

8.0 **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.)

9.0 **COMMENTS FROM STUDENT REPRESENTATIVE(S)**

10.0 **COMMENTS FROM BOARD AND SUPERINTENDENT**

- 11.0 **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.
- 11.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
11.1.1 April 15, 2015 (Regular Meeting)
- 11.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
- 11.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 11.4 **APPROVE BILL WARRANTS** – Request to approve bill warrants. (Barbara Patterson)
- 11.5 **APPROVE MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 11.6 **APPROVE DONATIONS** – Request to accept District donations. (Barbara Patterson)
- 11.7 **APPROVE CONTRACT RENEWAL WITH INTERQUEST DETECTION CANINES OF CENTRAL VALLEY**– Request to approve Interquest Detection Canines of Central Valley 2015-16 agreement. (Deborah Sigman)
- 11.8 **APPROVE CALIFORNIA HIGH SCHOOL EXIT EXAMINATION (CAHSEE) WAIVER WITH MODIFICATIONS FOR ELIGIBLE SPECIAL EDUCATION STUDENTS PER INDIVIDUALIZED EDUCATION PROGRAM (IEP)** – Request to approve CAHSEE waiver with modifications for eligible Special Education students per Education Code Section 60851(c)(1). (Deborah Sigman)
- 11.9 **APPROVE CALIFORNIA HIGH SCHOOL EXIT EXAMINATION (CAHSEE) EXEMPTION WAIVER FOR ELIGIBLE SPECIAL EDUCATION STUDENTS PER IEP OR SECTION 504 PLAN** – Request to approve CAHSEE exemption waiver for eligible Special Education students per Education Code Section 60852.3. (Deborah Sigman)
- 11.10 **APPROVE PURCHASE AND INSTALLATION OF ONE RELOCATABLE CLASSROOM FOR SUNSET RANCH ELEMENTARY** – Request to approve necessary steps to secure a building, obtain DSA approval, and arrange for the installation of one relocatable classroom for Sunset Ranch Elementary to accommodate for growth for the 2015-16 school year. (Sue Wesselius)
- 11.11 **AWARD CONTRACT TO BLANSETT CONSTRUCTION SERVICES FOR DSA INSPECTION SERVICES FOR THE GRANITE OAKS EXPANSION PROJECT, ADDITION OF ONE RELOCATABLE AT SUNSET RANCH AND THE HAVAC PROJECT AT ROCKLIN HIGH SCHOOL** – Request to award contract to Blansett Construction Services for DSA inspection of the Granite Oaks expansion project, addition of one relocatable at Sunset Ranch Elementary, and the HVAC project at Rocklin High School. (Sue Wesselius)
- 11.12 **AWARD BID FOR EXTERIOR PAINTING AT BREEN AND COBBLESTONE ELEMENTARY SCHOOLS** – Request to award bid for exterior painting of designated classrooms at Breen and Cobblestone Elementary Schools. (Sue Wesselius)

- 11.13 **AWARD BID FOR PROP 39 ENERGY MANAGEMENT SYSTEM AT ROCKLIN HIGH SCHOOL** – Request to approve bid for the replacement of the Energy Management System at Rocklin High School to L&H Airco. (Sue Wesselius)
- 11.14 **APPROVE BUDGET REVISIONS** – Request to approve budget revisions. (Barbara Patterson)
- 11.15 **REJECT CLAIM R1501** – Recommendation to reject Claim No. R1501. (Barbara Patterson)
- 11.16 **APPROVE RESOLUTION NO. 14-15-12 TO ESTABLISH TEMPORARY INTERFUND TRANSFERS OF SPECIAL OR RESTRICTED FUND MONEYS** – Request approval of Resolution No. 14-15-12 for temporary interfund transfers. (Barbara Patterson)
- 11.17 **APPROVE RESOLUTION NO. 14-15-13 AUTHORIZING END OF YEAR BUDGET TRANSFERS** – Request approval of Resolution No. 14-15-13 authorizing end of year budget transfers. (Barbara Patterson)
- 11.18 **APPROVE JOB DESCRIPTION FOR SENIOR DIRECTOR OF FACILITIES, MAINTENANCE AND OPERATIONS** – Request approval of job description for Senior Director of Facilities, Maintenance and Operations. (Colleen Slattery)
- 11.19 **APPROVE MATERIAL REVISION FOR ROCKLIN INDEPENDENT CHARTER ACADEMY (RICA) PETITION**– Request approval of material revision for Rocklin Independent Charter Academy petition. (Deborah Sigman)
- 11.20 **APPROVE REVISED EXTRA ASSIGNMENT PAY SCHEDULE** – Request approval of revised Extra Assignment Pay Schedule. (Colleen Slattery)
- 11.21 **APPROVE OVERNIGHT FIELD TRIP(S)** – Request to approve the following overnight field trips. (Deborah Sigman)
- 11.21.1 Whitney High School, students in grades 10 – 12, to attend an overnight field trip to a Summer Boys Basketball Tournament at Clovis West High School, Fresno, CA (June 5 – June 7, 2015).
- 11.21.2 Whitney High School, students in grades 10 – 12, to attend an overnight field trip to a Weight Lifting Championship Competition, Reno, NV (June 12 – June 13, 2015).
- 11.21.3 Breen Elementary, students in grade 6, to attend an overnight field trip to Sly Park Environmental Science Camp, Pollock Pines, CA (September 8 – September 11, 2015).
- 11.21.4 Sierra Elementary, students in grade 6, to attend an overnight field trip to Walker Creek Ranch at the Marin County Outdoor School, Marin County, CA (October 19 – October 23, 2015).
- 11.21.5 Granite Oaks Middle School, students in the 7th Grade Science Marine Biology Club, to attend an overnight field trip to the Pacific Environmental Educational Center, Fort Bragg, CA. Two trips are planned: (October 13 – October 16, 2015) and (October 20 – October 23, 2015).
- 11.21.6 Ruhkala Elementary, students in grade 4, to attend an overnight field trip to Coloma Outdoor Discovery School, Coloma, CA (October 21 – October 23, 2015).
- 11.21.7 Valley View Elementary, students in grade 6, to attend an overnight field trip to Alliance Redwoods Conference Center, Occidental, CA (December 1 – December 4, 2015).
- 11.22 **BOARD POLICY (BP), ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E)** – Request to approve the following Board Policy and Administrative Regulation. (Karen Huffines)
- 11.22.1 BP 6161.1 – Selection and Evaluation of Instruction Materials (revised)
- 11.22.2 AR 6161.1 – Selection and Evaluation of Instruction Materials (revised)

- 11.23 **BOARD POLICY (BP), ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) –** Request to approve the following Administrative Regulation. (Deborah Sigman)
11.23.1 BP 5144.1 Suspension and Expulsion/Due Process (revised)
11.23.2 AR 5144.1 Suspension and Expulsion/Due Process (revised)
- 11.24 **BOARD POLICY (BP), ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) –** Request to approve the following Administrative Regulation. (Sue Wesselius)
11.24.1 AR 3514.2 – Integrated Pest Management (revised)
- 11.25 **APPROVE STIPULATED EXPULSION(S) –** Request to approve stipulated expulsions for Student No. 009010524 and Student No. 009004402 as authorized by Government Code section 35146. (Deborah Sigman)
- 12.0 **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.
- 12.1 **APPOINT ASSISTANT PRINCIPAL OF SPRING VIEW MIDDLE SCHOOL–** Request to appoint the new Assistant Principal of Spring View Middle School. (Colleen Slattery)
- 12.2 **APPOINT ASSISTANT PRINCIPAL OF ROCKLIN HIGH SCHOOL –** Request to appoint the new Assistant Principal of Rocklin High School. (Colleen Slattery)
- 12.3 **APPROVE AB1200 BARGAINING AGREEMENT DISCLOSURE FOR THE ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION (RTPA) FOR JULY 1, 2014 – JUNE 30, 2016 –** Request to approve AB1200 Public Disclosure of Proposed Collective Bargaining Agreement. (Barbara Patterson)
- 12.4 **APPROVE ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION (RTPA) TENTATIVE AGREEMENT AND REVISED SALARY SCHEDULES –** Request to approve the Rocklin Teachers Professional Association (RTPA) Tentative Agreement and Revised Salary Schedules. (Colleen Slattery)
- 12.5 **APPROVE CONSTRUCTION TIMELINE AND LEASE-LEASEBACK ENTITY FOR CONSTRUCTION OF THE GRANITE OAKS EXPANSION PROJECT –** Request to approve construction timeline and lease-leaseback entity for construction of the Granite Oaks expansion project. (Sue Wesselius)
- 12.6 **APPROVE RESOLUTION 14-15-14 FOR SITE LEASE, DEVELOPMENT AND LEASE AGREEMENT AND GENERAL CONSTRUCTION PROVISIONS –** Request to approve Resolution 14-15-14 for site lease, development and lease agreement and general construction provisions for the Granite Oaks expansion project. (Sue Wesselius)
- 13.0 **INFORMATION AND REPORTS**
- 13.1 **GOVERNOR’S MAY REVISE AND BUDGET UPDATE –** (Barbara Patterson)
13.2 **INTERNATIONAL BACCALAUREATE EXPANSION –** (Marty Flowers)
13.3 **K-5 MATH MATERIALS ADOPTION RECOMMENDATION –** (Karen Huffines)
13.4 **DROUGHT WATER CONSERVATION MEASURES –** (Sue Wesselius)
- 14.0 **PENDING AGENDA** – This is the time to place future items on the Pending Agenda.

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

15.1 *Conference with Legal Counsel – Existing Litigation* as authorized by Government Code section 54956.9

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

15.3 *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

16.0 **RECONVENE TO OPEN SESSION**

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

18.0 **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: JUNE 10, 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:

May 15, 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 15th day of May 2015 in Rocklin, California.

Brenda Meadows
Executive Assistant
Rocklin Unified School District

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Recognition of Air Force Junior Reserve Officer Training Corps (AFJROTC) CA-954 Cadet Group and the School Board Color Guard for 2014-15 School Year

DEPARTMENT: Office of the Superintendent

Background:

Annual recognition of AFJROTC CA-954 Cadet Group and School Board Color Guard.

Status:

The Board of Trustees recognizes and honors the AFJROTC CA-954 Cadet Group, led by Colonel Michael A. Fernandez, USAF (Ret) and Senior Master Sergeant Terry J. Barber, USAF (Ret) for their outstanding service to the Rocklin Unified School District and for their recognition as an AFJROTC Distinguished Unit for the 2014-15 school year. Accepting the certificate on behalf of the Cadet Group are Cadet Colonel Eric Leverenz and Cadet Colonel Alise Askew.

The Board of Trustees also recognizes and honors the School Board Color Guard for their patriotic contributions to RUSD Board meetings and outstanding leadership during the 2014-15 school year.

Members include:

- Cadet Captain Jack Scaglione – Commander and US Flag Bearer
- Cadet Captain Thomas Easter – State Flag Bearer
- Cadet First Lieutenant Michael Agaiby – Right Guard
- Cadet First Lieutenant Robert Goodwin – Left Guard
- Cadet Captain Jarod Yeh
- Cadet Senior Master Sergeant Wyatt Bolan
- Cadet Master Sergeant April Mananquil

The Board of Trustees also recognizes and honors Colonel Michael A. Fernandez for being awarded “Air Force Outstanding Instructor of the Year/Officer Category” and Senior Master Sergeant Terry J. Barber for being awarded “Air Force Outstanding Instructor of the Year/ Senior NCO Category.” They were the only instructors in the Northern California region to receive these awards.

Financial Impact:

Current Year: N/A
Future Year: N/A
Funding Source: N/A

Material/Films:

None

Other People Who Might Present:

Allotment of Time:

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

Packet Information Item:

None

Recommendation:

Special Recognition. No action required.

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Recognition of Student Board Representatives for 2014-15 School Year
DEPARTMENT: Office of the Superintendent

Background:

Each year the three RUSD High Schools designate a student, who has exhibited excellent leadership skills, to serve as a Student Board Representative to the Board of Trustees for the school year. Student Board Representatives play an integral part in sharing a "student perspective" with District leadership and Trustees including participation at Board meetings.

Status:

The Board of Trustees recognize and honor the following Student Board Representatives for their outstanding service throughout the 2014-15 school year:
Peyton Marvin, Victory High School
Katrina Nham, Whitney High School
Trevor Bohatch, Rocklin High School

Presenter(s):

Todd Lowell, Board of Trustees President

Financial Impact:

Current Year: n/a
Future Year: n/a
Funding Source: n/a

Material/Films:

None

Other People Who Might Present:

Allotment of Time:

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

Packet Information Item:

None

Recommendation:

Special Recognition. No action required.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Rocklin Elementary Math Competition Recognition

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Rocklin Elementary students recently successfully competed against teams from Davis, Loomis, Roseville and local Charter schools in a regional Math Invitational Tournament. In Math Olympiads competitions, two Rocklin Elementary students received the prestigious Dr. George Lechner Award for achieving a perfect score on all Math Olympiads competitions during the year. (Dr. Lechner was a world renowned mathematician and founder of the Math Olympiad Program.) Rocklin Elementary students are coached in math throughout the year by Rita Boyle, math paraprofessional at Rocklin Elementary. Mrs. Boyle is responsible for bringing the Math Olympiad program to Rocklin Elementary thirteen years ago.

Status:

Two 6th grade students from Rocklin Elementary School achieved a perfect score on all Math Olympiads competitions during the school year earning the Dr. George Lechner Award. These two outstanding students are brothers Jacob and David Zeibert. The Zeibert brothers are the first RUSD students to receive this award since 2006.

Rocklin students also competed in the Math Invitational Tournament held in Roseville on Sunday, May 3. The Rocklin Elementary 6th grade team took first place the Team competition (Grace Cheng, Jason Feng, Adam Snelling, David Zeibert, Jacob Zeibert) and RE student Jacob Zeibert took first place in the individual competition. A total of 32 teams competed from schools throughout the greater Sacramento area.

Presenter(s): Karen Huffines, Director, Elementary Programs and School Leadership

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

Jordan White, Coordinator, State and Federal Programs, Amanda Makis, Principal of Rocklin Elementary School and Rita Boyle, Math Olympiad teacher at Rocklin Elementary School

Allotment of Time:

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

Packet Information:

None

Recommendation:

Special recognition only. No action required.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Rocklin Police Department – Explorer Program Special Presentation
DEPARTMENT: Office of the Coordinator, Family-Community Engagement & Strategic Planning

Background:

Consistent with their 2014 Strategic Goals, the Rocklin Police Department has initiated the Explorer program. The program's mission is to provide experience and training to young men and women ages 15-20, for a potential future in law enforcement. Currently, there are nine students in the program who receive law enforcement training two days per month.

Status:

A special presentation and overview of the Rocklin Police Department's Explorer program will be presented.

Presenters:

Chief Ron Lawrence
Captain Chad Butler

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

Sergeant Trent Jewell

Allotment of Time:

Check one of the following: Consent Calendar Action Item Special Presentation

Packet Information:

None

Recommendation:

Special Presentation. No action required.

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

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Wendy Lang, *Member*
Susan Halldin, *Member*



APRIL 15, 2015
CLOSED SESSION 5:00 P.M.
SPECIAL EDUCATION STUDY BY WESTED, WORKSHOP — 5:15 P.M. – 6:15 P.M.
REGULAR MEETING MINUTES — 6:30 P.M.

1.0 **CALL TO ORDER**— President Todd Lowell called the regular meeting of the Rocklin Unified School District Board of Trustees to order at 5:00 P.M., April 15, 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*; Karen Huffines, *Director Elementary Programs & School Leadership*; Marty Flowers, *Director Secondary Programs & School Leadership*; Patricia Stevens, *Interim Director Special Education*; Mike Fury, *Chief Technology Officer*; Mark Williams, *Principal Victory High School/RICA*; Jill Spears, *Interim Principal, Rocklin High School*; Jay Holmes, *Principal Granite Oaks Middle School*; Beth Davidson, *Principal Spring View Middle School*; Amanda Makis, *Principal Rocklin Elementary School*; Melody Thorson, *Principal Ruhkala Elementary School*; Hannah Anderson, *Principal Sierra Elementary School*; Shari Anderson, *Principal Valley View Elementary School*; Denny Rush, *Principal Parker Whitney Elementary School*; Brian Arcuri, *Principal Antelope Creek Elementary School*; Jim Trimble, *Principal Sunset Ranch Elementary School*; Davis Stewart, *Assistant Principal/Athletic Director Rocklin High School*; Jill Meshwert, *Assistant Principal Rocklin High School*; Brittaney Meyer, *Assistant Principal Spring View Middle School*; Jennifer Palmer, *Assistant Principal Sunset Ranch Elementary School*; Brenda Meadows, *Recorder*.

3.0 **CLOSED SESSION (5:00 P.M.)**— The Board adjourned to closed session regarding the following matter(s):

3.1 Public Employee Appointment as authorized by Government Code 54957
 (Position: Rocklin High School Principal)

RECONVENE TO OPEN SESSION— President Lowell reconvened the meeting to open session at 5:15 P.M.

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

- 4.0 **SPECIAL EDUCATION STUDY BY WESTED - PRESENTATION OF THE FINDINGS AND RECOMMENDATIONS** - Deputy Superintendent, Deborah Sigman, introduced the Board of Trustees to representatives from WestEd, an educational research, development and service agency approved by the Board to conduct a thorough study of the RUSD Special Education Department, including, but not limited to policies, procedures, organizational structure and staffing. WestEd Principle Investigators introduced included: Dona Meinders, Project Director, Center for Prevention and Early Intervention (CPEI); Kevin Schaefer, Assistant Director of Special Programs (CPEI); and Ann Hern, Education Finance Specialist. Representatives from WestEd shared with the Board the findings and recommendations of the special education study, including the data collected from surveys, interviews, and focus groups. To ensure that parents and staff had adequate opportunity to review the findings of the report, two forums, one for parents of students receiving special education services, and one for staff delivering special education services, were scheduled for April 22, 2015. The WestEd staff will present the findings and recommendations from the study at the April 22 meeting and allow parents and staff the opportunity to ask questions.

Wendy Lang, asked WestEd about the data provided in the “District Comparisons” section of the report, noting that RUSD is listed at 16.3%, lower than other districts included in the survey. WestEd shared that reason the percentage is lower for RUSD is due to the fact that transportation costs are not included in the total figure for RUSD, unlike other districts listed in the comparison. Barbara Patterson shared that due to a District decision made in the 1970s, transportation does not get a specific revenue stream for Special Education (instead all transportation is taken from one main funding source) which is why the total percentage reflected appears lower. Susan Halldin stated that that in light of the information regarding how transportation is not reflected in the report, it may be safe to say that the total dollars spent on Special Education in the RUSD District could be approximately 10% higher. The Board requested more information from the business department regarding percentages that would reflect transportation costs. Halldin asked about Climate and Culture data under the findings section of the study, specifically the “site-centric” theme found in the study. WestEd shared that they found an overall attitude of “site-centric” due to the fact that sites felt a lack of support and did what was necessary to “make it work without the help of the District.” Greg Daley asked about the use of language “our kids – vs – your kids,” to which WestEd responded that this was often found when a student(s) had an IEP and exhibited academic or behavioral issues. In these instances sites typically felt the responsibility fell to the Special Education Site teachers to take ownership of intervention (instead of General Education Teachers), creating a feeling of “ours – vs – yours.” Daley also asked for clarification on the term RT1 and RT2. WestEd explained that these terms were renamed by the state but are basically the same and include the same general education functions referring to the process of intervention prior to students being introduced to Special Education. Halldin asked WestEd about the data in the report regarding “least restrictive environment,” and how RUSD measured. WestEd stated that while some RUSD sites had more inclusive environments, others did not do as well in the area of inclusiveness. This is an identified area of growth for the District and included as part of WestEd’s recommendations. Daly asked about “the use of contractors being least efficient” as stated in the report. WestEd shared that it is beneficial for a District to use inside employees that belong to the school district whenever possible for a number of reasons, including a sense of belonging and measurement of control, something that can be lost when using outside contractors. Lang inquired about District staffing and WestEd’s recommendations not to increase staffing in some areas, but instead to improve processes for current staffing. WestEd shared that it appeared as if the District had taken a “band-aid” approach in the past, by adding staff (ie: part time site staff/aides) in crisis situations, creating lack of consistency of services provided at sites. Camille Maben shared that the situation the District finds itself in did not happen overnight, but instead is something that has evolved over years, and appreciated the WestEd findings and data provided to assist the District in making program adjustments. Maben recognized a few specific areas of improvements including policies and leadership from the District Office as well as the opportunity to share resources in the best interest of serving students needs, including inclusion. She has heard from teachers for years, especially in the past few years the importance of understanding child

development and strategies to help the students with social emotional support. WestEd also shared that the lack of clear job descriptions and clarity of roles and responsibilities created a consistency problem District wide. Todd Lowell also asked WestEd about the organizational chart to build the special education department, specifically regarding ratios and staff needed to be successful. WestEd shared that RUSD has a solid organizational structure in place but needs to build in more skills and training. The Board unanimously thanked the WestEd team for their efforts on the report, and stated the importance of having a neutral third party's review and recommendation of District programs. The Board reinforced that Special Education is an area of high concern and interest and the results of the study will most likely drive policies, curriculum and communications as well as the re-design and growth of the program.

Public Comment: Tiffany Pelkey thanked the Board for approving the study, sharing that she believes the results will be very helpful to the District, students and families. A parent of a student in RUSD's Special Education Program at Sunset Ranch, thanked WestEd for the data regarding comparison districts and funding, and stated they would be interested in hearing more about RUSD's least restrictive environment options and how those services are offered to parents. Allison Hyatt, also a parent of a student in RUSD's Special Education Program at Sunset Ranch, shared with the Board that her child has been fully included in RUSD's programs since kindergarten and her child has had great success in the program. Hyatt asked the Board if they would be moving toward providing more inclusive services for families in the future.

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

Todd Lowell recognized Whitney High School's AFJROTC team for their outstanding performance at the 2015 NORCAL Invitational Drill Meet held at Consumnes Oaks High School. The team captured overall first place for the fourth year in a row, taking home 14 trophies including: 8 for first place and 4 for second place. Commanders included: Alise Askew, Kylar Savage, Jack Scaglione, Brenden Allen, Matthew Dunn and Thomas Easter. Whitney JROTC students also competed in a Drill Down Competition, involving over 200 cadets, taking 1st, 2nd, 3rd, 4th, 5th and 6th places (Katelene Gonzalo 1st, Jazmyne Metzler 2nd and Eric Leverenz 3rd).

6.0 **SPECIAL RECOGNITIONS/PRESENTATIONS**

- 6.1 Karen Huffines, Director of Elementary Programs and School Leadership, Jordan White, Coordinator of State and Federal Programs and Trustee Todd Lowell, recognized Mridini Vijay, 7th grade student from Granite Oaks Middle School, and Hailey Quach, 4th grade student at Rocklin Elementary School. Both students placed 1st in their respective grade levels at the annual Placer County Office of Education Oral Spelling Bee Competition.
- 6.2 Marty Flowers, Director, Secondary Programs and School Leadership and Trustee Wendy Lang, recognized the Rocklin High School Mock Trial Team(s) for placing first and second in the 2015 Placer County Mock Trial Competition. The RHS Blue Mock Trial team also completed in the state-level competition with student Matthew Lang receiving the Outstanding Bailiff Award at the state competition.
- 6.3 Marty Flowers, Director, Secondary Programs and School Leadership and Trustee Susan Halldin recognized Victory High School for their nomination as a 2015 California Model Continuation School by the California Department of Education and the California Continuation Education Association.

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

Public Comment: Kindergarten (and incoming Kindergarten) parents from Sunset Ranch, including Dara Warner, Jamie ManJarrez, Angela Tan, and Allison Hyatt, expressed their support of having aides in kindergarten classes, especially during testing.

Parent Allison Hyatt stated she has two students in the District, one in Sunset Ranch’s Special Education program. Hyatt expressed support of fostering a culture of inclusion with Special Education students from an early age (K).

Teachers Wendy Sherill (Granite Oaks Middle School), Joanne Smith (Rocklin Elementary), Jeffrey Underwood (Rocklin High School) and RTPA President Barbara Scott addressed the Board regarding the need for competitive employee compensation and benefits, bringing the teacher’s group in line with county and neighboring districts.

- 8.0 **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.

- 9.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** –

Wendy Lang shared that she and her family recently participated in the Run Rocklin Event, and is thankful for community events such as this that continue to give back to RUSD schools. Lang also share her gratitude to the Matt Redding family, who in response to the loss of their son, participated in the *Every 15 Minutes* event held this year at Whitney High School raising awareness of the dangers of drunk driving and the importance of responsible decisions by High School teens. Greg Daley thanked Susan Halldin for attending the Every 15 Minutes event and appreciated the continued efforts by the California Highway Patrol, RUSD, and Rocklin volunteers that work so hard to coordinate the event. Daley also applauded the Parker Whiney Walking Club and the administrator(s) who have coordinated the event for 17 years. Daley shared that he also recently attended several of the RUSD staff in-service meetings that were facilitated across the District. He was particularly thankful for the Classified Staff in service, thanking Deputy Superintendent of Educational Services, Deborah Sigman, for getting this group of employees together and facilitating important discussion(s). Halldin congratulated RUSD Student Board Member, Katrina Nham, for her recent acceptance and decision to attend UC Berkeley in the fall. Halldin also shared that her time at the overnight Spring View Marine Biology Camp was exceptional and was a great hands on learning experience for students. In response to her attendance at the *Every 15 Minutes* event, Halldin shared her appreciation for the community support of this important volunteer event, and expressed her gratitude for District participation. Todd Lowell shared that he, along with Superintendent Stock, recently attended RUSD’s 19th Annual Music Festival for music students, grades 7 – 12. Lowell stated it was a great showcase of outstanding student talent within RUSD schools. Lowell also shared his plans to attend and speak at the upcoming Rocklin Leadership Class, organized by the Rocklin Chamber of Commerce, with Superintendent Stock on April 16, 2015.

- 10.0 **ACTION ITEMS - CONSENT CALENDAR**

- 10.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
10.1.1 March 18, 2015 (Regular Meeting)

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

- 10.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 10.4 **APPROVE BILL WARRANTS** – Request to approve bill warrants. (Barbara Patterson)
- 10.5 **APPROVE MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 10.6 **ACCEPT DONATIONS** – Request to accept District donations. (Barbara Patterson)
- 10.7 **APPOINT ELEMENTARY SUMMER SCHOOL PRINCIPAL** – Request to approve appointment of 2015 Elementary Summer School Principal. (Colleen Slattery)
- 10.8 **APPOINT SECONDARY SUMMER SCHOOL PRINCIPAL(S)** – Request to approve appointment of 2015 Secondary Summer School Co-Principals. (Colleen Slattery)
- 10.9 **APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS** – Request approval of the Quarterly Report on Williams Uniform Complaint, for the quarter ending March 31, 2015. (Deborah Sigman)
- 10.10 **APPROVE COMPREHENSIVE SCHOOL SAFETY PLANS FOR 2015-16 SCHOOL YEAR** – Request approval of the Comprehensive School Safety Plans for the 2015-16 school year. (Deborah Sigman)
- 10.11 **APPROVE DRIVE RIGHT, ELEVENTH EDITION TEXTBOOK ADOPTION** – (Deborah Sigman)
- 10.12 **APPROVE REVISED DEPARTMENT SECRETARY JOB DESCRIPTION** – Request to approve proposed draft of revised Department Secretary job description. (Colleen Slattery)
- 10.13 **APPROVE AGREEMENT WITH JACOBSON JAMES & ASSOCIATES, INC. (JJ&A) TO CONDUCT STORM WATER TESTING ANALYSIS AND CALIFORNIA STATE REPORTING** – Request to approve agreement with JJ&A for consulting services. (Barbara Patterson)
- 10.14 **APPROVE PROPOSAL WITH CALIFORNIA DESIGN WEST FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR HVAC REPLACEMENTS AT ROCKLIN HIGH SCHOOL UNDER PROPOSITION 39** – Request to approve proposal with California Design West for architectural and engineering services as required for the replacement of HVAC units at Rocklin High School. (Sue Wesselius)
- 10.15 **APPROVE 2016-17 186 DAY SCHOOL YEAR CALENDAR** – Request approval of proposed 2016-17 186 day school year calendar. (Colleen Slattery)
- 10.16 **APPROVE OVERNIGHT FIELD TRIP(S)** – Request to approve the following overnight field trips. (Deborah Sigman)
 - 10.16.1 Rock Creek Elementary, students in grade 6, to attend an overnight field trip to a Science Camp held at Sly Park Environmental Education Center in Pollock Pines, CA (September 21 – September 24, 2015).
 - 10.16.2 Rocklin High School, student(s) from RHS Speech and Debate Team, to attend an overnight field trip to State Speech and Debate Tournament held at Vista Murrieta High School in Vista Murrieta, CA (April 17 – April 20, 2015).

- 10.17 **APPROVE STIPULATED EXPULSION(S)** – Request to approve agreement and stipulated expulsions for Student No. 041515-01 and Student No. 041515-02 as authorized by Government Code section 35146. (Deborah Sigman)

Todd Lowell noted his absence at the March 18, 2015, Board of Trustees meeting and requested removal of Item 10.1 for separate action. Greg Daley requested removal of item 10.2 for separate action.

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

A **MOTION** was made by Wendy Lang and seconded by Camille Maben to approve **item 10.1**, March 18, 2015 Board Minutes. Motion passed unanimously by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Maben – aye, Halldin – aye. (Lowell abstained)

A **MOTION** was made by Greg Daley and seconded by Susan Halldin to approve **item 10.2**, Certificated Personnel Report. Motion passed unanimously by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell – aye.

11.0 **ACTION ITEMS – REGULAR AGENDA**

- 11.1 **ROCKLIN HIGH SCHOOL PRINCIPAL** – Colleen Slattery, Assistant Superintendent Human Resources, requested appointment of Davis Stewart as new Rocklin High School Principal. (Colleen Slattery)

A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to appoint Davis Stewart as Rocklin High School Principal. Motion passed unanimously.

In response to the motion passing, Wendy Lang congratulated Davis Stewart and shared memories of Stewart’s important past leadership rolls at Middle Schools and High Schools within the District. Lang stated she is excited to see the support of staff at Rocklin High School (RHS) and is looking forward to the amazing work Stewart will be doing at RHS. Greg Daley thanked Stewart for the good work he has done in the past and shared that he too is looking forward to Stewart’s future achievements. Susan Halldin congratulated Stewart and stated she is looking forward to working with him. Camille Maben stated that she is grateful for Stewart’s past leadership, specifically at Rocklin High School, and knows that his history and knowledge of “what makes RHS tick” will be critical in the transition. Todd Lowell stated his admiration for Stewart’s strength of character and leadership style and expressed his full confidence that Stewart will rise to meet the great expectations set before him, leaning on the Board for support as needed for success.

Public Comment: Tiffany Pelkey, RHS grounds keeper, and Ryan O’Donnell, RHS teacher, expressed their support of Davis Stewart and the great qualities he brings to the leadership of the Rocklin High School team.

- 11.2 **TRANSFER OF PORTABLES BY CITY OF ROCKLIN TO ROCKLIN UNIFIED SCHOOL DISTRICT AND APPROVAL OF CONTRACT WITH CHILD DEVELOPMENT, INC (CDI) TO RUN PRESCHOOL PROGRAMS ON THREE ELEMENTARY SITES** – Barbara Patterson, Deputy Superintendent Business and Operations, addressed the Board regarding the approval of the donation of portables, furniture and equipment from the City of Rocklin and approval of the Lease and Facility Use Agreement and

the Agreement with Child Development Inc. (CDI) to provide preschool at the same locations as the current Club Rocklin.

Greg Daley inquired as to the condition of the portables being transferred from the City and what the liability would be for the District. Sue Wesselius, Senior Director of Facilities and Operations responded that they are all in very good condition and have been taken well care of but she would need to research more the questions of liability. Maben stated that she visited one of CDI's newly established Preschool programs in Dixon, with Karen Huffines and Deborah Sigman, and was impressed with the quality of CDI's staff and services provided in a new program. Maben stated that she observed kids fully engaged and that she looks forward to working with CDI as RUSD continues to invest in children early and often. Wendy Lang shared her full confidence in Maben's judgment regarding preschool program recommendations, due to Maben's vast experience in that area, and looks forward to partnering with CDI to continue to provide a solid preschool experience for children in Rocklin. Susan Halldin asked about Special Education opportunities within the Preschool program under CDI. Deputy Superintendent Sigman, stated that these types of services will definitely be part of the program. Daley stated that he would need more information about long term fiscal liability of accepting the portables to support the recommendation at this time.

Public Comment: Rock Creek SDC teacher stated that she is looking forward to having a new preschool in the District and the opportunities it will provide.

A **MOTION** was made by Camille Maben and seconded by Wendy Lang to accept approval of the donation of portable buildings, furniture and equipment from the City of Rocklin and approval of the Lease and Facility Use Agreement and the Agreement with Child Development Inc. (CDI) to provide preschool at the same locations as the current Club Rocklin. Motion passed 4 to 1 with the following roll call vote: Student Representative – aye, Lang – aye, Maben – aye, Halldin – aye, Lowell – aye, Daley – no.

- 11.3 **FACILITIES USE AGREEMENT WITH THE ROCKLIN EDUCATIONAL EXCELLENCE FOUNDATION (REEF) TO PROVIDE BEFORE AND AFTER SCHOOL PROGRAMS** – Sue Wesselius, Senior Director Facilities and Operations, requested approval of the Facility Use Agreement with REEF for utilities and custodial services for the 2015-16 school year.

Wendy Lang thanked Tom DeLapp, REEF President, for his and his team's hard work in providing a proposal for continued high quality before and after school programs to Rocklin students and for stepping up in making the transition of programs seamless.

Public comment: Tom DeLapp, 20 year Rocklin resident, stated that he is excited about the new opportunity to partner with the District and to work with CDI on its student driven before and after school programs. DeLapp stated that families can register their children during the last week in April for programs and that all current families participating, as well as all elementary families in Rocklin, will receive information about the transition and registration process. Superintendent Stock stated that Skott Hutton, RUSD Coordinator of Family Community Engagement & Strategic Planning, will also be sending out communications regarding the transition on behalf of the District.

A **MOTION** was made by Wendy Lang and seconded by Camille Maben to approve the Facilities Use Agreement with the Rocklin Educational Excellence Foundation (REEF) to provide before and after school programs. Motion passed unanimously.

- 11.4 **2015-16 INITIAL CONTRACT PROPOSAL FOR ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION (RTPA) AND SET DATE FOR PUBLIC HEARING –** Colleen Slattery, Assistant Superintendent Human Resources, requested acceptance of the RTPA 2015-16 contract proposal and to set May 20, 2015, as date for public hearing.

Public Comment: Colleen Crowe, RTPA Bargaining Chair, addressed the Board regarding the article updates needed. She stated she is looking forward to working with Human Resources to complete the updates.

A **MOTION** was made by Greg Daley and seconded by Susan Halldin to accept the 2015-16 initial contract proposal for Rocklin Teachers Professional Association (RTPA) and to set May 20th, 2015, as the date for the public hearing. Motion passed unanimously.

- 11.5 **ADOPTION OF COLLEGE PREPARATORY MATHEMATICS FOR GRADE 6, CORE CONNECTIONS MATHEMATICS, COURSE 1 –** Karen Huffines, Director Elementary Programs and School Leadership, shared with Trustees that the piloting teachers believe that the College Preparatory Mathematics (CPM), Core Connections, Course 1, is the appropriate choice for RUSD teachers and students and will maximize students' abilities to meet the rigorous math content standards set forth through the California Common Core State Standards adoption. As a result, staff recommended approval of CPM materials as the RUSD Grade 6 math adoption.

Wendy Lang asked about parent support tools in place and plans to communicate this information with parents. Karen shared that the District has a plan in place to train teachers on best practices to support parents and answer any questions they might have.

MOTION was made by Camille Maben and seconded by Susan Halldin to approve adoption of college preparatory mathematics for grade 6, Core Connections Mathematics, Course 1. Motion passed unanimously.

12.0 **INFORMATION AND REPORTS**

- 12.1 **LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP) INITIAL REVIEW -** Deborah Sigman, Deputy Superintendent Educational Services, presented information regarding the development of the 2015-16 Local Control and Accountability Plan (LCAP). Information and data were based on input from various stakeholders and were intended to provide the Board of Trustees with information prior to the LCAP Public Hearing and Adoption. Opportunities for input were provided to site and district leadership, parents, RTPA and CSEA leadership, students and various existing site and district committees. The public hearing for the Draft 2015-16 LCAP and Annual Update will occur at the May 20, 2015 Board meeting with anticipated approval at the June 24, 2015 Board Meeting.

Greg Daley asked if Special Education needs were included in this plan? Sigman responded that the law requires us to engage parents with special needs (ie: GATE, Special Education) so some of the funding can be used to target these specific areas, which is what the District has done and included in the plan (ie: training for instructional assistants for Special Education). Halldin asked if supplemental funds have to be spent on the three groups identified. Sigman responded that Districts can spend the funding on other groups as long as it is justified that the spending benefits one or all of the three groups identified. Halldin also asked about the "after school reference in the plan." Sigman responded that the reference and allocation is primarily for after school programs for English Language Learners.

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

- 14.0 **CLOSED SESSION** – Closed session convened at 8:47 P.M. regarding the following matters:
- 14.1 *Conference with Legal Counsel – Existing Litigation* as authorized by Government Code section 54956.9
 - 14.2 *Public employee discipline/dismissal/release pursuant* to Government Code section 54957.
 - 14.3 *Conference with Labor Negotiators* as authorized by Government Code Section 54957.6:
District Representative(s): Roger Stock, Superintendent
Barbara Patterson, Deputy Superintendent, Business and Operations
Colleen Slattery, Assistant Superintendent, Human Resources
- 15.0 **RECONVENE TO OPEN SESSION** – President Lowell reconvened the meeting to open session.
- 16.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION**
- The Board of Trustees took action to release two Probationary Classified Employees. The vote was unanimous.
- The Board of Trustees took action to release a First Year Non-reelect Probationary Teacher pursuant to Education Code section 44929.21. The vote was unanimous.
- 17.0 **ADJOURNMENT**– President Lowell adjourned the meeting at 10:20 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.

**ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES**
WORKSHOP: SPECIAL ED STUDY BY WEST ED 5:15 – 6:15 P.M.
REGULAR MEETING 6:30 P.M.

ATTENDANCE SIGN-IN SHEET

Wednesday, April 15, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Astrid Fann	AZ	632 1095
Colleen Root	AC	" "
Bryce Lauritzen	WHS	632-6500
Andrea Opel	WHS/ ^{Psych} SVMS/18-22	aopel@rocklin.k12.ca.us
Jenna Treju	SVMS	jtreju@rocklin.k12.ca.us
Amy Rogers	parent	preston40@yahoo.com
Kelly Krusner	WHS	632-6500
Lynn Hansen	CS Teacher	lhansen@rocklin.k12.ca.us
Janet Streeter	STP Educator	916 770 5879
Jenny Sins	SVMS counselor	624 3381 x4232
Farah Hoekstra	SVMS counselor	624-3381 x4229
Brandy Roman	Parent	916 847-2216
Anna Langen	Parent	916-259-2839
Jill Meshwert	RHS	
Marie Williams	VHS	
Chris Purdy	Various APE	916-257-9582

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

Craig Hamilton & Sunset Ranch
Richard H. ...

NICK KOSINSKI
Vick
Fovitt

parent, sunset elementary

WHS

Dan Parker

WHS

Deborah Hardy

Breen

Emily Thomas

WHS

Stephanie Becke

SRES

Emilie CAVOTT

WHS

Amanda Bannister

WHS

Susan Clarke

SRE

Kristin Du

RU

JH

SIMS

Dana Warner

Parent

Lisa Johnson

SE

Kelly King

Breen / Skanch

R. Caballe

Sierra

E. Mitchell

RHS

W. Shereef

GOMS

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
 WORKSHOP: SPECIAL ED STUDY BY WEST ED 5:15 – 6:15 P.M.
 REGULAR MEETING 6:30 P.M.

ATTENDANCE SIGN-IN SHEET

Wednesday, April 15, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Amanda Makis	RUSD 1	amakis@rocklinusd.org
Shari Anderson	VVES/RUSD	
Jennifer Newton	AC	jnewton@rocklinusd.org
BRITNEY MEYER	SMS	bmeyer@rocklin.k12.ca.us
Denny Bush	PW	
J. Fisher	Search	
Miranda Lucera	RHS	
Kate Kirk	SRES	
Kari Vsta	WHS	
Kathy Patterson	RHS	
Chae Sabwite	CDT	
Mary Wald	CDT	
Michelle Sloan	CDT	
Amber Cole	GOMS	
Dee Torrington	Gomv	
Spelley	MO CSEA	

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

Jane WNS

dlane@rocklin.Hi.ca.us

Dolly Van Wagner UC

Gary Jackson Breen

Travis Mougrette WHS

WinterHungerford - Breen

LINDSAY AUST WHS

Gayle Goldsmith - PW

Jesse Adams WHS

Jason Knowles WHS

Terri Hays SVMS

Kp Saini Sunset Ranch

Dave Muscarella RHS

ROB DIRKSE LEADERSHIP
ROCKLIN

Lori Guin SE

Jeff Strawn SE

Brian Swamy GO

Diane Cameron RHS

Jerica Siska RHS

Sarah Gillette RHS

Joanne Smith RE

James Cook PW

Yvonne Hesser RE

Lynn Wheeler SRES

Patty Meyer RC

Ashiana Giffman SR
BOM

**ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES**

**WORKSHOP: SPECIAL ED STUDY BY WEST ED 5:15 – 6:15 P.M.
REGULAR MEETING 6:30 P.M.**

ATTENDANCE SIGN-IN SHEET

Wednesday, April 15, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Melody Thorson	RUSD	mtthorson@rocklinusd.org
Hannah Anderson	RUSD	handerson@rocklinusd.org
Meredith Gilbert	RUSD AC	mgilbert@rocklinusd.org
Jennifer Palmer	RUSD	jpalmere@rocklinusd.org
<i>[Signature]</i>	RUSD	klutrich@rocklin.k12.ca.us
Brian Armi	RUSD	
<i>[Signature]</i>	RHS	
Jay Holmes	COMS	
Ben Davidson	SUMS	
Colleen Crowe	RHS	
Barbara Scott	SE/AC	
Becci Spainhour	<i>[Signature]</i>	
Patty Seyfried	RUSD	
Linda Jehuech	RUSD	
Sarah Latimer	SIR	
Mari Oxenham	Breen	

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

BA Chestnut Rocklin El.

Angela Jan
Alicia Butler
Mamie Leath
SNOW

SES
DU
WHS

Matt Bumgardner

RHS

Barbara White

RES

Laurie Adams

RES

Margaret Lubinski

SR

Holly Cable

~~SR~~ RC

Nicole Mazzoni

RC

Holly Snyder

RC

T. Hellen

RC

H. Lauer

RC

W. Grider

RC

N. Gillespie

RC

Q. Bra

RC

K. Stutts

RC

Krista Radulovic

RC

Jenna A. Sprinkle

RC

Lemica Permy

VV

CERTIFICATED/MANAGEMENT PERSONNEL REPORT

RESIGNATIONS/RETIREMENTS:

1. Claudia Barnhart, 3rd Grade Teacher, Rocklin Elementary, Retirement 6/5/2015
2. David Dick, Band Teacher, Rocklin High School, Retirement 6/5/2015
3. Kathleen Kees, 5th Grade Teacher, Granite Oaks Middle School, Resignation 6/5/2015
4. Debra Kilbourne, 4th Grade Teacher, Sunset Ranch Elementary, Retirement 6/5/2015
5. Charlotte Klinock, Program Specialist II, Victory High School, Resignation 6/30/2015
6. Lorraine Littlejohn, Elementary Librarian, Retirement 6/5/2015
7. Brittaney Meyer, Assistant Principal, Spring View Middle School, Resignation 6/30/2015
8. Cynthia Quintero, School Psychologist, Resignation 6/10/2015
9. Jeffrey Strawn, 6th Grade Teacher, Sierra Elementary, Resignation 6/5/2015

CLASSIFIED PERSONNEL REPORT

RESIGNATIONS/RETIREMENT:

1. Nancy Holihan, School Clerk, Antelope Creek Elementary, 6/30/15
2. Joey Jergo, Special Ed Aide I, Instructional Aide, Granite Oaks, 4/24/15
3. Shelby Amador-Nava, Special Ed Aide I, Rocklin High School, 4/21/15
4. Nicole Perez, Instructional Aide, Rocklin Elementary School, 4/24/15

LEAVE OF ABSENCE:

5. Debbie Williams, Special Ed Aide I, Spring View Middle School, 4/8/15-6/4/15
6. Mona Spohn, Special Ed Aide II, Antelope Creek Elementary School, 4/7/15-6/4/15

NEW HIRES FOR 2014-15:

7. Linda Edwards, Department Secretary, Maintenance 4/20/15
8. Maggie Lloyd, Special Education Aide II, Parker Whitney Elementary, 4/27/15
9. Emily Colton, Special Education Aide I, Whitney High School, 5/4/15
10. Robert Perry, Night Custodian, RHS, 5/4/15
11. Neal Adams, Delivery Driver/Warehouse Worker, Nutrition Services, 5/1/15

RECLASSIFICATIONS/CHANGE IN HOURS:

12. Erin Collins, Personnel Analyst, District Office, 5/6/15
13. Alicia Sciscio, Bookkeeper, RHS, 4/20/2015
14. Stacey Daniels, Library Aide, RU, 4/24/2015 (increase in hours)
15. Jennyfer Garcia, Special Education Aide II, SR, 4/20/15 (increase in hours)
16. Penny Siler, Special Education Aide II, SR, 7/1/15 (increase in hours)
17. Sarah Leverenz, LVN, WHS, 4/15/15
18. Lindsay Culver, Special Ed Aide II, Transition School, 5/4/15 (increase in hours)

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Donations
DEPARTMENT: Office of the Deputy Superintendent, Business and Operations

Background:

The District receives donations from various individuals and companies throughout the year.

Status:

It is the practice of the District to bring all donations to the Board on a monthly basis.

Presenter:

Barbara Patterson, Deputy Superintendent, Business and Operations

Financial Impact:

Current year: \$ 20,337.70
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:

List of donations

Recommendation:

Staff recommends accepting donations.

DONATIONS /May 20, 2015

Date	Donor	Donation	Comment/Purpose	School Site
4/13/2015	David Tzend	\$200.00	Support Science Lab	Rocklin Elem.
4/10/2015	Rock Creek Dance Performance	\$4,092.50	Dance Extravaganza tickets	Rock Creek
4/1/2015	Sierra Elementary PTC	\$13,500.00	Cart of Chrome Books	Sierra
4/21/2015	Whitney ASB	\$256.00	Printing for Every 15 Min.	Whitney HS
4/15/2015	Scott Becker	\$170.00	Spring SAT Donation	Rocklin HS
4/15/2015	David Tastor	\$170.00	Spring SAT Donation	Rocklin HS
4/15/2015	Chick-Fil-A	\$909.20	Fundraiser Night	Breen
4/15/2015	Morton Golf Foundation	\$1,000.00		Rocklin Elem.
4/20/2015	AT&T Employee Giving Campaign	\$40.00	On behalf of Jennifer Huston	Valley View
	Total	\$20,337.70		

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Contract Renewal with Interquest Detection Canines of Central Valley

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Since the 2003-04 school year, the Board has approved agreements with Interquest Detection Canines of Central Valley to provide contraband inspection services utilizing non-aggressive contraband detection canines. These inspection services have been randomly performed on each of our campuses serving students in grades nine through twelve throughout each of these school years.

Status:

The services of Interquest Detection Canines of Central Valley have been excellent. This service would continue to be performed during twelve (12) half day visits throughout the 2015-16 school year. Correspondence and scheduling for such visits is coordinated through the Office of the Director of Secondary Programs and School Leadership, Educational Services in conjunction with the high school principals.

Presenter(s):

Martin Flowers, Director of Secondary Programs and School Leadership

Financial Impact:

Current year: N/A
Future years: \$300.00 per visit, totaling \$3600.00 for the year
Funding source: School Safety Plan

Materials/Films:

None

Other People Who Might Be Present:

Deborah Sigman, Deputy Superintendent, Educational Services

Allotment of Time:

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

Packet Information:

Interquest Detection Canines of Central Valley 2015-16 agreement.

Recommendation:

Staff recommends approval of the Interquest Detection Canines of Central Valley 2015-16 agreement.

Interquest Detection Canines®
Of Central Valley
Rocklin Unified
(the District)

This shall serve as an agreement by and between Interquest Detection Canines® of Central Valley and the DISTRICT for substance awareness and detection services for the period of July 2015 through June 2016.

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT.

INTERQUEST policy precludes the use of detection canines to "sniff" individuals under any circumstances.

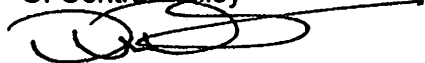
INTERQUEST agrees to provide 12 HALF day visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. Each visit will be \$300.00/visit. Multiple canine teams will be charged on a per team basis. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. DISTRICT will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. Service will NOT be scheduled until the calendar is received.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and regional regulatory agencies as required. Detection canines are certified as reliable by the Drug Beat or equivalent independent agency. All employees are registered with the Department of Justice in accordance with California Education Code requirements.

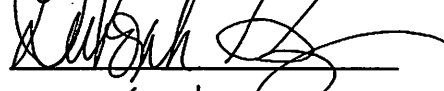
The DISTRICT agrees to hold harmless INTERQUEST, its Director and employees from and against any and all claims, demands, actions and suits, including but not limited to, any liability for damages by reason of or arising from contraband remaining undetected.

INTERQUEST DETECTION CANINES®
Of Central Valley



Debra DeShon
Owner

Signature for the District.



Date: 3/17/2015

Please return one (1) copy of this Agreement and your District calendar to:
PO Box 238
Denair, CA 95316

Retain the other copy for school files.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve California High School Exit Examination (CAHSEE) Waiver with Modifications for Eligible Special Education Students per Individualized Education Program (IEP) or Section 504 Plan

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

In California, all high school students must pass the California High School Exit Examination (CAHSEE) to receive a high school diploma. Per California *Education Code* Section 60851(c)(1), grade 10, 11, or 12 students with disabilities shall be permitted to use modifications when taking the exam if their Individualized Education Program (IEP) or 504 accommodation plan allows the use of modifications either on the CAHSEE or other standardized testing or during classroom instruction or assessment.

Status:

Twenty-six RUSD students are eligible for this waiver as described in California *Education Code* Section 60851(c)(1). These students took the CAHSEE with modifications per their IEP or 504 plans. Student names have been provided to Board of Trustees.

Presenter(s):

Deborah Sigman, Deputy Superintendent, Educational Services

Financial Impact:

Current Year: N/A
Future Year: N/A
Funding Source: N/A

Material/Films:

None

Other People Who Might Present:

None

Allotment of Time:

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

Packet Information Item:

None

Recommendation:

Staff recommends approval of the CAHSEE waiver with modifications for eligible special education students per *Education Code* Section 60851(c)(1).

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve California High School Exit Examination (CAHSEE) Exemption Waiver
for Eligible Special Education Students per Individualized Section or Section 504 Plan

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Beginning with 2009–10 school year, California *Education Code* Section 60852.3 provides an exemption from meeting the CAHSEE requirement as a condition of receiving a high school diploma of graduation for eligible students with disabilities who have an individualized education program (IEP) or a Section 504 accommodation plan. The IEP or Section 504 plans must state that the student is scheduled to receive a high school diploma, and has satisfied or will satisfy all other state and local requirements for high school graduation, on or after July 1, 2009.

Status:

Per their IEP or Section 504 Plans, four students meet the requirement for receiving an exemption from passing the CAHSEE as a condition of the receipt of a high school diploma. These student names have been provided to the Board of Trustees.

Presenter(s):

Deborah Sigman, Deputy Superintendent, Educational Services

Financial Impact:

Current Year: N/A
Future Year: N/A
Funding Source: N/A

Material/Films:

None

Other People Who Might Present:

None

Allotment of Time:

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

Packet Information Item:

None

Recommendation:

Staff recommends approval of the CAHSEE exemption waiver for eligible special education students per California *Education Code* Section 60852.3.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approval to Purchase and Install One Relocatable Classroom for Sunset Ranch Elementary

DEPARTMENT: Office of the Senior Director, Facilities & Operations

Background:

Sunset Ranch is experiencing a larger than normal bubble of incoming kindergartners for the 2015-16 school year. This growth, when combined with going to a full day kindergarten program at Sunset Ranch effective 2015-16, creates the need for a fifth kindergarten classroom.

Status:

Staff and the architect are currently working on site placement and Division of the State Architect (DSA) plans. In order to keep this project on target due to the very aggressive timeline, staff is seeking approval from the Board to purchase the necessary building, architectural services and contractor services through a Lease/Leaseback process to enable this project to be completed by the beginning of the 2015-16 school year.

The building cost is not to exceed \$50,000.00. Architectural and engineering fees, DSA fees, utilities and low voltage systems infrastructure costs, and furniture and equipment needs will bring the entire project to a not to exceed cost of approximately \$130,000.00

Presenter:

Sue Wesselius, Office of the Senior Director, Facilities & Operations

Financial Impact:

Current year: Not to exceed \$50,000 from Mello Roos (Fund 49)
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:

Portable Facilities Leasing Quote

Recommendation:

Staff is seeking Board approval for proceeding with the necessary steps to secure a building, obtain DSA approval and arrange for the complete installation of one relocatable classroom at Sunset Ranch Elementary School to accommodate growth for the 2015-16 school year.

PORTABLE FACILITIES LEASING

5/12/15

Rocklin Unified

Sue Wesselius swesselius@rocklin.k12.ca.us

Re: Quote for classroom

Sue,

Thank you for your call regarding the District's need for an additional classroom. We do have a left handed building available. We will need to visit the site and get a site plan to be sure we do not need any additional equipment to install.

PRICE FOR (1) USED 30x32

Cost	\$39,500
Add Restroom	6,000
Standard reconditioned Ramp	1,200
Sales Tax 7.5%	<u>1,430</u>
	\$48,130
 Sprinkler System	 TBD

Quote includes: New exterior Paint
 Reconditioned walls
 Low voltage by others
 Delivery and Installation

The above proposal includes:

Delivery and installation;
Standard 4 x 7 handicap ramp
New exterior paint to match existing site (2 colors)
Perimeter skirting of building;
Division of the State Architect (DSA) plans and calculations;
Back boxes and conduit in walls for future fire alarm system installed by Owner;
does not include any conduit or back boxes in the attic space;
Prevailing Wages for installation of building (s).

PORTABLE FACILITIES LEASING

Page 2 of 2

The above proposal does not include:

Any site preparation;
Any utility hook-ups;
Any surveying or staking of corners;
Any local agency fees or approvals;
Costs incurred for DSA approvals or DSA inspectors;
Pilot cars and transportation permit(s) when required by local regulations.

It is understood that owner will:

- Provide a building pad level within 9" from corner to corner.
- Provide building pad 6' wider and 10' longer than the building to accommodate the foundation pads and ramp and landing.
- Assure us that building pad will be accessible to our trucks and trailers for delivery and off loading. If not accessible, cost of skating, forklift, crane, etc. will be paid by Owner.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Award of Contract to Blansett Construction Services for DSA Inspection Services for the Granite Oaks Expansion Project, Addition of One Relocatable at Sunset Ranch and the HVAC Project at Rocklin High School

DEPARTMENT: Office of the Senior Director, Facilities & Operations

Background:

The State requires a licensed DSA inspector on DSA approved school projects.

Status:

Staff recommends that Blansett Construction Services be hired by the District to perform state required inspection services for the Granite Oaks Expansion Project, Addition of One Relocatable at Sunset Ranch, and the HVAC Project at Rocklin High School.

Presenter:

Sue Wesselius, Office of the Senior Director, Facilities & Operations

Financial Impact:

Current year: \$92,400.00
Future years: N/A
Funding source: Mello Roos and Developer Fees

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:

General Contract for Services included.

Recommendation:

Staff recommends that the Board award the contract to Blansett Construction Services for DSA Inspection of the Granite Oaks Expansion Project, Addition of One Relocatable at Sunset Ranch Elementary, and the HVAC Project at Rocklin High School.

Blansett Construction Services
640 East 9th Str.
Lincoln Ca. 95648
916-300-4588 916-434-2658

May 6, 2015

Proposal to Provide Inspection Services

Ms. Sue Wesselius
Rocklin Unified School District
2615 Sierra Meadows Dr.
Rocklin, Ca. 95677

Subject: Granite Oaks Middle School Expansion 2015

Dear Ms. Wesselius,

Blansett Construction Services would like to provide the Division of the State Architect required inspection services as required under Section 4-342 of Title 24-Part 1, for the above noted project. I propose to provide these services at the rate of Seventy Five Dollars (\$75) per Hour and for a fee not to exceed Ninety Two Thousand Four Hundred Dollars (\$92,400.00). This proposal is for the Granite Oaks project, the HVAC project at RHS, and a portable addition. This not to exceed number is based on full time (40 hrs. per week) for 7 months.

This proposal is dependent upon DSA approval of myself for these projects. If you should find this proposal acceptable, billing for these services will occur on the 1st day of the month for services provided during the previous month. This proposal will remain valid for ninety (90) days from today's date.

Thank you very much.

Sincerely,

Vern Blansett

Vern Blansett, Inspector

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Award of Bid for Exterior Painting at Breen and Cobblestone Elementary Schools

DEPARTMENT: Office of the Senior Director, Facilities & Operations

Background:

The District went out to bid for the exterior painting of seventeen (17) relocatable classrooms and one ball wall at Breen Elementary School and an additional four (4) relocatable classrooms at Cobblestone Elementary School. This painting work is scheduled to be completed this summer.

Status:

Bids for the Exterior Painting of Designated Classrooms at Breen Elementary School and Cobblestone Elementary School were solicited by phone and advertisement in the newspaper and opened by the District on May 12, 2015 at 2:00 pm.

Bids were received from:

A Plus Painting	\$56,200.00
CAM Painting	\$54,000.00
Diamond Painting	\$38,000.00
James L. Harris Painting	\$33,100.00
Horizon Brothers Painting	\$33,600.00
Pro-Ex Painting	\$47,000.00
Sunset Painting	\$66,950.00

Bids were reviewed by the Senior Director of Facilities & Operations and the Assistant Director of Facilities & Maintenance. The reviewers were in agreement to recommend award to James L. Harris Painting for the complete bid of \$33,100.00

Presenter:

Sue Wesselius, Office of the Senior Director, Facilities & Operations

Financial Impact:

Current year: \$33,100.00
Future years: N/A
Funding source: Deferred Maintenance (Fund 14)

Allotment of Time:

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

Packet Information:

None

Recommendation:

Staff recommends approval of the bid for the Exterior Painting of Designated Classrooms at Breen Elementary and Cobblestone Elementary Schools in the amount of \$33,100.00 with James L. Harris Painting.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Award of Bid for Prop 39 Energy Management System at Rocklin High School

DEPARTMENT: Office of the Senior Director - Facilities & Operations

Background:

On September 17, 2014, staff presented a Prop 39 Update (California Clean Energy Jobs Act) to the Board outlining the process and potential projects to be completed using this funding. On December 31, 2014, the District's Prop 39 expenditure plan for various projects throughout the district was approved by the California Energy Commission.

Funding for these projects will arrive over a five year period beginning in 2013-14 through 2017-18. The District has received funding to begin to implement several major projects at Rocklin High School this summer. The first project that has gone out to bid is the conversion of the Energy Management System from Novar to Alerton. Novar is no longer supported nor are parts available. Any used parts salvaged from the Rocklin High School conversion will be saved and used at our other campuses, thereby keeping them up and functioning until those systems can also be converted to Alerton.

Alerton was approved as the District standard for our energy management system by the Board of Trustees at the March 4, 2015 Board meeting. District staff must standardize on certain systems we currently use that provide the greatest serviceability and dependability, are easier to maintain while best meeting the ongoing needs of the district.

Status:

Bids for the "Replacement of the Energy Management System at Rocklin High School" were solicited by phone and advertisement in the newspaper and opened by the District on May 1, 2015 at 10:00 a.m.

Bids were received from:

L&H Airco

Bids were reviewed by the Assistant Director of Facilities & Maintenance and the Energy Education Specialist. The reviewers were in agreement to recommend award to L&H Airco for the complete bid of \$340,252.00.

Presenter:

Sue Wesselius, Office of the Senior Director - Facilities & Operations

Financial Impact:

Current year: \$340,252.00
Future years: N/A
Funding source: Prop 39

Allotment of Time:

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

Packet Information:

None

Recommendation:

Staff recommends approval of the bid for the Replacement of the Energy Management System at Rocklin High School in the amount of \$340,252.00 to L&H Airco.

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 11.14
CONSENT
May 20, 2015

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 decreases in salaries and benefits due to vacancy savings, Proposition 39 energy revenues and expenses, special education billback from PCOE; increases in local restricted donation and Crane grant revenues; and increases in utility and non-public agency contract expenditures.

Major changes in other funds include an increase in LCFF revenue due to more ADA and salaries and benefits in the Charter Fund; an increase in developer fee revenues and expenditures for expansion of facilities at Granite Oaks Middle School in the Developer Fee Fund.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

Current year: General Fund \$210,409, Charter Fund \$97,474, Cafeteria Fund \$2,981, Developer Fee Fund \$183,438 and Mello Roos Fund (\$64,788).
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:

Budget revisions are included in the agenda packet.

Recommendation:

Staff recommends approval of the budget revisions.

FUND 01		
Beginning Excess of Revenues over Expenditures		\$ (1,739,059)
Revenues		
Decrease in LCFF funding gap from 29.56% to 29.16%	\$ (91,664)	
Decrease in salary abatements	(17,883)	
Increase in federal awards	13,005	
Decrease in Prop 39 energy funds	(87,906)	
Decrease in SELPA funding	(91,827)	
Increase in Crane grant	230,551	
Increase in local unrestricted donations	39,476	
Increase in local restricted donations	78,359	
Increase in PG&E credit due to billing error	55,568	
Increase in one-time technology rebate	27,764	
Increase in unrestricted lottery revenue	19,919	
Increase in miscellaneous revenues	16,411	
Total Increase in Revenues		191,773
Expenditures		
Net decrease for change in salary and benefits, substitutes and vacancy savings	\$ (107,947)	
Decrease in transportation fuel and supplies	(20,666)	
Increase in technology equipment replacement	42,146	
Decrease in federal expenditures	(12,665)	
Increase in non-public agency contracts	102,990	
Increase for school services contract	15,000	
Increase in utilities and energy management costs	207,366	
Increase in local unrestricted donations	38,692	
Increase in local restricted donations	78,359	
Decrease in Special Education billback from PCOE	(209,468)	
Increase in Crane grant	110,247	
Decrease in Prop 39 energy expenditures	(260,559)	
Decrease in miscellaneous expenditures	(2,131)	
Total Decrease in Expenditures		(18,636)
Revised Excess of Expenditures over Revenues		(1,528,650)
Revised Beginning Fund Balance		13,369,867
Revised Ending Fund Balance		\$ 11,841,217

FUND 09 CHARTER SCHOOL		
Beginning Excess of Revenues over Expenditures		\$ 66,747
Revenues		
Increase in LCFF revenue due to higher ADA	\$ 195,642	
Increase in lottery funding	6,504	
Increase in mandated cost funding	3,003	
Total Increase in Revenues		205,149
Expenditures		
Increase in staffing/benefits and vacancy savings	\$ 96,075	
Increase in materials and supplies	11,600	
Total Increase in Expenditures		107,675
Revised Excess of Revenues over Expenditures		164,221
Revised Beginning Fund Balance		44,695
Revised Ending Fund Balance		\$ 208,916

FUND 13 CAFETERIA		
Beginning Excess of Revenues over Expenditures		\$ 29,364
Revenues		
Increase in salary abatements		541
Expenditures		
Decrease in staffing/benefits for food service workers and vacancy savings		(2,440)
Revised Excess of Revenues over Expenditures		32,345
Revised Beginning Fund Balance		480,643
Revised Ending Fund Balance		\$ 512,988

FUND 25 DEVELOPER FEES		
Beginning Excess of Revenues over Expenditures		\$ 443,840
Revenues		
Increase in developer fees	\$ 300,000	
Increase for sale of surplus property	1,010	
Total Increase in Revenues		301,010
Expenditures		
Increase for Granite Oaks expansion		117,572
Revised Excess of Revenues over Expenditures		627,278
Revised Beginning Fund Balance		3,694,485
Revised Ending Fund Balance		\$ 4,321,763

FUND 49 MELLO-ROOS		
Beginning Excess of Expenditures over Revenues		\$ (356,316)
Revenues		
Decrease in one time developer fee revenues	\$ (30,000)	
Increase for sale of surplus property	710	
Total Decrease in Revenues		(29,290)
Expenditures		
Increase for Granite Oaks expansion		35,498
Revised Excess of Expenditures over Revenues		(421,104)
Revised Beginning Fund Balance		16,480,517
Revised Ending Fund Balance		\$ 16,059,413

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Reject Claim No. R1501
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.

Presenter:

Barbara Patterson, Deputy Superintendent of Business and Operations

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:

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

Recommendation:

Staff recommends rejecting Claim No. R1501.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Resolution No. 14-15-12 to Establish Temporary Interfund Transfers of Special or Restricted Fund Moneys

DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

Education Code Section 42603 specifies that the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district. This borrowing must be repaid in the same fiscal year or the following year if borrowing takes place within 120 days of the fiscal year end. In addition, no more than 75% of money held in any fund during the current fiscal year may be transferred.

Status:

The Placer County Treasurer's Office looks at the district as a whole. As long as it has cash, the Treasurer's Office will process warrants drawn on any district fund. To ensure compliance with Ed Code 42603, staff is recommending that the Board approve this resolution on an annual basis.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

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 Resolution No. 14-15-12 is enclosed.

Recommendation:

Staff recommends approval of Resolution No. 14-15-12 for temporary interfund transfers.

RESOLUTION NO. 14-15-12
BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT

RESOLUTION TO ESTABLISH TEMPORARY INTERFUND TRANSFERS OF SPECIAL OR RESTRICTED
FUND MONEYS

WHEREAS, the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603; and

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account; and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year;

NOW THEREFORE, BE IT RESOLVED that the Governing Board of the Rocklin Unified School District, in accordance with the provisions of Education Code section 42603 adopts the following authorization for fiscal year 2014-15 to temporarily transfer funds between the following funds provided that all transfers are approved by the Superintendent or his designee:

- General Fund
- Deferred Maintenance
- Cafeteria
- Capital Facilities (Building Fees)
- Special Reserve for Capital Outlay
- County Schools Facility Fund
- Mello Roos Project Fund
- Mello Roos Repayment Fund
- Charter Fund
- Retirement Benefit Fund

THE FOREGOING RESOLUTION was duly passed and adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 20th day of May, 2015 by the following roll call vote:

AYES:

NOES:

ABSENT:

Signed and approved by me after its passage.

President, Rocklin Unified Board of Trustees

ATTEST:

Clerk of the Rocklin Unified Board of Trustees

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Resolution 14-15-13 Authorizing End-of-Year Budget Transfers

DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

This is a standard end-of-year action to close the fiscal year. Budget transfers are often necessary to cover year-end entries to the proper accounts. The California State Accounting Manual and state audit requirements require that no major state object code (i.e., 1000's, 2000's) for any fund may be overdrawn at the end of the year.

Status:

This needs Board approval.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

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 included in your packet.

Recommendation:

Staff recommends approval of Resolution 14-15-13 authorizing end-of-year budget transfers.

**RESOLUTION 14-15-13
BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT**

**In the Matter of: A RESOLUTION AUTHORIZING END-
OF-YEAR BUDGET TRANSFERS**

The following RESOLUTION was duly adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 20th day of May, 2015, 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

BE IT HEREBY RESOLVED that the District Business Official or County Superintendent of Schools, pursuant to Education Code Section 42601, be authorized to make transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications, or balance any expenditure classifications of the budget of the district for the 2014-15 school year.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Senior Director of Facilities, Maintenance, and Operations Job Description

DEPARTMENT: Office of the Assistant Superintendent – Human Resources

Background:

Sue Wesselius, the current Senior Director of Facilities and Operations is retiring effective August 18, 2015. Currently the Senior Director of Facilities and Operations along with the Deputy Superintendent of Business and Operations, now include oversight over Maintenance. This will enhance alignment in District Maintenance to serve schools. There will be no change in the Rocklin Administrators Professional Association (RAPA) salary schedule other than the job title.

Status:

The Senior Director of Facilities, Maintenance, and Operations will replace the Senior Director of Facilities and Operations effective July 1, 2015.

Presenter:

Colleen Slattery, Assistant Superintendent of Human Resources

Financial Impact:

Current year: No Change
Future years: No Change
Funding source:

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:

A copy of the proposed Senior Director of Facilities, Maintenance, and Operations job description along with a draft of the Rocklin Administrators Professional Association (RAPA) salary schedule is attached.

Recommendation:

Staff recommends approval the appointment of a new Assistant Superintendent of Human Resources, effective July 1, 2014.

Rocklin Unified School District

2615 Sierra Meadows Drive, Rocklin, CA 95677
(916) 624-2428 / www.rocklin.k12.ca.us



Job Description

POSITION TITLE: Senior Director of Facilities, Maintenance, and Operations

SALARY PLACEMENT: Administrative Salary Schedule
Rocklin Administrative Professionals Association

SUMMARY:

Under the supervision of the Deputy Superintendent, the Senior Director of Facilities, Maintenance, and Operations is responsible for: the planning, organization, coordination, and implementation of the school and district facility program; Oversees and is responsible for site level custodial, maintenance and grounds through the existing Assistant Director of Facilities and Maintenance; and assumes and performs related work as necessary or required. ~~Oversees and is responsible for the district's Department of Transportation through the Director of Transportation.~~ Oversees and is responsible for the Energy Education Specialist and energy conservation program.

SUPERVISOR:

Deputy Superintendent, Business and Operations

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The essential duties and responsibilities for this position include but are not limited to the following:

1. Advise site and other administration regarding facility, construction, maintenance, operations, grounds, and energy conservation, ~~and transportation~~ needs.
2. Recommend employment, retention, discipline, and termination of staff under supervision.
3. Enforce various District polices and work rules.
4. Develop, recommend, and monitor facilities, maintenance, and operations ~~and transportation department's annual~~ departments' annual budgets.
5. Oversees facility use by outside groups and district programs at all district facilities.
6. Develop and update the planning database for schools and district facilities (e.g. student enrollments, construction rates, student yield factors, address grid systems, building data, district maps, school boundaries).*
7. Develop and update short and long range projections for student enrollments and residential and commercial construction rates.*
8. Develop and update the short (one year) and long (five year) master plans for new and existing sites, schools and district facilities.*

9. Develop and update financial plans and funding sources in support of the short and long range facilities master plans. *
10. Prepare and submit applications and plans for state funds, city funds, county funds, impact fees, developer fees, bond funds, and other local funding sources.
11. Coordinate the review and approval of all funding applications with the funding agency (city, county, state, etc.) and interested or affected organizations (BIA, community committees, school sites, etc.).
12. Administer the receipt, collection, disbursement, accounting and financial reporting of all funds received from agencies, fees, sale of bonds and local funding sources in support of the facility program.
13. Coordinate the preparation of plans from the development of educational, performance and equipment specifications for school and district facilities.
14. Develop and update time lines for the acquisition and construction of new facilities and the repair, reconstruction or relocation of existing facilities.
15. Coordinate, negotiate, implement and supervise the sale, disposal, trade or acquisition of district easements, leases, agreements, sites, and facilities, and surplus equipment.
16. Coordinate, implement, and supervise the construction of new school and district facilities and the repair, reconstruction, and relocation of existing schools and facilities.
17. Coordinate the selection, monitoring, and supervision of services provided by architects, engineers, consultants, contractors, attorneys, bond counselors, bond underwriters, inspectors, and other professional service agencies used in support of the facilities program.
18. Prepare and present periodic or special facility housing and financial reports to the public, funding agencies, board of trustees, superintendent's cabinet, leadership team, school sites, and community groups.
19. Attend and participate in ~~board~~ Board of trustee Trustee, cabinet, state agency, city, county, and community meetings as required.
20. Perform related duties as required or assigned by the Deputy Superintendent.

*All in cooperation with other agencies, developers, consultants and other departments.

KNOWLEDGE OF:

- Theory, principles, and practice of facility planning, public education and administration.
- State architect approval process.
- Bidding process.
- Applicable codes, ordinances and regulations.
- Basics of school bonds.
- Personal computers and related software.
- Project construction techniques such as Lease/Leaseback, Multiple Prime, etc.
- Principles of supervision.

ABILITY TO:

- Ability to read and interpret instruction specifications, architectural drawings and schematics.
- Express ideas effectively verbally and in writing.
- Prepare technical reports and specifications.
- Make technical presentations before staff and the public.
- Coordinate and inspect construction and maintenance projects.

- Analyze situations and develop appropriate recommendations for actions.
- Establish and maintain effective working relationships with others.
- Coordinate the work of outside contractors and professionals.

EDUCATION:

Graduation from a four-year accredited college or university with a degree in business, architecture, construction management, civil engineering, or related field or equivalent training/work experience.

EXPERIENCE:

A minimum of two years experience in the profession or management level experience in facilities planning, construction work, maintenance, or operations.

CERTIFICATES, LICENSE, REGISTRATIONS:

Valid California Driver's License

PHYSICAL REQUIREMENTS:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to sit, stand, walk, use hands, and reach with hands and arms. The employee is occasionally required to stand and walk. Specific vision abilities required by this job include close vision and ability to adjust focus.

Medical Category II:

1. Position requires moderate physical exertion associated with the ability to lift, carry, push, pull or climb.
2. Position requires physical capability for sustained physical work; requires strength and endurance associated with moderate physical effort.
3. Position requires moderate physical effort while performing continuous moderate lifting.
4. Lifting 50 pounds maximum or carrying any object weighing up to 25 pounds.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in indoor environmental conditions. The employee is occasionally exposed to moving mechanical parts, heavy equipment, and outdoor weather conditions. The employee uses personal vehicle for work-related travel. The noise level in the work environment is usually loud.

Adopted: March 21, 2012
 Revised: May 20, 2015

The Rocklin Unified School District does not discriminate on the basis of color, race, religion, ancestry, national origin, age, sex, sexual orientation, gender, ethnic group identification, mental or physical disability in its educational programs, activities, or employment. All educational opportunities will be offered without regard to color, race, religion, ancestry, national origin, age, sex, sexual orientation, gender, ethnic group identification, and mental or physical disability.

No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made. It is the responsibility of the applicant to notify the employer of any necessary modifications to the job or work site in order to determine whether the employer can reasonably accommodate any known disability.

ROCKLIN UNIFIED SCHOOL DISTRICT

DRAFT

Administrative Salary Schedule
Rocklin Administrators Professional Association

Appendix C

CERTIFICATED ADMINISTRATORS							
POSITION	DAYS	STEPS					
		A	B	C	D	E	F
Director, Secondary Programs and School Leadership	223	\$114,866	\$120,613	\$126,643	\$129,809	\$133,056	\$136,383
Director, Elementary Programs and School Leadership	223	\$114,866	\$120,613	\$126,643	\$129,809	\$133,056	\$136,383
Principal, High School	220	\$110,488	\$115,974	\$121,772	\$124,816	\$127,938	\$131,137
Director of Special Education and Support Programs	223	\$103,112	\$108,268	\$113,682	\$116,523	\$119,434	\$122,420
Principal, Middle School	214	\$99,703	\$104,685	\$109,917	\$112,355	\$115,483	\$118,369
Principal, Alternative Ed	214	\$97,858	\$102,748	\$107,885	\$110,583	\$113,347	\$116,182
Principal, Elementary School	214	\$97,858	\$102,748	\$107,885	\$110,583	\$113,347	\$116,182
Assistant Principal, High School	215	\$96,202	\$101,008	\$106,058	\$108,710	\$111,426	\$114,212
Assistant Principal, Middle School	205	\$87,991	\$92,390	\$97,010	\$99,436	\$101,920	\$104,469
Assistant Principal, Elementary School	205	\$84,569	\$88,795	\$93,236	\$95,566	\$97,955	\$100,405
Coordinator	205	\$84,569	\$88,795	\$93,236	\$95,566	\$97,955	\$100,405
Program Specialist II	205	\$78,381	\$82,300	\$86,418	\$88,578	\$90,792	\$93,062
Program Specialist I	195	\$69,144	\$72,602	\$76,232	\$78,138	\$80,091	\$82,095
Health Services Supervisor	192	\$67,373	\$70,741	\$74,280	\$76,138	\$78,039	\$79,991
CLASSIFIED MANAGERS							
POSITION	DAYS	STEPS					
		A	B	C	D	E	F
Senior Director of Facilities, Maintenance, and Operations	226	\$99,325	\$104,201	\$109,413	\$112,144	\$114,947	\$117,823
Director of Fiscal and Purchasing Services	226	\$93,496	\$98,014	\$102,759	\$105,327	\$107,961	\$110,659
Chief Technology Officer	226	\$95,255	\$100,017	\$105,018	\$107,644	\$110,336	\$113,093
Systems Engineer	226	\$90,375	\$94,895	\$99,639	\$102,129	\$104,682	\$107,300
Coordinator of Family/Community Engagement and Strategic Planning	205	\$84,569	\$88,795	\$93,236	\$95,566	\$97,955	\$100,405
Energy Education Specialist	226	\$78,193	\$82,104	\$86,209	\$87,847	\$90,572	\$92,839
Director of Transportation	226	\$76,611	\$79,949	\$83,947	\$86,045	\$88,197	\$90,402
Director of Nutrition Services	226	\$76,611	\$79,949	\$83,947	\$86,045	\$88,197	\$90,402
Assistant Director of Facilities and Maintenance	226	\$73,585	\$76,792	\$80,632	\$82,647	\$84,714	\$86,832
Accounting Manager	226	\$67,019	\$70,370	\$73,889	\$75,737	\$77,631	\$79,570

\$934 - Stipend for MA or MS or \$1,363 for Ph.D./Ed.D.

Adopted: 10/15/2008 (3.90% & .68%)
 Effective: 7/01/2008 (3.90%)
 Effective: 1/01/2009 (.68%)
 Revised 01/21/2009, Eff. 1/01/2009 (rescind .68%)
 Revised 5/05/2010 For 2010-2011 thru 2011-2012
 Effective: 7/01/2010 - 4 furlough and 2% salary reduction- Furlough and salary reduction applies to matrix only
 Revised 5/19/2010; Effective 7/01/2010 - position language
 Revised 6/16/2010; Effective 7/01/2010 - position language
 Revised 3/10/2011; Effective 3/10/2011- Add Energy Ed Specialist
 Adopted: 3/16/2011
 Revised: 7/22/2011 - rescind 2 furlough & 1% salary reduction
 Adopted: 8/23/2011
 Revised: 9/12/2011- rescind remaining 2 furlough & 1% salary reduction
 Adopted: 9/21/2011
 Revised: 2/8/2012
 Adopted: 2/15/2012
 Revised: 3/6/2012
 Adopted: 3/7/2012

Revised: 3/15/2012
 Adopted: 3/21/2012
 Revised: 5/3/2012
 Adopted: 5/16/2012
 Revised: 3/20/14 reflects 4% increase for 2013-14; 4% increase effective 7/1/14
 Adopted: 4/2/2014
 Revised: 5/15/14 - Director of Elementary Programs eliminated; add Directors of Elementary/Secondary Programs & School Leadership
 Adopted: 5/21/2014
 Revised: 5/23/2014 - Add Coordinator of Family/Community Engagement & Strategic Planning
 Adopted: 6/11/2014
 Revised: 10/23/14 - Change Food Services to Nutrition Services
 Adopted: 11/5/2014
 Revised: 11/17/14 reflects 0.54 increase retroactive to 7/1/14
 Adopted: 12/11/2014
 Revised: 4/23/15 Sr. Director of Facilities and Operations-title revision adding Maintenance
 Adopted: 5/20/2015

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Material Revision to Rocklin Independent Charter Academy (RICA) Charter Petition

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Rocklin Independent Charter Academy (RICA) has successfully offered K-12 classes during the 2013-14 and 2014-15 school years. There has been increased interest from families to expand the program to offer transitional kindergarten (TK). The TK students would spend two days on campus and three days of family facilitated learning under the direction of a credentialed teacher.

Rica is also requesting an increase in the allowable number of students enrolled. The current petition allows for a maximum of 300. RICA would like to increase that number to 500. During the 2013-2014 school year enrollment grew to 165. In 2014-15 it grew to 202. At the current rate of growth RICA will exceed its currently allowed enrollment numbers during the 2015-16 school year.

Status:

Staff and Administration have looked at available classroom space and teacher availability to add additional students at all grade levels. Seventh and eighth grades will be moved to the Rocklin High School annex creating more classroom spaces. Classes have also been restructured to accommodate increased enrollment, but maintain required teacher student ratios. The RICA advisory board has reviewed and approved the request to add TK students. In addition RICA staff have reviewed and selected appropriate curriculum for a TK student.

Presenter(s):

Marty Flowers, Director, Secondary Programs & School Leadership
Charlotte Klinock, Program Specialist, RICA

Financial Impact:

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

Materials/Films:

Revised RICA Charter Petition

Other People Who Might Be Present:

Deborah Sigman, Deputy Superintendent, Educational Services
Mark Williams, Principal, Victory High School

Allotment of Time:

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

Packet Information:

None

Recommendation:

Staff recommends approval of the material revisions requested – add a Transitional Kindergarten and increase enrollment cap to 500.

CHARTER Material Revision

Of the

Rocklin Independent Charter Academy A California Public Charter School

Whereas the governing board of the Rocklin Unified School District received an amended charter petition on May 20 , 2015 duly submitted pursuant to Education Code Section 47605, and

Whereas the governing board of the Rocklin Unified School District, on May 20, 2015 has determined that the applicants have assembled and presented a valid and meritorious amended charter petition;

Resolved that the governing board of the Rocklin Unified School District hereby approves and grants this amended charter petition by a vote of ___ to ___ on May 20, 2015

Be it further resolved that this charter constitutes a binding contract upon the Rocklin Unified School District Board of Trustees and the Rocklin Independent Charter Academy.

Mark Williams, Principal

Date

Roger Stock, Superintendent

Date

Todd Lowell, President, Board of Trustees

Date

CHARTER

Of the

Rocklin Independent Charter Academy ***A California Public Charter School***

Whereas the governing board of the Rocklin Unified School District received a valid charter petition on April 10 , 2013, duly signed by authorized parents or teachers and submitted pursuant to Education Code Section 47605, and

Whereas the governing board of the Rocklin Unified School District, after holding a public hearing on April 17 , 2013 and considering the level of parent and staff support, has determined that the applicants have assembled and presented a valid and meritorious charter petition;

Resolved that the governing board of the Rocklin Unified School District hereby approves and grants this charter petition by a vote of 5 to 0 on May 15, 2013

Be it further resolved that this charter constitutes a binding contract upon the Rocklin Unified School District Board of Trustees and the Rocklin Independent Charter Academy.

Witnessed:

Greg Daley, Clerk
Rocklin Unified School District Board of Trustees

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Rocklin Independent Charter Academy

"Believe Achieve Succeed"

AFFIRMATIONS / ASSURANCES

As the authorized lead petitioner, I, Charlotte Klinock, hereby certify that the information submitted in this application for the establishment of the California public charter school **Rocklin Independent Charter Academy (RICA)** located within the boundaries of the Rocklin Unified School District ("District") is true to the best of my knowledge and belief; I also certify that this application does not constitute the conversion of a private school to the status of a public charter school; and further I understand that if awarded the charter, RICA:

- Shall meet all statewide standards and conduct the student assessments required, pursuant to Education Code Section 60605 and 60851, and any other statewide standards authorized in statute, or student assessments applicable to students in non-charter public schools. [Ref. Education Code Section 47605(c)(1)]
- Shall be non-sectarian in its programs, admissions policies, employment practices, and all other operations. [Ref. Education Code Section 47605(d)(1)]
- Shall not charge tuition. [Ref. Education Code Section 47605(d)(1)]
- Shall admit all students who wish to attend RICA, and who submit a timely application, unless the Rocklin Independent Charter Academy receives a greater number of applications than there are spaces for students, in which case each application will be given equal chance of admission through a public random lottery process. Except as provided in Education Code Section 47605(d)(2), admission to RICA shall not be determined according to the place of residence of the student or his or her parents within the State. [Ref. Education Code Section 47605(d)(2)(A)-(B)]
- Shall not discriminate on the basis of the characteristics listed in Section 220 (actual or perceived disability, gender, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or association with an individual who has any of the aforementioned characteristics). [Ref. Education Code Section 47605(d)(1)]
- Shall adhere to all provisions of federal law related to students with disabilities including, but not limited to, Section 504 of the Rehabilitation Act of 1974, Title II of the Americans with Disabilities Act of 1990 and the Individuals with Disabilities in Education Improvement Act of 2004.
- Shall meet all requirements for employment set forth in applicable provisions of law, including, but not limited to credentials, as necessary. [Ref. Title 5 California Code of Regulations Section 11967.5.1(f)(5)(C)]
- Shall ensure that teachers in RICA hold a Commission on Teacher Credentialing certificate, permit, or other document equivalent to that which a teacher in other public schools are required to hold. As allowed by statute, flexibility will be given to non-core, non-college preparatory teachers. [Ref. California Education Code Section 47605(l)]
- Shall at all times maintain all necessary and appropriate insurance coverage.
- Shall, for each fiscal year, offer at a minimum, the number of minutes of instruction per grade level as required by Education Code Section 47612.5(a)(1)(A)-(D)

- Will follow any and all other federal, state, and local laws and regulations that apply to RICA including but not limited to:
- RICA shall maintain accurate and contemporaneous written records that document all pupil attendance and make these records available for audit and inspection.
- RICA shall on a regular basis consult with its parents and teachers regarding the Rocklin Independent Charter Academy's education programs.
- RICA shall comply with any jurisdictional limitations to location of its facility.
- RICA shall comply with all laws establishing the minimum and maximum age for public school enrollment.
- RICA shall comply with all applicable portions of the No Child Left Behind Act.
- RICA shall comply with the Public Records Act.
- RICA shall comply with the Family Educational Rights and Privacy Act.
- RICA shall meet or exceed the legally required minimum of school days.

As the authorized representative of the applicant, I hereby certify that the information submitted in this application for the charter of Rocklin Independent Charter Academy to be located in Rocklin, CA, which will operate within the geographic boundaries of the Rocklin Unified School District, is true to the best of my knowledge and belief; I further understand that if awarded a charter, the school will comply with all assurances listed above.

Charlotte Klinock Date
Program Specialist II Rocklin Independent Charter Academy

Rocklin Independent Charter Academy

ELEMENTS

A. Educational Philosophy

“A description of the educational program of the school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an ‘educated person’ in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling pupils to become self-motivated, competent, and lifelong learners.”

-California Education Code Section 47605(b)(5)(A)

Students to be served

RICA serves students in grades TK-12 who reside in Placer, Nevada, El Dorado, Sacramento, Sutter, or Yuba Counties. The students’ backgrounds should represent the heterogeneity found in the population of the Rocklin Unified School District.

The School anticipates growing in the upcoming years to serve an estimated 500 students in grades TK-12. The students residing in and near the area served by the School will likely represent a broad and diverse cross section of suburban, school aged youth. Their academic achievement levels are likely to span a broad range, and some students will likely require considerable acceleration in their academic skills and knowledge in order to succeed in the School.

What it means to be an Educated Person in the 21st Century

The School’s founders believe that a well-educated person in the 21st century possesses the knowledge and skills to succeed as affective citizens, workers, and leaders. They should be able to see connections so as to be able to make sense of the world and act within it in creative ways to purposely communicate, problem solve and disseminate information.

How Learning Best Occurs

1. Students have different learning styles, and learn best when engaged in multiple learning modes.

Some students learn visually while others are auditory learners. Some learn inductively and others deductively. There are at least a dozen such classifications by which educational theorists attempt to define and categorize students. Research on learning styles teaches that educators should present material in multiple ways. Although not inclusive the follow represent some effective strategies: visual aids—such as charts, graphs, tables, film clips, and illustrations, hand-on activities, small group discussions, and simulations.

2. Students come to the learning experience with prior knowledge as well as many presumptions and misconceptions.

Students arrive at school with various presumptions, some of which are correct but many are incorrect or overly simplistic. One task of a teacher is to introduce students to new concepts and information that challenges these preconceptions and misunderstandings.

3. Learning encompasses a process of discovery and a process of mastery.

The process of discovery involves formulation explanations, making predictions, and solving problems. It also involves understanding and organizing facts in the context of a conceptual framework. In addition it requires exploration, inquiry and investigation. The process of mastery involves developing a foundation of factual knowledge and making certain skills automatic. It also requires practice, repetition, and memorization. Both of these processes are essential, as is reflection on the very process of learning.

4. Students need to develop skills that will allow them to pursue learning on their own and critical assess their own performance.

Life-long learning depends on students' ability to learn on their own, to transfer skills to unfamiliar situations, and to critically evaluate their performance. They need to take charge of their own learning and to internalize high standards. Frequent and timely feedback is crucial in helping students develop critical standards for assessing their work.

5. Learning is most successful when it is an active and self-conscious process.

Learning involves much more than a process in which a student receives and assimilates information passively. Rather, it is an active process in which a student must process information, by extracting, analyzing, evaluating, organizing, and synthesizing information, so that it can be retrieved and used in problem solving

Vision of Rocklin Independent Charter Academy

Rocklin Independent Charter Academy will build a community of active learners in grades TK-12 by providing pathways for students to succeed in higher education, enter the workforce, and be a valued community member. Rocklin Independent Charter Academy will enable students to become competent, self-motivated, lifelong learners by providing a student centered environment in which all students will be held to high academic and behavioral standards, will work in collaborative relationships, both within and outside the School.

Mission of Rocklin Independent Charter Academy

The mission of Rocklin Independent Charter Academy is to facilitate learning opportunities to assist students in meeting their individual educational goals through a variety of learning options that are academically enriching.

Expected School-Wide Learning Results

We believe that all students graduating from Rocklin Independent Charter Academy will be prepared to meet the demands of today's society by demonstrating mastery of the Expected School-wide Learning Result's (ESLR's). Rocklin Independent Charter Academy will prepare students to become:

Self-Directed Life- Long Learners who:

- Set and achieve goals.
- Self-evaluate and revise in the process of achieving goals.
- Demonstrate self-respect by developing a strong work ethic towards personal & academic goals.

Critically Thinking Problem Solvers who:

- Develop problem-solving strategies.
- Distinguish fact from opinion.
- Connect ideas across subject matters to accomplish meaningful tasks.
- Collect and interpret information for meaningful writing assignments.

Academic Achievers who:

- Exhibit proficiency in Reading, Writing, and Math.
- Demonstrate the ability to read, write, and listen reflectively and critically.
- Write and speak with confidence and clarity to a diverse audience.

Technologically Literate who:

- Proficiently use computers and commonly used production software.
- Explain the application of technology in different disciplines.

Valued Community Members who:

- Understand the role and responsibilities of a citizen.
- Demonstrate knowledge of human diversity and understand the importance of individual differences.
- Exhibit respect towards peers, adults, and the community.

Curriculum and Content

Rocklin Independent Charter Academy will be a Western Association of Schools and Colleges (WASC) accredited school which offers curriculum that meets the California's Common Core State Standards for students in grades TK-12 culminating with a high school diploma. Rocklin Independent Charter Academy is an independent study school with the support of tutoring, intensive intervention, direct instruction, technology, electives, and college coursework. The school year will meet (or exceed) the minimum number of instructional minutes as required by Education Code for grades TK-12. All student assessments will be designed to support achievement of the State Common Core Standards. The RICA curriculum will be tailored to meet the individual needs of its students by providing choice, variety and flexibility. This diversified curriculum will include vocational, college preparatory and advanced studies with

tutorial support. A variety of curriculum delivery options designed for independent charter school students will be made available including classroom and online instruction. Enrichment opportunities will include a variety of educational field trips, Partnerships with ROP, Guest Speakers/Assemblies, College to Career preparation, ASB, etc.

RICA will develop a Blended 3-Tier Model in which our school will offer three forms of instructional delivery to all students. These would include:

- **Independent Study:** Includes Assigned Independent Work - Exams taken on-site, weekly meetings w/ teacher, and Drop-in Support Class with tutoring services.
- **Direct Instruction:** Includes teacher directed classes, science labs, remediation, and core math & language arts.
- **Online Delivery:** Includes: online based curriculum of A-G and Credit Recovery Courses (accessed at home and on site)

Using this blended model, RICA will develop individual learning plans for each student utilizing a combination of these delivery options to meet the student’s needs.

Graduation Requirements

Students wishing to obtain a high school diploma from RICA are required to meet the following (In addition to passing the CAHSEE in ELA and Math):

<u>Course</u>	<u>Credit</u>
English.....	40
Social Science.....	35
o Geography (5)	
o World History (10)	
o US (10)	
o Economics (5)	
o Government (5)	
Science.....	20
o Physical (10)	
o Life (10)	
Mathematics.....	20
o Algebra (10)	
o Mathematics (10)	
Physical Education	20
o (5 credits may be filled by Community Service)	
Fine Arts or Foreign Language.....	10
Health.....	5
Technology.....	5
Graduation Portfolio.....	5
<u>Electives.....</u>	<u>40</u>
Total:	200

A-G Eligibility

The Rocklin Independent Charter Academy will submit its courses to the University of California and California State University approval board with the goal of meeting the “a-g”

course requirements for all graduating seniors. The Rocklin Independent Charter Academy will provide students and parents with a course catalogue or its equivalent, informing parents about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. RICA will notify parents and all stakeholders within 5 business days of any changes made in course eligibility as it relates to transferring to another high school or for college entrance requirements.

B. Measurable Pupil Outcomes

“The measurable pupil outcomes identified for use by the charter school. ‘Pupil outcomes,’ for purposes of this part, means the extent to which all pupils of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school’s educational program.”

-California Education Code Section 47605(b)(5)(B)

Students of RICA will demonstrate the following skills upon graduation:

1. **CORE ACADEMIC SKILLS.** Appropriate grade-level mastery of the California State Content Standards in:
 - a. **History/Social Science:** Students will understand and apply civic, historical, and geographical knowledge in order to serve as citizens in today’s world of diverse cultures.
 - b. **Mathematics:** Students will develop abilities to reason logically and to understand and apply mathematical processes and concepts, and other mathematical subjects that the staff and school governing board deem appropriate.
 - c. **Language Arts:** Students will demonstrate strong writing, listening, reading, speaking and presentation skills, in multiple forms of expression, with communication skills appropriate to the setting and audience. Students will comprehend and critically interpret multiple forms of expression including literature from various time periods and cultures.
 - d. **Science:** Students will successfully utilize scientific research and inquiry methods to understand and apply the major concepts underlying various branches of science.
 - e. **Electives:** Students may choose from a variety of electives through district approved curriculum, and college coursework.
2. **LIFE LONG LEARNING.** Students will develop skills which will enable them to pursue their own path of learning throughout their adult lives including:
 - a. Study skills and habits, e.g. note-taking, library research skills, learning strategies, application of technology and internet research.
 - b. The ability to plan, initiate, and complete projects.
 - c. Reflection and evaluation of one’s own work.
 - d. Mastery of ESLR’s.
3. **SOCIAL/INTERPERSONAL SKILLS.** Students will demonstrate:
 - a. Strong citizenship and leadership skills by volunteering time to the School and/or greater community.
 - b. The ability to collaborate and work effectively with others in cooperative groups during direct instruction courses and school activities.

4. LIFE SKILLS. Students will develop:
 - a. Skills necessary for a healthy productive adult life, including: personal financial management (e.g. balancing checkbook, budgeting, filing systems, and other skills applicable to home and personal and family functions).
 - b. Job readiness and career development skills (e.g., developing resumes, job internship skills, work experience) and social skills necessary to maintain a job.
 - c. Higher education continuance skills (e.g., college applications, financial aid forms, community college courses).

Student exit outcomes will be further subdivided into a list of specific “grade-level” skills required in each of the above areas at different grade and skill levels. These specific grade and skill-level standards will incorporate those included in the California Common Core content and performance standards. In addition to attaining specific content area and grade/skill-level standards, students will also demonstrate their overall progress toward graduation readiness through a series of “benchmark” performances at various points throughout their experience at Rocklin Independent Charter Academy.

Current Student Outcomes for Rocklin Independent School

Based upon current testing data, Rocklin Independent School shows both successes and areas of growth needed. In regards to CAHSEE testing, there was a significant increase between 2011 and 2012 in the percentage of students who not only passed but also scored Proficient or above. Current data for CST’s show students (school-wide) scored the following in all core subjects.

- Language Arts: 39% proficient or above (31% Below/Far below basic)
- US History: 34% proficient or above (40% Below/Far below basic)
- Life Science: 32% proficient or above (32% Below/Far below basic)
- World History: 16% proficient or above (63% Below/Far below basic)
- Algebra 1: 3% proficient or above (78% Below/Far below basic)

Based on the data given above, the staff of RICA will increase school-wide achievement from Below Basic/Far Below Basic to Basic and above by 5% in all subjects.

Additional Supports for Academically Low Achieving Students including Subpopulations

RICA will develop an individualized learning plan for each student based on academic achievement needs. In addition the following strategies will be implemented to provide additional interventions for academically low achieving students.

Math

- Differentiated instruction and as well as a variety of supplemental materials designated for each subgroup will be used to make the curriculum accessible to low achieving students
- During professional development days and weekly faculty collaboration times, Teachers will discuss the academic progress of low-achieving students to develop and refine intervention supports.
- Students who demonstrate difficulty with mathematics may be grouped for targeted strategic interventions during skills lessons. An intervention teacher will meet with these small groups or individuals on a weekly basis.

Language Arts

- Students who demonstrate difficulty with reading will be grouped according to their instructional reading level and provided with small group guided reading instruction related to their areas of need during reading workshops.
- Additionally, teachers will work with each student in order to assist them in selecting independent reading material that is appropriate for each child's reading level. Teachers will conference with students to discuss each child's independent reading selection and ensure the child is selecting a text that is adequately matched to the child's reading level and to provide individualized instruction and support.
- Students who demonstrate difficulty with writing will receive support. This support will include specific mini-lessons that target the student's writing challenges, additional conferencing time/duration, and/or other strategies aimed at helping the child to improve

Student progress will be monitored on an ongoing basis through a combination of teacher assessments, benchmark assessments, and tri-annual diagnostic testing. If intervention supports do not lead to sufficient progress, an SST will be convened to consider additional or alternative intervention strategies.

C. Methods to Assess Pupil Progress Towards Meeting Outcomes

"The method by which pupil progress in meeting those pupil outcomes is measured.

-- California Education Code Section 47605(b)(5)(C)

All Rocklin Independent Charter Academy students will demonstrate "academic mastery" in all of the core academic areas. For non-special needs and non-limited English proficient (LEP) students, "mastery" will be defined as a score of "proficient" or above on the California Standards Test and a grade of C or better on all year-end academic assessments. Portfolios and exhibitions will be assessed according to school-wide rubrics, with input from teachers across all content areas. "Mastery" for special needs and LEP students will be defined appropriately according to their Individualized Education Plans and English proficiency levels.

Rocklin Independent Charter Academy students will be assessed in each of the required core academic skill areas by a combination of ongoing assessments, which may include:

- California Standards Tests (CST)/ Smarter Balanced Assessments
- California High School Exit Exams (CAHSEE)
- Fifth, Seventh, and Ninth Grade Physical Fitness Test
- Final Exams
- Benchmark Assessments
- Portfolios
- Oral Presentations
- Formative Assessments
- Research Papers
- Computerized Assessments (Renaissance Learning and others)
- School Developed Writing Rubrics

The state assessments listed above will be conducted within the state window. All additional assessments will be conducted regularly throughout the year. Formative assessments will be conducted at the conclusion of each chapter or unit. Renaissance Learning and other diagnostic assessments will be conducted a minimum of 3 times per year.

Analysis of Assessments:

RICA is committed to using both benchmark assessments and standard aligned assessments as well as diagnostic and formative assessments in our school-wide assessment plan. RICA will utilize a Student Information System to track and maintain student data. We will use this system to create reports that will allow us to disaggregate, analyze, and disseminate performance data to staff, parents, students, School Site Council and the District Board of Trustees. RICA teachers and staff will be engaged in an on-going process of data review and evaluation in connection to student learning outcomes. They will analyze individual data to review student performance in direct instruction classes, weekly independent and online classes and benchmark data. In all cases, teachers will be guided to look at how students performed on multiple measures and then identify students who are not making adequate progress. Additionally, assessment data will be used to judge the effectiveness of curriculum units and teaching. This information will then be used to refine or change future units and instruction. Collaborative teams grouped by grade levels and subject areas will use these opportunities to form questions that arise from the data, develop hypotheses around the questions, and pursue different strategies or actions to improve student outcomes. Individual student achievement will also be tracked longitudinally.

Reporting to Parents

At the beginning of every school year, RICA will hold orientation meetings during which we will share our assessment philosophy and system in order to educate the families on how to access assessment data. In addition, these meetings will address the variable credit system and how to read the report card so as to know if their student is making progress in independent study. Such data may include student report cards, CST results, SARC, interim and benchmark assessments, student portfolios, and project assessments. Families will have access to some of this information through the School's website. In addition, assessment data will be shared

directly with families during teacher-parent conferences, phone calls, and by sending materials home with students. Teachers and administrators will track parent contact.

Reporting to Governing Board of Trustees

An annual written programmatic report will be provided by RICA to the District Board of Trustees each year that will include student outcomes.

Academically Low Achieving Students

At RICA, low achieving students are defined as students who score below basic or far below basic on the California Standards Tests and/or students who have a grade point average less than 2.0 and/or have received a grade of NC in one or more core classes at the comprehensive sites. Low achieving students are thoroughly integrated into the student body at RICA and participate fully in all aspects of the curriculum.

Academically High Achieving Students

At RICA, high achieving students are defined as students who score at an advanced level on the California Standards Tests and/or students who have a grade point average higher than 3.5. Identified students will be allowed to work at an accelerated pace, participate in leadership activities at the School (such as ASB and Site Council), and/or receive additional assignments to challenge the student.

D. Governance Structure of School

"The governance structure of the school including, but not limited to, the process to be followed by the school to ensure parental involvement."

-California Education Code Section 47605(b)(5)(D)

Rocklin Independent Charter Academy will be a California public school. The School will be governed pursuant to the board policies adopted by the authorizing LEA, Rocklin Unified School District.

The Board of Trustees' major roles and responsibilities will include establishing and approving all major educational and operational policies, including all major contracts, the School's annual budget and overseeing the School's fiscal affairs, and selecting and evaluating the top administrative staff. The governance and management structure will be those of the District. The governing structure of RICA will be directed by the District's elected Board of Trustees consisting of five (5) members retaining existing terms and qualifications. The current election process for the Board of Trustees will remain in place. The ultimate authority of the governance of RICA will remain with this elected District Board of Trustees. A selected Trustee *may* be seated on the Site Council to facilitate communication and mutual understanding between RICA and the District.

Additional reports that will be made to the governing board by RICA to include enrollment updates, curriculum changes, current instructional programs, and test data. RICA will provide these reports twice a year for three years beginning in the 2013-2014 school year. An annual written programmatic report will be provided each year thereafter.

District Trustee(s) or a selected representative will make an annual on-site visit in conjunction with the written annual programmatic report.

RICA will be non-discriminatory in its programs, admissions policies, employment practices, and all other operations, shall not charge tuition, and shall not discriminate on the basis of race, ethnicity, national origin, gender, sexual orientation or disability be it actual or perceived.

School Site Council/ Parent Involvement

RICA will develop a School Site Council (SSC). The SSC will be comprised of a minimum of 5 members with parents, community members, and/or students making up 51% or more of the SSC. School Site Council will convene 6 times per year or as often as deemed necessary to oversee the operations of RICA. These include but are not limited to updates on enrollment, budget and expenditures, testing data, curriculum, educational field trips, activities, and special programs.

All parents/guardians are encouraged to participate as volunteers only after meeting all district requirements.

English Learners

RICA will meet all applicable legal requirements for English Learners as it pertains to annual notification to parents, student identification, placement, program options, EL and core content instruction, teacher qualifications and training, re-classification to fluent English proficient status, monitoring and evaluating program effectiveness, and standardized testing requirement. RICA will follow current District policies to assure proper placement, evaluation, and communication regarding EL's and the rights of students and parents. The District's EL Coordinator will be responsible for CELDT testing and reclassification of students.

Special Education

It is understood that all children will have access to the Charter School and no student shall be denied admission due to disability.

- RICA shall comply with the Individuals with Disabilities in Education
- Act of 2004 (IDEA), Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities (ADA).
- The District shall be responsible for compliance with Section 504 and the ADA.
- RICA will comply with Child Find requirements to seek out and identify any student who may qualify for special education programs and services.
- RICA agrees to implement a Student Study Team Process, a regular education function which shall monitor and guide referrals for Section 504 and special education services.

As a public school of the District, solely for purposes of providing special education and related services under the IDEA pursuant to Education Code Section 47641(b), in accordance with Education Code Section 47646 and 20 U.S.C. 1413, RICA seeks services from the District for special education students enrolled in RICA in the same manner as is provided to students in other District schools. RICA will follow the District and SELPA policies and procedures, and shall utilize SELPA forms in seeking out and identifying and serving students who may qualify for special education programs and services and for responding to record requests and maintaining the confidentiality of pupil records. RICA will comply with District protocol as to the delineation of duties between the District central office and the local school site in providing special education instruction and related services to identified pupils.

RICA recognizes its legal responsibility to ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation, be denied the benefits of, or otherwise be subjected to discrimination under any program of RICA. Any student, who has an objectively identified disability which substantially limits a major life activity including but not limited to learning, is eligible for accommodations by the School.

SST Process

SST's are initiated by a parent request, teacher referral or counselor referral. A meeting is held with the student, parent, academic counselor, administrator and teachers. Reports are given by each teacher along with suggested intervention tools to increase achievement in class. This list of intervention tools are documented and provided to all teachers. A time period of no less than 4 weeks of attempted intervention is conducted. If achievement does not improve, a follow up SST will occur. Before a student is tested for Special Education, an SST will document all tried interventions to determine if Special Education testing is to proceed. If the resulting evaluation establishes that a student is eligible for special education services, such services will be provided by the district.

Staffing

All special education services at RICA will be delivered by individuals or agencies qualified to provide special education services as required by California's Education Code and the IDEA. RICA staff shall participate in all mandatory District in-service training relating to special education.

It is the understanding that the District will be responsible for the hiring, training, and employment of site staff necessary to provide special education services to its students, including, without limitation, special education teachers, paraprofessionals, and resource specialists. The District shall also be responsible for the hiring, training, and employment of itinerant staff necessary to provide special education services to RICA students, including, without limitation, speech therapists, occupational therapists, behavioral therapists, and psychologists.

Notification and Coordination

RICA shall promptly notify the District of all requests it receives for assessment, services, complaints, IEP meetings, reimbursement, compensatory education, mediation, and/or due process whether these requests are verbal or in writing.

RICA shall follow District policies as they apply to all District schools for notifying District personnel regarding the discipline of special education students to ensure District pre-approval prior to imposing a suspension or expulsion. RICA shall assist in the coordination of any communications and immediately act according to District and SELPA policies relating to disciplining special education students.

Identification and Referral

RICA shall have the responsibility to identify, refer, and work cooperatively in locating RICA students who have or may have exceptional needs that qualify them to receive special education services. RICA will implement District and SELPA policies and procedures to ensure timely identification and referral of students who have, or may have, such exceptional needs. A pupil shall be referred by RICA for special education only after the resources of the regular education program have been considered, and where appropriate, utilized.

RICA understands that the District shall provide RICA with any assistance that it generally provides its schools in the identification and referral processes, and will ensure that RICA is provided with notification and relevant files of all students who have an existing IEP and who are transferring to RICA from a District school. The District shall have unfettered access to all RICA student records and information in order to serve all of RICA students' special needs.

Assessments

The term "assessments" shall have the same meaning as the term "evaluation" in the IDEA, as provided in Section 1414, Title 20 of the United States Code. The District will determine what assessments, if any, are necessary and arrange for such assessments for referred or eligible students in accordance with the District's general practice and procedure and applicable law. RICA shall work in collaboration with the District to obtain parent/guardian consent to assess Charter School students. RICA shall not conduct special education assessments unless directed by the District.

In accordance with the role of the District and the District school sites, the District shall arrange and notice the necessary IEP meetings. IEP team membership shall be in compliance with state and federal law. RICA shall be responsible for having the following individuals in attendance at the IEP meetings or as otherwise agreed upon by the District and RICA: the Principal and/or RICA designated representative with appropriate administrative authority as required by the IDEA; the student's special education teacher; the student's general education teacher; the student, if appropriate; and other RICA representatives who are knowledgeable about the regular education program at RICA and/or about the student. RICA understands that the District shall arrange for the attendance or participation of all other necessary staff that may include, but are not limited to, an appropriate administrator to comply with the requirements of the IDEA, a speech therapist, psychologist, resource specialist, and behavior specialist; and shall document the IEP meeting and provide the notice of parental rights.

IEP Development

RICA understands that the decisions regarding eligibility, goals/objectives, program, services, placement, and exit from special education shall be the decision of the District, pursuant to the District's IEP process. Programs, services and placements shall be provided to all eligible RICA students in accordance with the policies, procedures and requirements of the District and of the SELPA and State and Federal law.

IEP Implementation

Pursuant to District policy and how the District operates special education at all other public schools in the District; the District shall be responsible for all school site implementation of the IEP.

RICA shall assist the District in implementing IEPs, pursuant to District and SELPA policies in the same manner as any other school of the District. The District and RICA will need to be jointly involved in all aspects of the special education program, with the District holding ultimate authority over implementation and supervision of services. As part of this responsibility, RICA shall provide the District and the parents with timely reports on the student's progress as provided in the student's IEP, and at least quarterly or as frequently as progress reports are provided for RICA's non-special education students, whichever is more. RICA shall also provide all home-school coordination and information exchange unless directed otherwise by the District. RICA shall also be responsible for providing all curriculum, classroom materials, and modifications and accommodations, unless directed otherwise by the District. RICA shall comply with any directive of the District as relates to the coordination of RICA and District for IEP implementation including but not limited to adequate notification of student progress and immediate notification of any considered discipline of special education students in such matters, the petitioners would notify the District of relevant circumstances and communications immediately and act according to District administrative authority.

Interim and Initial Placements of New Charter School Students

For students who enroll in RICA from another school district outside of the SELPA with a current IEP, the District and RICA shall conduct an IEP meeting within thirty days. Prior to such meeting and pending agreement on a new IEP, the District and RICA shall implement the existing IEP at RICA, to the extent practicable or as otherwise agreed between the District and parent/guardian.

Non-Public Placements/Non-Public Agencies

The District shall be solely responsible for selecting, contracting with, and overseeing all non-public schools and non-public agencies used to serve special education students. RICA shall not hire, request services from, or pay any non-public school or agency to provide education or services to special education students without the prior written approval of the District. RICA shall immediately notify the District of all parental requests for services from non-public schools or agencies, unilateral placements, and/or requests for reimbursement.

Non-discrimination

It is understood and agreed that all children will have access to RICA and no student shall be denied admission nor counseled out of RICA due to the nature, extent, or severity of his/her disability or due to the student's request for, or actual need for, special education services.

Parent/Guardian Concerns and Complaints

RICA shall follow District policies as they apply to all District schools for responding to parental concerns or complaints related to special education services. RICA shall instruct parents/guardians to raise concerns regarding special education services, related services and rights to the District unless otherwise directed by the District. RICA shall immediately notify the District of any concerns raised by parents.

The District's designated representative, in consultation with RICA's designated representative, shall investigate as necessary, respond to, and address the parent/guardian concern or complaint. RICA shall allow the District access to all facilities, equipment, students, personnel, and records to conduct such an investigation.

RICA and the District shall provide timely notification to each other of any meetings scheduled with parents/guardians or their representatives to address the parent/guardian concerns or complaints so that a representative of each entity may attend. The District, as the LEA, shall be ultimately responsible for determining how to respond to parent concerns or complaints, and RICA shall comply with the District's decision.

RICA and the District shall cooperate in responding to any complaint to or investigation by the California Department of Education, the United States Department of Education, Office of Civil Rights or any other agency, and shall provide timely notice to the other upon receipt of such a complaint or request for investigation.

Due Process Hearings

The District may initiate a due process hearing or request for mediation with respect to a student enrolled in RICA if the District determines such action is legally necessary or advisable.

RICA agrees to cooperate fully with the District in such a proceeding. In the event that the parents/guardians file for a due process hearing, or request mediation, the District and RICA shall work together to defend the case. In the event that the District determines that legal representation is needed, RICA agrees that it shall be jointly represented by legal counsel of the District's choosing. RICA understands that the District shall have sole discretion to settle any matter in mediation or due process. The District shall also have sole discretion to file an appeal from a due process hearing or take other legal action involving any RICA student necessary to protect its rights.

SELPA Representation

It is RICA's understanding is that the District shall represent RICA at all SELPA meetings and report to RICA of SELPA activities in the same manner as is reported to all schools within the District.

Funding

RICA anticipates, *without binding the District to these terms*, that based upon State and Federal law that the fiscal relationship could be summarized as follows:

Retention of Special Education Funds by the District

The District shall retain all state and federal special education funding allocated for RICA students through the SELPA Annual Budget Plan, and shall be entitled to count RICA students as its own for all such purposes.

Retention of ADA Funds by the District for Non-Public Placements

The Parties acknowledge that the District may be required to pay for or provide RICA students with placements at locations other than at RICA's school site in order to provide them with a free appropriate public education. Such placements could include, without limitation, programs or services in other District schools, in other public school districts within the SELPA, in a County Office of Education program, in a non-public school, at home, at a hospital, or in a residential program. When such programs or services are provided at District expense, the District shall be entitled to receive from RICA the pro rata share of all funding received for such student, including, without limitation, all ADA funds, based on the number of instructional days or minutes per day that the student is not at RICA's site.

Contribution to Encroachment

RICA shall contribute its fair share to offset special education's encroachment upon the District's general fund. Accordingly, RICA shall pay to the District a pro-rata share of the District's unfunded special education costs ("Encroachment"). At the end of each fiscal year, the District shall invoice RICA for RICA's pro-rata share of the District-wide Encroachment for that year as calculated by the total unfunded special education costs of the District (including those costs attributable to RICA) divided by the total number of District ADA (including RICA students), and multiplied by the total number of RICA ADA. RICA ADA shall include all RICA students, regardless of home district.

504 Plans

A 504 team will be assembled by the District 504 coordinator and shall include the parent/guardian, the student (where appropriate) and other qualified persons knowledgeable about the student, the meaning of the evaluation data, placement options, and accommodations. The 504 team will review the student's existing records; including academic, social and behavioral records, and is responsible for making a determination as to whether an evaluation for 504 services is appropriate. If the student has already been evaluated under the IDEA but found ineligible for special education instruction or related services under the IDEA, those evaluations may be used to help determine eligibility under Section 504. The student evaluation shall be carried out by the 504 team who will evaluate the nature of the student's disability and the impact upon the student's education. This evaluation will include consideration of any behaviors that interfere with regular participation in the educational program and/or activities. The 504 team may also consider the following information in its evaluation:

- Tests and other evaluation materials that have been validated for the specific purpose for which they are used and are administered by trained personnel.

- Tests and other evaluation materials include those tailored to assess specific areas of educational need and not merely those which are designed to provide a single general intelligence quotient.
- Tests are selected and administered to ensure that when a test is administered to a student with impaired sensory, manual or speaking skills, the test results accurately reflect the student's aptitude or achievement level, or whatever factor the test purports to measure, rather than reflecting the student's impaired sensory, manual or speaking skills.

The final determination of whether the student will or will not be identified as a person with a disability is made by the 504 team in writing and notice is given in writing to the parent or guardian of the student in their primary language along with the procedural safeguards available to them.

If during the evaluation, the 504 team obtains information indicating possible eligibility of the student for special education per the IDEA, a referral for assessment under the IDEA will be made by the 504 team.

If the student is found by the 504 team to have a disability under Section 504, the 504 team shall be responsible for determining what, if any, accommodations or services are needed to ensure that the student receives the free and appropriate public education ("FAPE"). In developing the 504 Plan, the 504 team shall consider all relevant information utilized during the evaluation of the student, drawing upon a variety of sources, including, but not limited to, assessments conducted by the School's professional staff.

The 504 Plan shall describe the Section 504 disability and any program accommodations, modifications or services that may be necessary.

All 504 team participants, parents, guardians, teachers and any other participants in the student's education, must have a copy of each student's 504 Plan. The site administrator will ensure that teachers include 504 Plans with lesson plans for short-term substitutes and that he/she review the 504 Plan with a long-term substitute. A copy of the 504 Plan shall be maintained in the student's file. Each student's 504 Plan will be reviewed at least once per year to determine the appropriateness of the 504 Plan, needed modifications to the plan, and continued eligibility.

E. Employee Qualifications

"The qualifications to be met by individuals to be employed by the school."

-California Education Code Section 47605(b)(5)(E)

1. All individuals to be employed and retained by the School must demonstrate the personal characteristics and knowledge base to successfully execute their specific and general responsibilities as defined by the District board approved policies. All certificated staff will be required to hold the necessary credential as determined by the state of California (including No Child Left Behind requirements). The Board of Trustees will adhere to District policy which promotes unbiased fairness and genuine care in the selection and evaluation of staff and provides

for expeditious due process of disputes, if any, which may arise during the course of administrating personnel policies.

2. RICA reserves the right to recruit appropriately credentialed teachers licensed to serve grades TK-12 to work at the District determined rate to teach all required subjects. The District employment processes will be followed when hiring staff. Teachers at RICA are employees of the District, not the School.

3. RICA will adhere to the District policy and protocol of updating and developing staff job descriptions to accurately reflect the multidimensional, innovative, and non-traditional nature of their responsibilities. These teachers will be responsible for overseeing the students' academic progress and for monitoring grading and matriculation decisions as specified in the School's operational policies.

4. Salaries and benefits for all teachers of RICA will reflect the salary and benefits currently provided to teachers at Rocklin Independent School. In other words, the status quo will be maintained for any and all teachers at RICA as they currently exist at Rocklin Independent School. Any future changes to salaries and/or benefits will be approved through regular District policies (i.e. Board Approval).

5. All employed positions of the RICA will be employees of the District and serve at the pleasure of the Board and not the School Site Council. It is intended that all current certificated and non-certificated staff members currently assisting in the day to day operations of Rocklin Independent School will remain intact based on student enrollment and budget resources (i.e.: Registrar, Secretary, Counselor, Custodian, Instructional Aides, Administration, etc...).

6. RICA may also utilize or retain non-certificated instructional support staff in any case where a prospective staff member has an appropriate mix of subject matter expertise, professional experience, and the demonstrated capacity to work successfully in an instructional capacity. Instructional support staff will not assign grades or approve student work assignments without the approval of a teacher unless they are instructing non-core or non-college preparatory courses and activities.

F. Health and Safety Procedures

"The procedures that the school will follow to ensure the health and safety of pupils and staff. These procedures shall include the requirement that each employee of the school furnish the school with a criminal record summary as described in Section 44237."

- California Education Code Section 47605(b)(5)(F)

A healthy and safe environment is imperative to productive teaching and learning. RICA will adopt and implement a comprehensive set of health, safety, and risk management policies. These policies will be developed in consultation with the School's insurance carriers. These policies will be reviewed and updated as required in response to any change in conditions or operations that may affect the health and safety of students and staff. The policies will be incorporated as appropriate into the Student / Parent and the Employee handbooks. The District Board of Trustees approves and adopts a set of Health and Safety Policies.

The following summarizes the health and safety policies of RICA:

Procedures for Background Checks

All employees, contractors and volunteers will be required to adhere to the District personnel requirements prior to starting work (including background checks, fingerprint submissions, TB test, and all other District requirements as required by Ed. Code 44237,45125.1, 49406).

Role of Staff as Mandated Child Abuse Reporters

All classified and certificated staff will be mandated child abuse reporters and will follow all applicable reporting laws.

Immunizations

RICA will adhere to all law related to legally required immunizations for entering students pursuant to Health and Safety Code Section 120325-120375, and Title 17, California Code of Regulations Section 6000-6075.

CPR /First Aid Training

All employees at RICA are encouraged to be CPR/First Aid trained.

Medication in School

RICA will adhere to Education Code Section 49423 regarding administration of medication in school.

Vision/Hearing/Scoliosis

RICA shall adhere to Education Code Section 49450 et. seq. as applicable to the grade levels served by the School.

Emergency Preparedness

RICA shall adhere to an Emergency Preparedness Plan drafted specifically to the needs of the school site in conjunction with law enforcement and the Fire Marshall. This plan shall include but not be limited to the following responses: fire, flood, earthquake, terrorist threats, and hostage situations. This approved Safety Plan will be updated annually and added to the Single Plan for Student Achievement (as voted by the School Site Council).

Blood borne Pathogens

RICA shall meet state and federal standards for dealing with blood borne pathogens and other potentially infectious materials in the work place. The District has established a written infectious control plan designed to protect employees and students from possible infection due to contact with blood borne viruses, including human immunodeficiency virus (“HIV”) and hepatitis B virus (“HBV”). Whenever exposed to blood or other bodily fluids through injury or accident, staff and students shall follow the latest medical protocol for disinfecting procedures.

Facility Safety

RICA complies with Education Code Section 47610 by utilizing facilities that are compliant with the California Building Standards Code. The School agrees to maintain visitor policies, test sprinkler systems, fire extinguishers, and fire alarms annually at its facilities to ensure that they are maintained in an operable condition at all times.

Drug Free/Smoke Free Environment

RICA shall maintain a drug and alcohol and smoke free environment.

Integrated Complaint and Investigation Procedure

RICA follows the adopted comprehensive complaint and investigation procedure that have been established for the District.

Comprehensive Sexual Harassment Policies and Procedures

RICA is committed to providing a school that is free from sexual harassment, as well as any harassment based upon such factors as race, religion, creed, color, national origin, ancestry, age, medical condition, marital status, sexual orientation, or disability. The School will adopt a comprehensive policy to prevent and immediately remediate any concerns about sexual discrimination or harassment at the School (including employee to employee, employee to student, and student to employee misconduct). Misconduct of this nature is very serious and will be addressed in accordance with District policy.

Procedures

RICA shall adopt procedures to implement the policy statements listed above.

G. Non-discrimination

"The means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted.

- California Education Code Section 47605(b)(5)(G)

RICA administration along with the assistance of the School Site Council and staff will implement a student recruitment strategy that may include, but is not limited to, the following elements or strategies to ensure a racial and ethnic balance among students that is reflective of the District.

- a. An enrollment process that is scheduled and adopted to include a timeline that allows for a broad-based recruiting and application process.
- b. The development of informational material that appeals to all of the various racial and ethnic groups represented in the District. The appropriate development of promotional materials in languages other than English to appeal to limited English proficient populations.
- c. Distribution of promotional and informational materials to a broad variety of community groups and agencies that serve the various racial, ethnic, and interest groups represented in the District.
- d. Outreach meetings in several areas of the County to reach prospective students and parents including participation in community events.

- e. Advertisements and public service announcements through local media.

Current District Populations (2012-2013)

Ethnicity	% of Student Population
Asian	6.15
Filipino	3
Hispanic/Latino	13.8
Two or more races	5.5
Socio-economic disadvantaged	17.4
English Learners	3.7
Students with Disabilities	9.2
Black	2
White	69.5

H. Admission Requirements

“Admission requirements, if applicable.”

- California Education Code Section 47605(b)(5)(H)

RICA will actively recruit a diverse student population from the District and surrounding counties who understand and value the School’s mission and are committed to the School’s instructional and operational philosophy. Prospective students and their parents or guardians will be briefed regarding the School’s instructional and operational philosophy and will be informed of the School’s student-related policies. RICA will establish an annual recruiting and admissions cycle, which shall include reasonable time for all of the following: (1) outreach and marketing, (2) orientation sessions for parents and students, (3) an admissions application period, (4) an admissions lottery if necessary, and (5) enrollment. The School may fill vacancies or openings that become available after this process using a waiting list.

RICA shall be open to all students at the appropriate grade levels who wish to attend within the requirements specified in applicable law. RICA shall be open to all students without regard for the place of residence of students or parents within California except as provided in Education Code Section 47605(d)(2).

Admission requirements to RICA are as indicated: students will be considered for admission without regard to ethnicity, national origin, gender, disability, sexual orientation or achievement level.

1. RICA will encompass grades TK-12
2. Orientation attendance or parent information session
3. Copy of an unofficial transcript (HS)
4. Students residing in Placer County and adjoining counties of Nevada, El Dorado, Sacramento, Sutter and Yuba may enroll in RICA.
5. Completion of enrollment packet.

Applications for admission will be accepted on an on-going basis. Student enrollment may be limited based upon staff to student ratios. If the number of students seeking admissions to any grade or class exceeds the capacity, applications will still be accepted and students will be put on a waiting list. In the case of an opening, students on the waiting list will be allowed the option of enrolling in RICA in the same order in which the applications were received. The School shall have the right to grant priority in admissions to, current students, siblings of current students, children of staff, and residents of the charter granting district or county.

There shall be no admission testing or other evaluation required of any applicant. RICA shall not charge an application fee nor shall it charge tuition [California Education Code Section 47605(d)(1)]. RICA will encourage parent contributions to help fund RICA's educational programs but shall not require any monetary contribution as a condition for application, admission, enrollment, or participation in any of the School's required educational activities.

RICA shall be nonsectarian in its admission and enrollment policies and shall not discriminate against any student on the basis of the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or association with an individual who has any of the aforementioned characteristics). [Education Code Section 47605(d)(1)].

I. Financial Audit

“The manner in which annual, independent, financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the satisfaction of the chartering authority.”

- California Education Code Section 47605(b)(5)(I)

Auditors are retained by the District to audit all schools in the District, including RICA. The audit will verify the accuracy of the School's financial statements, attendance and enrollment accountings practices; review the School's internal controls, and other key compliance matters. The audit will be conducted in accordance with generally accepted accounting principles applicable to the School and pursuant to applicable sections of the Standards and Procedures for Audits of California K-12 Local Educational Agencies (regulations governing charter audits). To the extent required under applicable federal law, the audit scope will be expanded to include items and processes specified in any applicable Office of Management and Budget Circulars. It is anticipated that the annual audit will be completed by December 15 each year and that a copy of the auditor's findings will be forwarded to the Chief Business Officer of the District, the State Controller, the County Superintendent of Schools, and the California Department of Education. RICA's administration and staff will review any audit exceptions or deficiencies and report to the District's Associate Superintendent, Business with recommendations on how to resolve them. The District's Associate Superintendent, Business will report to the District and District Board of Trustees on how the deficiencies have been or will be resolved. Any disputes regarding the resolution of audit exceptions and deficiencies will be referred to the dispute resolution process contained in Element N.

RICA and the District will jointly develop the content, evaluation criteria, timelines, and process for the annual performance reports. RICA and the District will also jointly develop an annual site visitation process and protocol to enable the grantor to gather information needed to confirm the School's performance and compliance with the terms of the charter. (For budget information, see Appendix C).

J. Suspension/Expulsion Procedures

"The procedures by which pupils can be suspended or expelled."

- California Education Code Section 47605(b)(5)(J)

Attendance Requirements

During admission, all parents and student must sign contracts indicating they understand RICA's attendance expectations and requirements. Students continued enrollment is dependent upon fulfilling the terms of the contract. Students who establish a pattern of truancy or do not demonstrate progress toward graduation because of attendance issues will be subject to disciplinary action and ultimately may be dismissed from RICA and referred to their home school site.

Adherence to School Policies (including Suspensions & Expulsions)

All students of RICA will be expected to follow the District discipline policy and procedures set forth by Board policy. These policies will be distributed as part of the School's student handbook and will clearly describe the School's expectations regarding attendance, mutual respect, substance abuse, violence, safety, and work habits. Each student and his or her parent or guardian will be required to verify that they have reviewed and understand the policies prior to enrollment. Students who violate the School's discipline policies, who are serious disruption to the education process, and/or who present a health and safety threat may be suspended for up to ten school days. The School will notify and confer with the student's parent or caregiver as soon as possible regarding the suspension. If the violation of the discipline policies is a serious offense that merits expulsion, and/or if the student presents an ongoing threat to health and safety, the RICA will adhere to the District student discipline policies and procedures. If the Board of Trustees determines that the case merits expulsion, the student may be expelled or offered reinstatement, as appropriate. These processes will be amended as required by law to protect the rights of students with disabilities or exceptional needs. This includes, but is not limited to, convening an individualized educational plan team if a suspension lasts beyond ten days or in the event that expulsion is recommended. The School will include suspension and expulsion data in its annual performance report. (See Appendix B for District Board Policy)

K. Retirement

"The manner by which staff members of the charter school will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal Social security."

-California Education Code Section 47605(b)(5)(K)

Teachers at RICA are covered by the State Teachers' Retirement System subject to meeting the minimum requirements set by state law. Classified staff members are covered by the Public Employees' Retirement System in accordance with state law. The federal Social Security system will also be utilized in accordance with applicable law.

L. Attendance Alternatives

"The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools."

- California Education Code Section 47605(b)(5)(L)

RICA is an alternative school option. Students who opt not to attend RICA may choose to attend their district's home school. Students also have the option of private and home schooling.

M. Rights of Employees

"A description of the rights of any employee of the school district upon leaving the employment of the school district to work in a charter school, and of any rights of return to the school district after employment at a charter school."

-California Education Code Section 47605(b)(5)(M)

Employment at a charter school is voluntary and staff members will remain employees of the District retaining all rights in accordance with current policies in place.

N. Dispute Resolution Process, Revocation, and Renewal

"The procedures to be followed by the charter school and the entity granting the charter to resolve disputes relating to provisions of the charter."

-California Education Code Section 47605(b)(5)(N)

Intent

The intent of this dispute resolution process is to (1) resolve disputes within the School pursuant to the School's policies, (2) minimize the oversight burden on the District, (3) ensure a fair and timely resolution to disputes, and (4) frame a charter oversight and renewal process and timeline so as to avoid disputes regarding oversight and renewal matters.

Public Comments

The staff and the District Board of Trustees agree to attempt to resolve all disputes regarding this charter pursuant to the terms of this section. Both shall refrain from public commentary regarding any disputes until the matter has progressed through the dispute resolution process.

Disputes Arising from within RICA

Disputes arising from within the School, including all disputes among and between students, staff, parents, volunteers, advisors, partner organizations, and School Site Council, shall be resolved pursuant to policies and processes developed by the School and District. The District agrees not to intervene or become involved in the dispute unless the dispute has given the District reasonable cause to believe that a violation of this charter or related laws or agreements has occurred, or unless Administration of the School has requested the District to intervene in the dispute.

Disputes between RICA and the Rocklin Unified School District

The School and the District will always attempt to resolve any disputes between them amicably and reasonably without resorting to formal procedures.

Actions That Could Lead to Revocation: Charter School Due Process

In the event that the District determines that the RICA has engaged in an act that could lead to revocation of the charter, the District and the RICA shall have a face to face meeting within 10 days of the Superintendent's and/or designee's determination that a violation has occurred. Present in the face-to-face meeting shall be at least the Superintendent of the District or designee and the School's Administration. If after such meeting, the District determines that a violation has occurred which requires a resolution, the District may send a formal written notification to RICA outlining the alleged violation and demanding the violation be resolved. RICA shall have a reasonable amount of time after the date that such formal written notice was sent to correct the violation. If the violation cannot be resolved within the time period specified by the District, the parties may agree to another predetermined time to resolve the issue. Thereafter, if necessary, revocation of the charter may be commenced by the District Board of Trustees in accordance with Education Code Section 47607 or applicable law.

Disputes not Leading to Revocation: Dispute Resolution

In the event that RICA and the District have disputes regarding the terms of this charter or any other issue regarding the School and the District's relationship, both parties agree to follow the process outlined below. In the event of a dispute between RICA and the District, the staff of RICA and the District administration agree to first, frame the issue in written format and refer the issue to the Superintendent of the District and the Administration of RICA. In the event that the District believes that the dispute relates to an issue that could lead to revocation of the charter, this shall be specifically noted in the written dispute statement. The party initiating the dispute resolution process shall prepare and send to the other party a notice of dispute that shall include the following information: (1) the name, addresses and phone numbers of designated representatives of the party; (2) a statement of the facts of the dispute, including information regarding the parties attempts to resolve the dispute; (3) the specific sections of the charter, memorandum of understanding, law etc. that are in dispute; and (4) the specific resolution sought by the party. Within ten days from receipt of the notice of dispute the representatives from RICA shall meet with representatives from the District in an informal setting to try to resolve the dispute.

Term and Renewal

The term of the Charter, and each subsequent renewal, shall each be five years as required by Education Code Section 47607.

O. Employee Representation

“A declaration whether or not the charter school shall be deemed the exclusive public school employer of the employees of the charter school for the purposes of the Educational Employment Relations Act.”

- California Education Code Section 47605(b) (5)(O)

All employees of RICA shall be considered exclusive employees of the Rocklin Unified School District and not of RICA for the purposes of the Education Employment Relations Act. While the District is the exclusive public school employer for all employees of RICA, the collective bargaining agreement between the District and RTPA specifically excludes independent study teachers. Thus, RICA teachers will not be members of RTPA or covered by their collective bargaining agreement.

P. Description of closure procedures

“A description of the procedures to be used if the charter school closes. The procedures shall ensure a final audit of the school to determine the disposition of all assets and liabilities of the charter school, including plans for disposing of any net assets and for the maintenance and transfer of public records.”

- California Education Code Section 47605(b) (5)(P)

Closure of RICA will be documented by official action of the District’s Board of Trustees. The action will identify the reason for closure. The official action will also identify an entity and person or persons responsible for closure-related activities identified as the “Authorized Closer.”

The Authorized Closer will promptly notify parents and students of the Charter School, the District, the County Office of Education, the School’s SELPA, the retirement systems in which the School’s employees participate (e.g., Public Employees’ Retirement System, State Teachers’ Retirement System, and Federal Social Security), and the California Department of Education of the closure as well as the effective date of the closure.

This notice will also include the effective date of the closure (“Closure Date”), the party to contact for information related to the closure, the pupil’s districts of residence and the manner in which parents and guardians may obtain copies of pupils’ records, including information on complete courses and credits that meet graduation requirements. RICA shall provide the Authorized Closer with a list of pupils in each grade level and the classes they have completed, together with information on the pupils’ districts of residence.

The Board will ensure that the notification to the parents and students of RICA of the closure and provide information to assist parents and students in locating suitable alternative programs. This notice will be provided promptly following the Board’s decision to close the School.

As applicable, RICA will provide parents, students and the District with copies of all appropriate student records and will otherwise assist students in transferring to their next school. All transfers of student records will be made in compliance with the Family Educational Rights and Privacy Act (“FERPA”) 20 U.S.C. § 1232g.

RICA will ask the District to store original records of RICA students. All records of RICA shall be transferred to the District upon school closure. If the District will not or cannot store the records, RICA shall work with the County Office of Education to determine a suitable alternative location for storage.

All state assessment results, special education records, and personnel records will be transferred to the custody if the Authorized Closure in accordance with applicable law.

As soon as reasonably practical, RICA will prepare final financial records. RICA will also have an independent audit completed within six months after closure. RICA will pay for the final audit. The audit will be prepared by a qualified Certified Public Accountant selected by RICA and will be provided to the District promptly upon its completion. The final audit will include an accounting of all financial assets, including cash and accounts receivable and an inventory of property, equipment, and other items of material value, an accounting of the liabilities, including accounts payable and any reduction in apportionments as a result of audit findings or other investigations, loans, and unpaid staff compensation, and an assessment of the disposition of any restricted funds received by or due to the RICA.

RICA will complete and file any annual reports required pursuant to Education Code section 47604.33.

On closure of RICA, all assets of the School, including but not limited to all leaseholds, personal property, intellectual property and all ADA apportionments and other revenues generated by students attending RICA, remain the sole property of the District. Any assets acquired from the District or District property will be promptly returned upon school closure to the District. The distribution shall include return of any unused grant funds and restricted categorical funds to their source in accordance with the terms of the grant or state and federal law, as appropriate, which may include submission of final expenditure reports for entitlement grants and the filing of any required Final Expenditure Reports and Final Performance Reports, as well as the return of any donated materials and property in accordance with any conditions established when the donation of such materials or property was accepted.

On closure, RICA shall remain solely responsible for all liabilities arising from the operation of the School and will utilize a reserve fund to undertake any expenses associated with the closure procedures identified above.

Q. Amendments

Amendments that constitute material revisions to this charter may be made by majority approval of the District Board of Trustees at any time. RICA School Site Council, Administrators and the District Superintendent agree to meet annually as needed to discuss any new amendments to the Charter to be proposed to the District Board of Trustees. An amended copy of the charter will be forwarded to the State of California Department of Education by RICA.

R. Severability

The terms of the charter contract are severable. In the event that any of the provisions are determined to be unenforceable or invalid for any reason, the remainder of the charter shall

remain in effect, unless mutually agreed otherwise by the District Board of Trustees and RICA. The District and School agree to meet to discuss and resolve any issues or differences relating to invalidated provisions in a timely, good faith fashion.

S. Charter Term

The term of this Charter will begin on July 1, 2013 and expire five years later on June 30, 2018.

Appendices

- A. District Impact Statement
- B. RUSD Suspension/Expulsion Board Policy
- C. Projected Financials for the 2013-2014, 2014-2015 and 2015-2016 school years.
- D. Petition Signatures
- E. Curriculum

Mark Williams, Principal Date

Kevin Brown, Superintendent Date

Todd Lowell, RUSD President Date

District Impact Statement

Rocklin Charter Academy and Rocklin Unified School District

Intent

This statement is intended to fulfill the terms of Education Code Section 47605 (g) and provides information regarding the proposed operation and potential effects of the Rocklin Independent Charter Academy on the Rocklin Unified School District. This document is intended for informational purposes only and to assist the district in understanding how the proposed school may affect the district. This is an informational document, does not constitute a legally binding contract or agreement, is not intended to govern the relationship of the School and District, and is not a part of the Charter of the Rocklin Independent Charter Academy or any related agreements or memoranda of understanding.

Administrative Services

The Rocklin Independent Charter Academy will be constituted as a California Public Benefit and will be governed by the Rocklin Unified School District Governing Board of Trustees as described in the School's charter. The Principal will enjoy lead responsibility for administering the School under policies adopted by the District's Board of Trustees. The School anticipates that it will receive its administrative services from the District as it will be considered a dependent entity of RUSD. These services include financial management, personnel, payroll, special education and others as needed. In addition, the district will be required to provide oversight and performance monitoring services, including monitoring School and student performance data, reviewing the School's audit reports, performing annual site visits, engaging in any necessary dispute resolution processes, and considering charter amendment and renewal requests.

Facilities

The Rocklin Independent Charter Academy intends to occupy the facility known as Rocklin Independent School located at 3250 Victory Drive, Rocklin, California 95765. The petitioners believe that the facilities impact on the district will be minimal because the facility is currently occupied by the School. The School desires that the specific terms of the School's use of these facilities will be governed by the terms of the School's charter and related agreements.

Financial Plan

A financial plan for the School is enclosed in appendices. This plan is based on the best data available to the developers at the time the plan was assembled. The plan is based on many key assumptions, including the following:

- The School will enroll up to 500 students in grades TK-12 over the upcoming years,
- The students will be absent from school an average of 10% of school days,
- The School will be funded pursuant to the charter school block grant system at rates estimated by the Rocklin Unified School District as of 3/22/2013, and
- The School will qualify for funds from one special-purpose funding program that is not specifically included in the block grant, consisting of Lottery Funding.

Suspension and Expulsion/Due Process Board Policy 5144.1

The Board of Trustees has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

(cf. 5144 - Discipline)

Suspended or expelled students shall be denied the privilege of participation in all extracurricular activities during the period of suspension or expulsion.

(cf. 6145 - Extracurricular and Cocurricular Activities)

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes danger to self or others.

The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be those specified in law and/or administrative regulation.

Zero Tolerance

The Board supports a zero tolerance approach to serious offenses in accordance with state and federal law. This approach makes the removal of potentially dangerous students from the classroom a top priority and ensures the standardized treatment of all students. Staff shall immediately report to the Superintendent or designee any incidence of offenses specified in law, Board policy, and administrative regulation as cause for suspension or expulsion.

Student Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and/or law. (Education Code 48911, 48915, 48915.5)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))

Supervised Suspension Classroom

The Board recognizes that students who are suspended from school often have no supervision or guidance during the school hours when they are off campus and may fall behind in the coursework. The Board believes that, in many cases, it would be better to manage the student's behavior by keeping the student at school and providing him/her with supervision that is separated from the regular classroom.

The Superintendent or designee shall establish a supervised classroom suspension program which meets the requirements of law for students suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, who pose no imminent danger or threat at school, and for whom an expulsion action has not been initiated.

The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.

Decision Not to Enforce Expulsion Order

On a case-by-case basis, the enforcement of an expulsion order may be suspended by the Board pursuant to the requirements of law.

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Revised Extra Assignment Pay Schedule
DEPARTMENT: Office of the Assistant Superintendent, Human Resources

Background:

Each year the extra compensation pay schedule is updated to include the new academic year notation and any approved changes for the respective year.

Status:

The revised Extra Assignment Pay Schedule reflects a 5% increase retroactive to July 1, 2014 to be applied to the Independent Study and Adult Education Teacher hourly rates and are outlined on the attached schedule.

Presenter:

Colleen Slattery, Assistant Superintendent, Human Resources

Financial Impact:

Current year: See Public Disclosure Document AB 1200
Future years: See Public Disclosure Document AB 1200
Funding source: General Fund

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:

Revised Extra Assignment Pay Schedule.

Recommendation:

Staff recommends the Board of Trustees approve the revisions to the Extra Assignment Pay Schedule retroactive to July 1, 2014.

**Rocklin Unified School District
Extra Assignment Pay Schedule**

DRAFT

1.	<u>Substitute Daily Pay</u>		
	Substitute Level I - 1/2 Day	(1-20 days*)	\$45.00
	Substitute Level I	(1-20 days*)	\$90.00 Daily
	Dedicated Subs Level II - 1/2 Day		\$55.00
	Dedicated Subs Level II	(1-20 days*)	\$110.00 Daily
	Substitute Level I /Level II (21 or more days*)		\$188.00 Daily
	* Consecutive days in the same assignment constitutes a long term substitute		
2.	<u>Substitute Psychologists</u>		\$272.00 Daily
	* Consecutive days in the same assignment constitutes a long term substitute		
3.	<u>Bilingual Translator/Interpreter</u>		
	a) Certificated Employee		\$33.82 Hourly
	b) Non-Certificated Employee		\$28.87 Hourly
4.	<u>Teaching Assignments Hourly Rate:</u>		
	a) Independent Study and Adult Ed Teacher		\$35.51 Hourly
	b) Summer School Teacher		\$33.82 Hourly
	c) Intervention Teacher		\$33.82 Hourly
	d) Home/Hospital and Home School		\$33.82 Hourly
	e) Grant Writing		\$33.82 Hourly
	f) Teacher Prep Coverage		\$33.82 Hourly
	g) Curriculum and Staff Development*		\$33.82 Hourly
	h) Inservice Training*		\$33.82 Hourly
	* Hourly rate unless parties mutually agreed upon a stipend (12 months at 88 total days)		
5.	<u>BTSA Support Provider/Consulting Teacher Stipends:</u>		
	<i>(The second month of each school year, the stipend will be divided into nine equal monthly payments to be disbursed monthly.)</i>		
	1. - One BTSA/Participating Teacher		\$1,800.00 Per Year
	2. - Two BTSA/Participating Teachers		\$3,600.00 Per Year
	3. - Three BTSA/Participating Teachers		\$5,400.00 Per Year
	4. - Four BTSA/Participating Teachers		\$7,200.00 Per Year
6.	<u>Summer School Administration:</u>		
	Summer School High School Principal Stipend		\$7,954.00 Per Session
	Summer School Elementary School Principal Stipend		\$6,506.00 Per Session
	Summer School Administrator Stipend		\$5,207.00 Per Session

Adopted: November 5, 2008; Effective January 1, 2009 thru June 30, 2009
 Revised: January 21, 2009 (RAPA Rescind .68%)
 Revised: August 19, 2009; Effective August 19, 2009
 Revised: Effective July 1, 2009 Elementary BTSA/Consulting Coordinator suspended per Board Approval
 Revised: Effective July 1, 2009 Secondary BTSA/Consulting Coordinator suspended per Board Approval
 Revised: Effective July 1, 2009 through June 30, 2010
 Revised: Effective July 1, 2010 PAR Panel suspended per Board Approval
 Revised: January 19, 2011; Effective July 1, 2010 through June 30, 2011
 Revised: July 22, 2011; Effective July 1, 2011 through June 30, 2011
 Revised: March 20, 2014 reflects a 4% increase effective April 28, 2014
 Revised: April 23, 2014
 Revised: May 20, 2015 reflects 5% increase on 4A only retro to 7-1-14

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Whitney High School Summer Boys Basketball Overnight Field Trip

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 10th through 12th grade classes at Whitney High School would like to participate in a Summer Boys Basketball Tournament at Clovis West High School in Fresno, California. We will travel to Fresno on June 5, 2015 and return on June 7, 2015. While at Clovis West High School, students will compete in a Boys Basketball Tournament.

Status:

Staff is requesting approval for Whitney High School's 10th through 12th grade field trip to Clovis West High School for approximately 20 students and 4 adult chaperones. The trip is scheduled for June 5, 2015 – June 7, 2015.

Presenter(s):

Debra Hawkins, Principal

Financial Impact:

Current year: \$250 per student
Future years: NA
Funding source: Boys Basketball ASB Account

Materials/Films:

None

Other People Who Might Be Present:

Nick French (Head Varsity Coach) and Assistant Coaches Paul Akerman, Alex Anderson and Shawn Andrews

Allotment of Time:

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

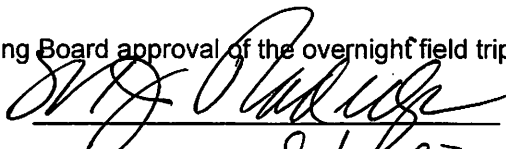
Packet Information:

None

Recommendation:

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

Submitted by:



Date:

5.8.15

Approved by Site Administrator:



Date:

5-8-15

Approved by Superintendent or Designee:



Date:

5/12/15

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Whitney High School Weight Lifting Championship Overnight Field Trip
DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 10th through 12th grade classes at Whitney High School would like to participate in a Weight Lifting Championship competition at the Grand Sierra Resort in Reno, Nevada. We will travel to the Grand Sierra Resort on June 12, 2015 and return on June 13, 2015. While at the Grand Sierra Resort, students will compete in a weight lifting competition, supporting the skills they apply in football.

Status:

Staff is requesting approval for Whitney High School's 10th through 12th grade field trip to the Grand Sierra Resort for approximately 50 students and 8 adult chaperones. The trip is scheduled for June 12, 2015 – June 13, 2015.

Presenter(s):

Debra Hawkins, Principal

Financial Impact:

Current year: \$50 per student
Future years: NA
Funding source: ASB Football Account

Materials/Films:

None

Other People Who Might Be Present:

Coach Paul Doherty, Coach Bret Hunter, Coach Marc Rubalcaba, Coach Jesus Armas, Coach Dan Parker
Coach Paul Hanks, Coach Kevin Estes, Coach Tim Farnan

Allotment of Time:

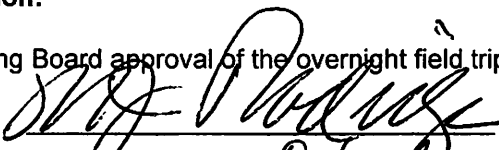


Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

None

Recommendation:

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

Submitted by:  Date: 5.6.15
Approved by Site Administrator:  Date: 5/6/15
Approved by Superintendent or Designee:  Date: 5/7/15

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Breen Elementary Overnight Field Trip to Sly Park Environmental Science Camp
DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The sixth grade classes at Breen would like to participate in an Environmental Science Camp at Sly Park. We will travel to Sly Park on 9/8/2015 and return on 9/11/15. While at Sly Park students will engage in educational activities related to the sixth grade Next Generation Science Standards. This includes but is not limited to hiking, museum tour, classroom lessons, planetarium visit and hands-on experiments.

Status:

Staff is requesting approval for Breen's sixth grade field trip to Sly Park for approximately 100 students, 12 adults, and 3 high school chaperones. The trip is scheduled for 9/8/2015 and return on 9/11/15.

Presenter(s):

Chuck Thibideau, Principal

Financial Impact:

Current year: \$235 per student
Future years: NA
Funding source: fundraising through See's Candy, parent/student donations and PTC scholarships

None

Other People Who Might Be Present:

Grade level teachers: Cheryl McElroy, Linda Wampler, Stacy Baker

Allotment of Time:

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

Packet Information:

None

Recommendation:

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

Submitted by: Cheryl McElroy Date: 4/23/15

Approved by Site Administrator: Chuck Thibideau Date: 4/23/15

Approved by Superintendent or Designee: [Signature] Date: 4/24/15

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Sierra Elementary- Walker Creek Overnight Field Trip
DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 6th grade classes at Sierra Elementary would like to participate in an environmental camp at the Marin County Outdoor School, which is part of Walker Creek Ranch. We will travel to Walker Creek Ranch on October 19, 2015 and return on October 23, 2015. While at the Marin County Outdoor School, students will work to enhance their critical thinking skills, processing, and socialization skills, while gaining access to California science standards through hands-on experience.

Status:

Staff is requesting approval for Sierra's 6th grade field trip to Walker Creek Ranch/The Marin County Outdoor School for approximately 85 students, 3 adults, and 6 high school chaperones. The trip is scheduled for October 19, 2015 – October 23, 2015.

Presenter(s):

Hannah Anderson, Principal

Financial Impact:

Current year: \$385 per student
Future years: NA
Funding source: fundraising, parents/students donations, PTC scholarships

Materials/Films:

None

Other People Who Might Be Present:

6th Grade Team of Teachers – Sierra Elementary

Allotment of Time:

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

Packet Information:

None

Recommendation:

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

Submitted by: Margie Navare Date: 4/28/15

Approved by Site Administrator: H Anderson Date: 4/28/15

Approved by Superintendent or Designee: [Signature] Date: 5/5/15

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Granite Oaks Science Club Marine Biology Overnight Field Trip

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 7th grade classes at Granite Oaks would like to participate in a Marine Biology field trip at Mackerricher State Park in Fort Bragg, California. The first of two trips will travel to Fort Bragg on 10/13/15 and return on 10/16/15. The second trip will depart on 10/20/15 and return on 10/23/15. While at the Pacific Environmental Education Center, students will study the comparative ecology of the Mendocino coast, in accordance with Next Generation Science Standards (MS-LS 1,2,3,&4).

Status:

Staff is requesting approval for Granite Oak's 7th grade field trip to Mackerricher State Park for approximately 60 students and 10 adults. The first of two trips will travel to Fort Bragg on 10/13/15 and return on 10/16/15. The second trip will depart on 10/20/15 and return on 10/23/15.

Presenter(s):

Jay Holmes, Principal

Financial Impact:

Current year: \$230 per student
Future years: NA
Funding source: Fundraising, parents/students donations, PTC scholarships

Materials/Films:

None

Other People Who Might Be Present:

Justin Thayer and John Yanni, 7th grade teachers.

Allotment of Time:


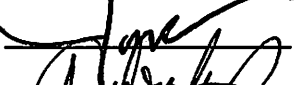

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

None

Recommendation:

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

Submitted by:  Justin Thayer Date: 4/28/15
Approved by Site Administrator:  Date: 4-29-15
Approved by Superintendent or Designee:  Date: 5/5/15

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Ruhkala Elementary to Coloma Outdoor Discovery School Overnight Field Trip
DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The fourth grade classes at Ruhkala Elementary would like to participate in an educational/study trip at the Coloma Outdoor Discovery School. We will travel to Coloma Outdoor Discovery School on Wednesday, October 21, 2015 and return on Friday, October 23, 2015. While at the Coloma Outdoor Discovery School students will explore and experience gold panning, hiking and history.

Status:

Staff is requesting approval for Ruhkala Elementary's fourth grade field trip to Coloma Outdoor Discovery School for approximately 64 students and 13 adults. The trip is scheduled for October 21st through October 23rd.

Presenter(s):

Melody Thorson, Principal

Financial Impact:

Current year: \$220.00 per student/\$65.00 per chaperone
Future years: NA
Funding source: Fundraising, Parent/Student donations, PTC field trip funds, Scholarships

Materials/Films:

None

Other People Who Might Be Present:

Lisa Gack, Richard Garza, 4th grade teachers; Shelley Wentworth, School Clerk

Allotment of Time:

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

Packet Information:

None

Recommendation:

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

Submitted by: Richard Garza Date: 4/28/15
Approved by Site Administrator: Melody Thorson Date: 4-29-15
Approved by Superintendent or Designee: [Signature] Date: 5/5/15

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Valley View Elementary Alliance Redwoods Overnight Field Trip

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 6th grade classes at Valley View would like to participate in a science camp at the Alliance Redwoods Conference Center. We will travel to Alliance Redwoods on December 1, 2015 and return on December 4, 2015. While at the Alliance Redwoods 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 Alliance Redwoods for approximately 90 students and 17 adults. The trip is scheduled for December 1, 2015 through December 4, 2015.

Presenter(s):

Shari Anderson, Principal

Financial Impact:

Current year: \$240 per student
Future years: NA
Funding source: Parents, PTC scholarships

Materials/Films:

None

Other People Who Might Be Present:

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

Allotment of Time:

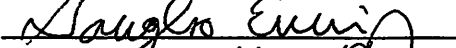
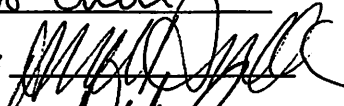

Check one of the following: Consent Calendar Action Item Information Item

Packet Information:

None

Recommendation:

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

Submitted by:  Date: 4/28/2015
Approved by Site Administrator:  Date: 4/28/15
Approved by Superintendent or Designee:  Date: 5/5/15

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revised Board Policy 6161.1 and Administrative Regulation 6161.1 Regarding Selection and Evaluation of Instruction Materials

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

RUSD policy and administrative regulation changes and additions have been made in accordance with California School Boards Association (CSBA) and California *Education Code*.

Status:

BP/AR 6161.1 Selection and Evaluation of Instruction Materials

Assembly Bill (AB) 1246 (Ch. 668, Statutes of 2012) amended California *Education Code* (EC) 60200, 60203, 60207, and 60209 to revise the process and timelines used by the state to adopt basic instructional materials in specified subjects that districts may select for use in grades K-8. AB 1246 also added Education Code 60210 which authorizes the Board to select materials that have not been approved by the State Board of Education (SBE), provided they are aligned with state academic content standards or Common Core Standards. Board Policy and Administrative Regulation (Selection and Evaluation of Instruction Materials) have been updated to reflect changes.

Presenter(s):

Karen Huffines, Director of Elementary Education and School Leadership

Financial Impact:

Current year: N/A
Future Year: N/A
Funding Source: N/A

Material/Films:

None

Other People Who Might Present:

None

Allotment of Time: Consent Calendar Action Item Information Item

Packet Information Item:

BP/AR 6161.1 Selection and Evaluation of Instruction Materials

Recommendation:

Staff recommends approval of RUSD board policy and administrative regulation revisions.

Rocklin USD

Board Policy

Selection And Evaluation Of Instructional Materials

BP 6161.1

Instruction

The Board of Trustees desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's the diversity of our society, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource aligned with the state and district content standards, meet criteria specified in law, and are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the district's curriculum to ensure that they effectively support the district's adopted courses of study.

~~(cf. 6000 - Concepts and Roles)~~
~~(cf. 9000 - Role of the Board)~~

~~To ensure that instructional materials effectively support the district's adopted courses of study, the selection of textbooks, technology-based materials, other educational materials, and tests shall be aligned with the development and evaluation of the district's curriculum, adopted, courses of study, and standards.~~

(cf. 0440 - District Technology Plan)
(cf. 6000 - Concepts and Roles)
(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
~~(cf. 6161 - Equipment, Books and Materials)~~
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6162.5 - Student Assessment)
(cf. 6163.1 - Library Media Centers)

~~Responsibility for Selection of Films/Videos~~

~~The teacher/site administrator is responsible for ensuring that all films/videos align with the district's educational program(s), is age appropriate, and has been reviewed for its appropriateness for classroom viewing by all students. Additionally, before showing any films/videos not previously approved by the site, district, county, or state for educational purposes, the teacher shall~~

~~first establish said film/video is in accordance with the "criteria for selection" established in AR-6161.1. The teacher shall preview the film/video to determine whether in his/her professional judgment it is consistent with district criteria. If the teacher has any questions about how established district criteria apply to film/video, he/she shall confer with the principal or designee before showing the film/video. Further, the teacher must inform parents when an industry rated film/video is above the age level to which it is being shown (i.e., above G Rating for K-6, above PG Rating for 7-8, and above PG-13 Rating for 9-12). Students whose parents/guardians have requested that their child not view the film/video will be provided an alternative educational activity.~~

The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or have otherwise been determined to be aligned with the state academic content standards adopted pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code 60605.8. (Education Code 60200, 60210)

The Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and administrative regulation. (Education Code 60400)

The Board's priority in the selection of instructional materials is to ensure that all students are provided with standards-aligned instructional materials in the core curriculum areas of English/language arts, mathematics, science, and history-social science.

Review Process

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend instructional materials.

(cf. 1220 – Citizen Advisory Committees)

~~This~~ The review process shall involve teachers in a substantial manner and shall also encourage the participation of parents/guardians and community members. (Education Code 60002)

In addition, the instructional materials review committee may include administrators, other staff who have subject-matter expertise, and students as appropriate.

If the district chooses to use instructional materials for grades K-8 that have not been adopted by the SBE, the Superintendent or designee shall ensure that a majority of the participants in the district's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

Individuals who participate in the selection or review of instructional materials shall not have a conflict of interest, as defined in administrative regulation, in the materials being reviewed.

(cf. 9270 - Conflict of Interest)

The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with documentation supporting its recommendations.

All recommended instructional materials shall be available for public inspection at the district office.

(cf. 5020 - Parent Rights and Responsibilities)

~~Individuals who participate in selecting and evaluating instructional materials shall not have a conflict of interest in the materials being reviewed, as defined in administrative regulation, in the materials being reviewed.~~

~~(cf. 9270—Conflict of Interest)~~

~~Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.~~

~~(cf. 1312.2—Complaints Concerning Instructional Materials)
(cf. 1312.4—Williams Uniform Complaint Procedures)~~

~~The Board's priority in the selection of instructional materials is to ensure that all students in grades K–12 are provided with instructional materials that are aligned to state content standards in the core curriculum areas of reading/language arts, mathematics, science, and history/social science. Student in grades K–8 shall be provided with instructional materials adopted by the State Board of Education.~~

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's instructional materials.

The hearing shall ~~take place~~ be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, ~~and in three public places within the district,~~ the Superintendent or designee shall post a notice in three public places within the district containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 - Agenda/Meeting Materials)

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks and/or instructional materials that which are aligned to the state content standards adopted pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code 60605.8 and which are consistent with the content and cycles of the state's curriculum frameworks. Sufficiency of instructional materials shall be determined in each of the following subjects: (Education Code 60119)

1. Mathematics

(cf.6142.92 – Mathematics Instruction)

2. Science

(cf.6142.93 – Science Instruction)

3. History-social science

(cf.6142.94 – History-Social Science Instruction)

4. English/language arts, including the English language development component of an adopted program

(cf.6142.91 – English/Language Arts Instruction)

(cf.6174 – Education for English Language Learners)

5. Foreign language

(cf.6142.2 – World/Foreign Language Instruction)

6. Health

(cf.6142.8 – Comprehensive Health Education)

~~The Board shall also make a written determination as to whether each student enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the state curriculum frameworks.~~—The Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in a digital format as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district and has the ability to use and

access them at home. However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education code 60119)

~~For the 2008-09 through 2012-13 fiscal years, t~~The Board shall also make a determination that all students within the district who are enrolled in the same course have "identical" standards-aligned textbooks or instructional materials from the same adoption cycle, as defined in Education Code 1240.3, and 60119, and 60422. (Education Code 1240.3, 42605)

However, the district may purchase the newest adopted instructional materials for students in district schools ranked in deciles 1-3 of the base Academic Performance Index in any one of the past three school years without necessarily purchasing these materials for use in other district schools. (Education Code 1240.3)

If the Board determines that there are insufficient textbooks and/or instructional materials, ~~the Board~~ it shall provide information to classroom teachers and to the public, setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area, and the reasons that each student does not have sufficient textbooks and/or instructional materials. The Board shall take any action, except an action that would require reimbursement by the Commission of State Mandates, to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

Complaints

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

(cf. 1312.2 – Complaints Concerning Instructional Materials)

(cf. 1312.4 – Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

220 Prohibition against discrimination

1240 County superintendent, general duties

1240.3 Definition of sufficiency for categorical flexibility

33050-33053 General waiver authority

33126 School accountability report card

35272 Education and athletic materials

42605 _Tier 3 categorical flexibility

44805 Enforcement of course of studies; use of textbooks, rules and regulations

49415 Maximum textbook weight

51501 Nondiscriminatory Ssubject matter ~~reflecting on race, color, etc.~~

60000-60005 Instructional materials, legislative intent

60010 Definitions

60040-60052 Instructional requirements and materials

60060-60062 Requirements for publishers and manufacturers

60070-60076 Prohibited acts (re instructional materials)

60110-60115 Instructional materials on alcohol and drug education

60119 Public hearing on sufficiency of materials

60200-60206 Elementary school materials

60226 Requirements for publishers and manufacturers

60240-60252 State Instructional Materials Fund

60350-60352 Core reading program instructional materials

60400-60411 High school textbooks

~~60420-60424 Instructional Materials Funding Realignment Program~~

60510-60511 Donation for sale of obsolete instructional materials

60605 State content standards

60605.8 Common Core Standards

60605.86-60605.88 Supplemental instructional materials aligned with Common Core Standards

CODE OF REGULATIONS, TITLE 5

~~9505-95350 Instructional materials, especially:~~

~~9531-9532 Instructional Materials Funding Realignment Program~~

Management Resources:

CSBA PUBLICATIONS

Flexibility Provisions in the 2008 and 2009 State Budget: Policy Considerations for Governance Teams, Budget Advisory, March 2009

~~CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE~~

~~1002.90 Selection of Instructional Materials, CIL: 90/91-02~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Evaluation of Instructional Materials with Respect to for Social Content, rev. 2000

~~STATE BOARD OF EDUCATION POLICIES~~

01-05 Guidelines for Piloting Textbooks and Instructional Materials, September 2001

WEB SITES

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

Association of American Publishers: <http://www.publishers.org>

California Academic Content Standards Commission, Common Core Standards:

<http://www.scoe.net/castandards>

California Department of Education: <http://www.cde.ca.gov>

Policy ROCKLIN UNIFIED SCHOOL DISTRICT

adopted: May 18, 2011 Rocklin, California

revised: May 20, 2015 Rocklin, California

Rocklin USD

Administrative Regulation

Selection And Evaluation Of Instructional Materials

AR 6161.1

Instruction

~~Instructional Materials Funding Realignment Program~~

~~The district shall use state funds received under the Instructional Materials Funding Realignment Program to ensure that each student is provided with standards aligned textbooks or instructional materials, in an electronic or hard bound format, in the core curriculum areas of reading/language arts, mathematics, science, and history social science. (Education Code 60422, 60422.3)~~

~~Instructional materials for grades K-8 shall be selected from the list of standards aligned materials adopted by the State Board of Education (SBE).— Instructional materials for grades 9-12 shall be adopted by the Board of Trustees.— Standards aligned materials in each core curriculum area shall be provided to each student at the beginning of the first school term that commences no later than 24 months after those materials are adopted by the SBE or the Board, as applicable. (Education Code 60422)~~

~~(cf. 6011—Academic Standards)~~

~~For grades 9-12, the Superintendent or designee shall review instructional materials in history social science, mathematics, reading/language arts, and science using a standards map in order to determine the extent to which the materials are aligned to the content standards adopted by the SBE.~~

~~After the Board has certified that all students have been provided with standards aligned instructional materials in the core curriculum areas, the district may use any remaining program funds for the purposes specified in Education Code 60242. (Education Code 60119, 60422)~~

Criteria for Selection and Adoption of Instructional Materials

In recommending textbooks or other instructional materials for adoption by the Board of Trustees, the Superintendent or designee shall ensure that such materials:

~~Instructional materials adopted by the Board shall:~~

- ~~1. For basic instructional materials in grades K-8, be selected from among the list of materials approved by the SBE in accordance with law (Education Code 60200) Are aligned to any applicable academic content standards adopted by the State Board of Education (SBE) pursuant to Education Code 60605 and/or Common Core Standards adopted pursuant to Education Code 60605.8~~

(cf.1431 – Waivers 6011 – Academic Standards)

For grades K-8, the Superintendent or designee shall select instructional materials from among the list of materials adopted by the SBE and/or other materials that have not been adopted by the SBE but are aligned with the state academic content standards and/or Common Core Standards. (Education Code 60200, 60210)

For grades 9-12, the Superintendent or designee shall review instructional materials in history-social science, mathematics, English/language arts, and science using a standards map in order to determine the extent to which the materials are aligned to state academic content standards.

2. For grades 9-12, instructional materials in high schools, be are provided by publishers ~~who that~~ comply with the requirements of Education Code 60040-~~60048~~ 60052, 60060-60062 and 60226 (Education Code 60400)

3. Do Nnot reflect adversely upon persons because of their race or ethnicity, gender, religion, color, creed, national origin, ancestry, sex, disability, nationality, sexual orientation, –or occupation, or other characteristic listed in Education Code 220, nor contain any sectarian or denominational doctrine or propaganda contrary to law (Education Code 51501, 60044)

(cf.0410 – Nondiscrimination in District Programs and Activities)

4. To the satisfaction of the Board, ~~be~~ are accurate, objective, current, and suited to the needs and comprehension of district students at their respective grade levels (Education Code 60045)

5. With the exception of literature and trade books, use proper grammar and spelling (Education Code 60045)

6. Do Nnot provide any exposure students to a commercial brand name, product, or corporate or company logo unless the Board makes a specific finding that the use is appropriate based on one of the following: (Education Code 60200, 60048)

a) The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by the SBE.

~~a)b) The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration.~~

7. If the materials are technology-based materials, ~~be~~ are both available and comparable to other, equivalent instructional materials (Education Code 60052)

~~The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration.~~

8. Meet the requirements of Education Code 60040-60043 for specific subject content
9. Support the district's adopted courses of study and curricular goals

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6142.2 - World Foreign Language Instruction)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6142.91 - English/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6142.93 - Science Instruction)

(cf. 6142.94 - History-Social Science Instruction)

(cf. 6143 - Courses of Study)

(cf. 6146.1 – High School Graduation Requirements)

10. Contribute to a comprehensive, balanced curriculum
11. Demonstrate reliable quality of scholarship as evidenced by:
 - a. Accurate, up-to-date, and well-documented information
 - b. Objective presentation of diverse viewpoints
 - c. Clear, concise writing and appropriate vocabulary
 - d. Thorough treatment of subject matter
12. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels
13. Include materials that stimulate discussion of contemporary issues and improve students' thinking and decision-making skills
14. Contribute to the proper articulation of instruction through grade levels
15. As appropriate, have corresponding versions available in languages other than English
16. Include high-quality teacher's guides
17. Meet high ~~publishing~~ standards in terms of the quality, durability and appearance of paper, binding, text, and graphics
18. When available, ~~from the publishers, consider~~ include options for lighter weight materials in order to help minimize ~~the damage~~ any injury to students by the combined weight of instructional materials.

~~Instructional Materials Evaluation Committee~~

~~The Superintendent or designee may establish an instructional materials evaluation committee to evaluate and recommend instructional materials for Board approval. This committee shall consist of a majority of teachers and may also include administrators, other staff who have subject matter expertise, parents/guardians, community members, and students as appropriate.~~

~~(cf. 1220 – Citizen Advisory Committees)~~

~~The committee shall review instructional materials using criteria provided above and in law, and shall provide the Board with documentation supporting its recommendations.~~

Conflict of Interest

To ensure integrity and impartiality in the evaluation and selection of instructional materials, any district employee who is participating in the evaluation of instructional materials and not otherwise designated in the district’s conflict of interest code shall sign a disclosure statement indicating that he/she: shall not:

1. Shall not ~~Accept~~ any emolument, money, or other valuable thing or inducement, to directly or indirectly introduce, recommend, vote for, or otherwise influence the adoption or purchase of any instructional material (Education Code 60072)

Sample copies of instructional materials are excepted from this prohibition. (Education Code 60075)

~~(cf. 9270 – Conflict of Interest)~~

2. ~~Be~~ Is not employed by nor receives compensation from the publisher or supplier of the instructional materials or any person, firm, organization, or any of its subsidiaries or controlling entities submitting instructional materials to the district representing it

3. ~~Does not~~ Have and will not ~~or negotiate a contractual relationship with the publisher or supplier of the instructional materials or any person, firm, or organization, or any of its subsidiaries or controlling entities submitting instructional materials to the district representing it~~

4. ~~Does not~~ Have an interest as a contributor, author, editor or consultant in any textbook or other instructional material submitted to the district

(cf. 9270 - Conflict of Interest)

~~An individual formerly employed as a consultant on textbooks or other materials shall not be deemed to be financially interested in the selection or evaluation of instructional materials provided he/she:~~

~~1. Has not had a contractual relationship or received compensation for such consulting service in the preceding two years~~

~~2. Retains no rights to compensation accruing while selecting or evaluating materials for the district~~

~~An individual shall not be disqualified from participating in the evaluation or selection of instructional materials if he/she has only a "remote interest." As used in this regulation, remote interest means:~~

~~1. That of a nonsalaried officer of a nonprofit organization~~

~~2. That of an employee or agent of a public entity or institution of higher education, provided the entity or institution has 10 or more other employees or agents and the individual has been an employee or agent thereof for at least three years~~

~~3. That of an editor, consultant, contributor or author of a textbook or other materials which are not being considered or reviewed, provided that such service was performed before evaluating or selecting instructional materials for the district and the individual retains no rights to compensation accruing while he/she serves in this capacity~~

~~Any remote interest must be disclosed to members of the evaluation committee, Superintendent or designee and communicated to the Board.~~

~~Preview of Instructional Materials~~

~~Parent information nights are conducted to review all instructional materials under consideration for adoption. These materials are also on display for review for a period of 30 days prior to adoption by the Board of Trustees. Family life videos and materials are presented by staff at parent preview nights throughout the district. Parents/guardians and community members may check with their local school for dates and times.~~

~~In addition to holding information nights, instructional materials will be made available to parents/guardians or community members for review at the District Administration Office during normal business hours or anytime that office is open to the public.~~

~~Due to replacement costs and copyright laws, and the potential for lost or damaged materials, instructional materials will not be checked out to parents/guardians or community members overnight. In cases of extreme hardship, an exception to these procedures may be waived by the Deputy Superintendent of Educational Services or his/her designee. However, the parent/guardian or community member will assume full responsibility for lost or damaged materials at the current cost of replacement.~~

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT

approved: May 18, 2011 Rocklin, California

revised: May 20, 2015 Rocklin, California

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revised Board Policy 5144.1 and Administrative Regulation 5144.1 Regarding Suspension and Expulsion/Due Process

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Rocklin Unified School District (RUSD) policy and administrative regulation changes and additions have been made in accordance with California School Boards Association (CSBA) and California *Education Code*.

Status:

Assembly Bill 420 (Dickinson) became law on January 1, 2015. This law eliminates out-of-school and in-school suspensions for offenses pursuant to California *Education Code* Section 48900(k) regarding willful defiance and disruption for our youngest students: children in kindergarten through third grade (K-3). This is a significant change to school rules and procedures on school discipline. Forty-three percent of the more than 600,000 California suspensions are typically issued for this one category; more than 5,000 K-3 students are suspended out-of-school and in-school for this offense each year. AB 420 also provides that willful defiance and disruption offenses shall not constitute grounds for a pupil enrolled in kindergarten through grade twelve (inclusive) to be recommended for expulsion.

Presenter(s):

Martin Flowers, Director of Secondary Programs and School Leadership

Financial Impact:

Current year: N/A
Future Year: N/A
Funding Source: N/A

Material/Films:

None

Other People Who Might Present:

Deborah Sigman, Deputy Superintendent, Educational Services

Allotment of Time: Consent Calendar Action Item Information Item

Packet Information Item:

BP/AR 5144.1 Suspension and Expulsion/Due Process

Recommendation:

Staff recommends approval of RUSD Board Policy and Administrative Regulation revisions.

Rocklin USD

Board Policy

Suspension And Expulsion/Due Process

BP 5144.1

Students

~~The Board of Trustees desires to provide district students access to educational opportunities in an orderly school environment that has established policies and standards of behavior in order to promote learning and protects their safety and security, ensures their welfare and well-being, and promotes their learning and development of all students. The Board shall develop rules and regulations and procedures for addressing violations of those standards, including suspension and/or expulsion. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.~~

~~(cf. 5144 – Discipline)~~

~~(cf. 5131 – Conduct)~~

~~(cf. 5131.1 – Bus Conduct)~~

~~(cf. 5131.2 – Bullying)~~

~~Suspended or expelled students shall be denied the privilege of participation in all extracurricular activities during the period of suspension or expulsion.~~

~~The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.~~

~~(cf. 6145 – Extracurricular and Co-curricular Activities)~~

~~Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))~~

- ~~1. While on school grounds~~
- ~~2. While going to or coming from school~~
- ~~3. During the lunch period, whether on or off the school campus~~

~~(cf. 5112.5 – Open/Closed Campus)~~

- ~~4. During, going to, or coming from a school-sponsored activity~~

~~where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)~~

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

(cf. 1020 – Youth Services)

(cf. 5138 – Conflict Resolution/Peer Mediation)

(cf. 5144 – Discipline)

(cf. 6142.4 – Service Learning/Community Service Classes)

(cf. 6164.2 – Guidance/Counseling Services)

(cf. 6164.5 – Student Success Teams)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

(cf. 5113 – Absences and Excuses)

(cf. 5113.1 – Chronic Absence and Truancy)

~~Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes danger to self or others.~~

~~The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be those specified in law and/or administrative regulation.~~

Zero Tolerance

~~The Board supports a zero tolerance approach to serious offenses in accordance with state and federal law. This approach makes the removal of potentially dangerous students from the classroom a top priority and ensures the standardized treatment of all students. Staff shall immediately report to the Superintendent or designee any incidence of offenses specified in law, Board policy, and administrative regulation as cause for suspension or expulsion.~~

~~Student Due Process~~

~~The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and/or law. (Education Code 48911, 48915, 48915.5)~~

~~(cf. 5119—Students Expelled from Other Districts)~~

~~(cf. 5144.2—Suspension and Expulsion/Due Process (Individuals with Disabilities))~~

~~Supervised On-Campus Suspension Classroom~~

~~The Board recognizes that students who are suspended from school often have no supervision or guidance during the school hours when they are off campus and may fall behind in the coursework. The Board believes that, in many cases, it would be better to manage the student's behavior by keeping the student at school and providing him/her with supervision that is separated from the regular classroom.~~

~~To ensure the proper supervision and ongoing learning of studentsThe Superintendent or designee shall establish a supervised classroom suspension program which meets the requirements of law for students suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school; and for whom an expulsion proceedings have action has not been initiated-, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of the law.~~

~~Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)~~

~~The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.~~

~~Decision Not to Enforce Expulsion Order~~

~~On a case-by-case basis, the enforcement of an expulsion order may be suspended by the Board pursuant to the requirements of law.~~

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following “mandatory recommendation and mandatory expulsion” acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee’s concurrence

(cf. 5131.7 – Weapons and Dangerous Instruments)

2. Selling or otherwise furnishing a firearm

3. Brandishing a knife at another person

4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058

5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4

6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation under “Grounds for Suspension and Expulsion: Grades K-12” and “Additional Grounds for Suspension and Expulsion: Grades 4-12,” the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct

2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in a public session.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

(cf. 5119 – Students Expelled from Other Districts)

(cf.5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

The report shall be disaggregated by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, foster youth, and students with disabilities. The report also shall include information about whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

(cf. 0460 – Local Control and Accountability Plan)

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

233 Hate violence

1981-1981.5 Enrollment of students in community school

17292.5 Program for expelled students

32261 Interagency School Safety Demonstration Act of 1985

35145 Open board meetings

35146 Closed sessions (regarding suspensions)

35291 Rules (for government and discipline of schools)

35291.5 Rules and procedures on school discipline

48645.5 Readmission; contact with juvenile justice system

48660-48667—48666 Community day schools

48853.5 Foster youth

48900-48927 Suspension and expulsion

48950 Speech and other communication

48980 Parental notifications

49073-49079 Privacy of student records

52060-52077 Local control and accountability plan

CIVIL CODE

47 Privileged communication

48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt

54950-54963 Ralph M. Brown Act

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia

11053-11058 Standards and schedules

LABOR CODE

230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined

240 Assault defined

241.2 Assault fines

242 Battery defined

243.2 Battery on school property

243.4 Sexual battery

245 Assault with deadly weapon

245.6 Hazing

261 Rape defined

266c Unlawful sexual intercourse

286 Sodomy defined

288 Lewd or lascivious acts with child under age 14

288a Oral copulation

289 Penetration of genital or anal openings

417.27 Laser pointers

422.55 Hate crime defined

422.6 Interference with exercise of civil rights

422.7 Aggravating factors for punishment

422.75 Enhanced penalties for hate crimes

626.2 Entry upon campus after written notice of suspension or dismissal without permission

626.9 Gun-Free School Zone Act of 1995

626.10 Dirks, daggers, knives, razors or stun guns

868.5 Supporting person; attendance during testimony of witness

WELFARE AND INSTITUTIONS CODE

729.6 Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

1415(K) Placement in alternative educational setting

7151 Gun free schools

UNITED STATES CODE, TITLE 42

11432-11435 Education of homeless children and youths

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H., (2001) 85 Cal.App.4th 1321

Garcia v. Los Angeles Board of Education (1991) 123 Cal.App.3d 807

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

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

California Attorney General's Office: <http://www.eaag.state.ca.us/oag.ca.gov>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Drug-Free Schools:

<http://www.ed.gov/about/offices/list/osdfs/index.html>

Policy ROCKLIN UNIFIED SCHOOL DISTRICT

adopted: January 21, 2009 Rocklin, California

revised: May 20, 2015 Rocklin, California

Rocklin USD

Administrative Regulation

Suspension And Expulsion/Due Process

AR 5144.1
Students

Definitions

~~Suspension from school means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)~~

- ~~1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Board of Trustees for students of the same grade level~~
- ~~2. Referral to a certificated employee designated by the principal to advise students~~
- ~~3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910: Removal from a particular class shall not occur more than once every five school days.~~

~~Expulsion means removal of a student from the immediate supervision and control, or the general supervision, of school personnel. (Education Code 48925)~~

~~Day means a calendar day unless otherwise specifically provided. (Education Code 48925)~~

~~School day means a day upon which the schools of the district are in session or weekdays during the summer recess. (Education Code 48925)~~

~~Student includes a student's parent/guardian or legal counsel. (Education Code 48925)~~

~~Principal's designee means one or more administrators or, if there is not a second administrator at one school site, a certificated person specifically designated by the principal, in writing, to assist with disciplinary procedures. Only one such person may be designated at any time as the principal's primary designee and only one such person may be designated as secondary designee for the school year. The names of such persons shall be on file in the principal's office. (Education Code 48911)~~

~~School property, for the purposes described in Education Code 48900, includes, but is not limited to, electronic files and databases. (Education Code 48900(u))~~

Notice of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980)

(cf. 5144 - Discipline)
(cf. 5145.6 - Parental Notifications)

Grounds for Suspension and Expulsion: Grades K-12

~~A student may be subject to suspension or expulsion when it is determined that he/she:~~
Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows:

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

1. ~~Caused, attempted to cause, or threatened to cause physical injury to another person; or willfully used force or violence upon the another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury~~ (Education Code 48900(a) and (t))

~~A student who aids or abets the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31, may be suspended, but not expelled. However, a student may be suspended or expelled pursuant to Education Code 48900(a) once he/she has been adjudged by a juvenile court to have committed, as an aider or abettor, a crime of physical violence in which the victim suffered great or serious bodily injury. (Education Code 48900(t))~~

2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence. (Education Code 48900(b))

(cf. 5131 - Conduct)
(cf. 5131.7 - Weapons and Dangerous Instruments)

3. Unlawfully possessed, used, sold, or otherwise furnished, or was under the influence of, any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind. (Education Code 48900(c))

(cf. 5131.6 - Alcohol and Other Drugs)

4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as controlled substance, alcohol beverage, or intoxicant. (Education Code 48900(d))

5. Committed or attempted to commit robbery or extortion. (Education Code 48900(e))

6. Caused or attempted to cause damage to school property or private property. (Education Code 48900(f))

7. Stole or attempted to steal school property or private property. (Education Code 48900(g))

8. Possessed or used tobacco or any products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, ~~except that.~~ This restriction shall not prohibit a student from using or possessing his/her own prescription products. (Education Code 48900(h))

(cf. 5131.62 - Tobacco)

9. Committed an obscene act or engaged in habitual profanity or vulgarity. (Education Code 48900(i))

10. Unlawfully possessed, ~~or unlawfully offered,~~ arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5. (Education Code 48900(j))

~~11. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))~~

~~(cf. 5131.4 - Student Disturbances)~~

~~1211.~~ Knowingly received stolen school property or private property. (Education Code 48900(l))

~~1312.~~ Possessed an imitation firearm. (Education Code 48900(m))

Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))

~~1413.~~ Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code 243.4. (Education Code 48900(n))

~~1514.~~ Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness. (Education Code 48900(o))

~~1615.~~ Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

(Education Code 48900(p))

1716. Engaged in, or attempted to engage in, hazing- (Education Code 48900(q))

———Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))

17. Engaged in an act of bullying (Education Code 48900(r))

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r))

Bullying shall include any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in items #1-3 of "Additional Grounds for suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student.

Electronic act means the creation or transmission of a communication originated on or off school site, including, but not limited to, a message, text, sound, image, or post on a social network Internet web site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. A post on a social network Internet web site shall include, but is not limited to, the posting or creations of a burn page or the creation of a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above. (Education Code 48900(r))

Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of his/her age, or for a person of his/her age with his/her disability. Education Code 48900(r))

(cf. 1114 - District-Sponsored Social Media)

(cf. 5131.2 - Bullying)

(cf. 6163.4 - Student Use of Technology)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))

1819. Made terrorist threats against school officials and/or school property. (Education Code 48900.7)

———A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person, or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out. (Education Code 48900.7)

Additional Grounds for Suspension and Expulsion: Grades 4-12

Any student in grades 4-12 may be suspended, but not expelled, for disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))

A student in grades 4-12 ~~is also~~ shall be subject to suspension or recommendation for expulsion when it is determined that he/she:

19. Committed sexual harassment as defined in Education Code 212.5. (Education Code 48900.2)

Sexual harassment means ~~that conduct~~ which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)

(cf. 5145.7 - Sexual Harassment)

20. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233. (Education Code 48900.3)

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include ~~injuring or intimidating another person~~ injuring or intimidating a victim, interfering with the exercise of a ~~person~~ victim's civil rights, or damaging a person's property because of the ~~person~~ victim's race, ~~color~~ ethnicity, religion, ~~ancestry~~, ~~national origin~~ nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of these characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)

(cf. 5145.9 - Hate-Motivated Behavior)

213. Intentionally engaged in harassment, threats or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment. (Education Code 48900.4)

(cf. 5145.3 - Nondiscrimination/Harassment)

~~22. Engaged in an act of bullying, including, but not limited to, bullying by means of an electronic act, directed toward a student or school personnel. (Education Code 48900(r))~~

~~———— Bullying means one or more acts by a student or group of students that constitutes sexual harassment pursuant to Education Code 48900.2, as defined in item #19 above; hate violence pursuant to Education Code 48900.3, as defined in item #20 above; or harassment, threats, or intimidation pursuant to Education Code 48900.4, as defined in item #21 above. (Education Code 32261)~~

~~———— Electronic act means the transmission of a communication, including, but not limited to, a message, text, sound, or image by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. (Education Code 32261)~~

~~A student may be suspended or expelled for any of the acts listed above if the act is related to school activity or school attendance occurring at any district school under the jurisdiction of the Superintendent or principal or within any other school district, including but not limited to the following circumstances: (Education Code 48900)~~

~~1. While on school grounds~~

~~2. While going to or coming from school~~

~~3. During the lunch period, whether on or off the school campus~~

~~(cf. 5112.5 Open/Closed Campus)~~

~~4. During, going to, or coming from a school sponsored activity~~

~~(cf. 5131.1 Bus Conduct)~~

Suspension from Class by a Teacher

A teacher may suspend a student, including a grade K-3 student, from class for the remainder of the day and the following day for disruption, willful defiance, or any of the other acts specified in Education Code 48900 and listed as items #1-18 under “Grounds for Suspension and Expulsion: Grades K-12” above. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, he/she shall be appropriately supervised during the class periods from which he/she has been suspended. (Education code 48910)

As soon as possible after the teacher decides to suspend the student, he/she shall ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (Education Code 48910)

A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which he/she was suspended. (Education Code 48910)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

~~The Superintendent or principal may use his/her discretion to provide alternatives to suspension or expulsion for a student subject to discipline under this administrative regulation, including, but not limited to, counseling and an anger management program. (Education Code 48900(v))~~

~~(cf. 5138—Conflict Resolution/Peer Mediation)
(cf. 6164.2—Guidance/Counseling Services)~~

~~Alternatives to suspension or expulsion shall be used with students who are truant, tardy, or otherwise absent from assigned school activities.~~

~~(cf. 5113—Absences and Excuses)
(cf. 5113.1—Truancy)~~

Removal from Class By a Teacher/Parental Attendance

A teacher may suspend any student from his/her class for the remainder of the day and the following day for any act listed in "Grounds for Suspension and Expulsion" above. (Education Code 48910)

A teacher also may refer a student to the principal or designee for consideration of suspension from school. (Education Code 48910)

When removing a student from his/her class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. The student shall be appropriately supervised during the class periods from which he/she has been removed. (Education Code 48910)

As soon as possible, the teacher shall ask the student's parent/guardian to attend a parent-teacher-

~~conference regarding the removal. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (Education Code 48910)~~

~~A student removed from class shall not be returned to class during the period of removal without the approval of the teacher of the class and the principal. (Education Code 48910)~~

~~A student removed from class shall not be placed in another regular class during the period of removal. However, if a student is assigned to more than one class per day, he/she may be placed in any other regular classes except those held at the same time as the class from which the student was removed. (Education Code 48910)~~

~~The teacher of any class from which a student is removed may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)~~

~~Pursuant to Board policy, a teacher may provide that the parent/guardian of a student whom the teacher has removed attend a portion of a school day in his/her child's classroom. When a teacher makes this request, the principal shall send the parent/guardian a written notice that the parent/guardian's attendance is requested pursuant to law. (Education Code 48900.1)~~

~~This notice shall also:~~

- ~~1. Inform the parent/guardian when his/her presence is expected and by what means he/she may arrange an alternate date~~
- ~~2. State that if the parent/guardian does not have a means of transportation to school, he/she may ride the school bus with the student~~
- ~~3. Ask the parent/guardian to meet with the principal after the visit and before leaving school, as required by Education Code 48900.1~~

Suspension by Superintendent, Principal or Principal's Designee

To implement disciplinary procedures at a school site, the principal may, in writing, designate as the principal's designee another administrator or, if the principal is the only administrator at the school, a certificated employee. As necessary, the principal may, in writing, also designate another administrator or certificated employee as the secondary designee to assist with disciplinary procedures when the principal and the principal's primary designee are absent from the school site.

The Superintendent, principal, or designee shall immediately suspend any student found at school or at a school activity to have committed any of the acts listed in the Board policy under "Authority to Expel" and for which he/she is required to recommend expulsion. (Education Code 48915(c))

The Superintendent, principal, or designee may impose a suspension for a first offense if he/she determines that the student violated any of items #1-5 listed under "Grounds for Suspension and

Expulsion: Grades K-12" above or if the student's presence causes a danger to persons.
(Education Code 48900.5)

For all other offenses, a student may be suspended only when the Superintendent or principal has determined that other means of correction have failed to bring about proper conduct in the student.
(Education Code 48900.5)

When other means of correction are implemented prior to imposing suspension or supervised suspension upon a student, the Superintendent, principal, or designee shall document the other means of correction used and retain them in the student's record. (Education Code 48900.5)

Length of Suspension

The Superintendent, or principal, or designee may suspend a student from school for not more than five consecutive school days unless the suspension is extended pending expulsion. (Education Code 48911)

~~The Superintendent or principal shall immediately suspend any student found at school or at a school activity to be: (Education Code 48915)~~

- ~~1. Possessing, as verified by a district employee, or selling, or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence~~
- ~~2. Brandishing a knife, as defined in Education Code 48915(g), at another person~~
- ~~3. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058~~
- ~~4. Committing or attempting to commit a sexual assault or committing a sexual battery as defined in item #14 under "Grounds for Suspension and Expulsion" above~~
- ~~5. Possession of an explosive as defined in 18 USC 921~~

~~Explosive means a destructive device and includes, but is not limited to, any explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or similar device. A destructive device includes any other type of weapon (except a shotgun or shotgun shell recognized by the United States Secretary of Army as suitable for sporting purposes) which might be converted to project an explosive. (18 USC 921)~~

~~Suspension also may be imposed upon a first offense if the Superintendent or principal determines the student violated items #1-5 listed in "Grounds for Suspension and Expulsion" above or if the student's presence causes a danger to persons or property or threatens to disrupt the instructional process. (Education Code 48900.5)~~

A student may be suspended from school for not more than 20 school days in any school year.

~~unless, for purposes of adjustment, However, if a~~ student enrolls in or is transferred to another regular school, an opportunity school, or continuation school or class for the purpose of adjustment, he/she may be suspended, in which case suspension shall not exceed for not more than 30 school days in any school year. The district may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year.~~However, this restriction on the number of days of suspension does not apply when the suspension is extended pending an expulsion.~~ (Education Code 48903, 48911, 48912)

(cf. 6184 – Continuation Education)

These restrictions on the number of days of suspension shall not apply when the suspension is extended pending an expulsion. (Education Code 48911)

~~The district may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year.~~ (Education Code 48903)

Due Process Procedures for Suspension

Suspensions shall be ~~initiated according to~~ imposed in accordance with the following procedures:

1. Informal Conference: Suspension shall be preceded by an informal conference conducted by the Superintendent, principal, or ~~principal~~-designee with the student and, whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action, presented with and the available evidence against him/her, ~~and the student shall be given the opportunity to present his/her version and evidence in support of his/her defense.~~ (Education Code 48911)

This conference may be omitted if the Superintendent, principal, or designee determines that an emergency situation exists involving. ~~An emergency situation involves a clear and present danger to the lives, safety, or health of students or school personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of a the conference, and~~ ~~The conference shall be held within two school days, unless the student waives his/her right to it or is physically unable to attend for any reason. In such case, the conference shall be held as soon as the student is physically able to return to school.~~ (Education Code 48911)

2. Administrative Actions: All requests for student suspension are to be processed by the principal or designee of the school in which the student is enrolled at the time of the misbehavior. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)

3. Notice to Parents/Guardians: At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall also be notified in writing of the suspension. (Education

Code 48911)

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

In addition, the notice may state the date and time when the student may return to school. ~~If school officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may add that state law requires the parent/guardian to respond to such requests without delay.~~

4. Parent/Guardian Conference: Whenever a student is suspended, school officials may request a meeting with the parent/guardian to discuss the cause(s) and duration of the suspension, the school policy involved, and any other pertinent matter. (Education Code 48914)

~~If school officials wish to ask the request to meet with the parent/guardian, to confer regarding matters pertinent to the suspension, the notice may add state that state law requires the parent/guardian to respond to such requests without delay. However,~~

~~While the parent/guardian is required to respond without delay to a request for a conference about a student's behavior, no penalties may be imposed on the student for the failure of the parent/guardian to attend such a conference. The student may not be denied readmission-reinstatement solely because the parent/guardian failed to attend the conference. (Education Code 48911)~~

5. Extension of Suspension: If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the semester from continuation school, the Superintendent or designee may, in writing, extend the suspension until such time as the Board has made a decision, provided the following requirements are followed:
—(Education Code 48911(g))

~~a. — Any~~ The extension of the original period of suspension shall be is preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard. This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension.

~~b. — Extension of the suspension may be made only if t~~ The Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process. (Education Code 48911)

~~c. —~~ If the student involved is a foster youth, the Superintendent or designee shall notify the district liaison for foster youth of the need to invite the student's attorney and a representative of the appropriate county child welfare agency to attend the meeting. (Education Code 48853.5, 48911, 48918.1

(cf. 6173.1 – Education for Foster Youth)

d. If the student involved is a homeless child or youth, the Superintendent or designee shall notify the district liaison for homeless students. (Education Code 48918.1)

(cf. 6173 – Education for Homeless Children)

In lieu of or in addition to suspending a student, the Superintendent, principal, or designee may provide services or require the student to participate in an alternative disciplinary program designed to correct his/her behavior and keep him/her in school.

Suspension by the Board

The Board may suspend a student for any of the acts listed ~~in~~ under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12" above and within the limits specified ~~in~~ under "Suspension by Superintendent, Principal or ~~Principal's~~ Designee" above. (Education Code 48912)

The Board may suspend a student enrolled in a continuation school or class for a period not longer than the remainder of the semester, ~~if any of the acts listed in "Grounds for Suspension and Expulsion" occurred.~~ The suspension shall meet the requirements of Education Code 48915. (Education Code 48912.5)

When the Board is considering a suspension, disciplinary action, or any other action (except expulsion) against any student, it shall hold a closed sessions if a public hearing would lead to disclosure of information violating a student's right to privacy under Education Code 49073-49079. (Education Code 35146, 48912)

(cf. 9321 - Closed Session Purposes and Agendas)

The Board shall provide the student and his/her parent/guardian with written notice of the closed session by certified mail or personal service. Upon receiving this notice, the student or parent/guardian may request a public meeting, and this request shall be granted if made in writing within 48 hours after receipt of the Board's notice. However, any discussion that conflicts with any other student's right to privacy still shall be held in closed session. (Education Code 35146, 48912)

~~Supervised On-Campus Suspension Classroom~~

A ~~S~~students for whom an expulsion action has not been initiated and who poses no imminent danger or threat to the school, students, or staff may be assigned to a ~~supervised on-campus~~ suspension in a separate classroom, building, or site for the entire period of suspension. The following conditions shall apply: (Education Code 48911.1)

1. The ~~supervised on-campus~~ suspension classroom shall be staffed in accordance with law.

2. The student shall have access to appropriate counseling services.
3. The ~~supervised-on-campus~~ suspension classroom shall promote completion of schoolwork and tests missed by the student during the suspension.
4. Each student shall be responsible for contacting his/her teacher(s) to receive assignments to be completed in the supervised suspension classroom. The teacher(s) shall provide all assignments and tests that the student will miss while suspended. If no such work is assigned, the person supervising the suspension classroom shall assign schoolwork.

At the time a student is assigned to an ~~supervised-on-campus~~ suspension classroom, the principal or designee shall notify the student's parent/guardian in person or by telephone. When the assignment is for longer than one class period, this notification ~~shall~~ may be made in writing. (Education Code 48911.1)

Authority to Expel/Superintendent or Principal's Authority to Recommend Expulsion

Unless the Superintendent or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, he/she shall recommend a student's expulsion for any of the following acts: A student may be expelled only by the Board. The Board shall expel, as required by law, any student found to have committed any offense listed below under "Mandatory Recommendation and Mandatory Expulsion." (Education Code 48915)

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance as listed in Health and Safety Code 11053-11058, except for (a) the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis, or (b) the student's possession of over-the-counter medication for his/her use or other medication prescribed for him/her by a physician.
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

In determining whether or not to recommend the expulsion of a student, the Superintendent, principal, or designee shall act as quickly as possible to ensure that the student does not lose instructional time. (Education Code 48915)

~~The Board may also order a student expelled for any of the acts listed above under "Grounds for Suspension and Expulsion" upon recommendation by the principal, Superintendent, hearing~~

~~officer, or administrative panel, based on either or both of the following finding(s): (Education Code 48915(b) and (e))~~

- ~~1. — That other means of correction are not feasible or have repeatedly failed to bring about proper conduct~~
- ~~2. — That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others~~

~~Mandatory Recommendation for Expulsion~~

~~Unless the principal, Superintendent or designee finds that expulsion is inappropriate due to particular circumstances, the principal or the Superintendent or designee shall recommend a student's expulsion for any of the following acts: (Education Code 48915(a))~~

- ~~1. — Causing serious physical injury to another person, except in self defense~~
- ~~2. — Possession of any knife as defined in Education Code 48915(g), explosive, or other dangerous object of no reasonable use to the student~~
- ~~3. — Unlawful possession of any controlled substance, as listed in Health and Safety Code 11053-11058, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis~~
- ~~4. — Robbery or extortion~~
- ~~5. — Assault or battery, as defined in Penal Code 240 and 242, upon any school employee~~

~~Mandatory Recommendation and Mandatory Expulsion~~

~~The principal, Superintendent or designee shall recommend that the Board expel any student found at school or at a school activity to be: (Education Code 48915(e))~~

- ~~1. — Possessing, as verified by a district employee, selling, or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence~~
- ~~2. — Brandishing a knife as defined in Education Code 48915(g) at another person~~
- ~~3. — Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058~~
- ~~4. — Committing or attempting to commit a sexual assault or committing a sexual battery as defined in item #14 under "Grounds for Suspension and Expulsion" above~~
- ~~5. — Possessing an explosive as defined in 18 USC 921~~

~~Upon finding that the student committed any of the above acts, the Board shall expel the student. (Education Code 48915)~~

Student's Right to Expulsion Hearing

~~The Any student recommended for expulsion shall be is-entitled to a hearing to determine whether ~~the he/she~~ student should be expelled. The hearing shall be held within 30 school days after the ~~principal or Superintendent,~~ principal, or designee determines that the student has committed one of the act(s) that form the basis for the expulsion recommendation, listed under "Grounds for Suspension and Expulsion" has occurred. (Education Code 48918(a))~~

The student is entitled to at least one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing. Any subsequent postponement may be granted at the Board's discretion. (Education Code 48918(a))

If the Board finds it impractical during the regular school year to comply with these time requirements for conducting an expulsion hearing, the Superintendent or designee may, for good cause, extend the time period by an additional five school days. Reasons for the extension shall be included as a part of the record when the expulsion hearing is held. (Education Code 48918(a))

If the Board finds it impractical to comply with the time requirements of the expulsion hearing due to a summer recess of Board meetings of more than two weeks, the days during the recess shall not be counted as school days. The days not counted during the recess may not exceed 20 school days, as defined in Education Code 48925. Unless the student requests in writing that the expulsion hearing be postponed, the hearing shall be held not later than 20 calendar days prior to the first day of the next school year. (Education Code 48918(a))

Once the hearing starts, all matters shall be pursued with reasonable diligence and concluded without unnecessary delay. (Education Code 48918(a))

Stipulated Expulsion

After a determination that a student has committed an expellable offense, the superintendent, principal, or designee shall offer the student and his/her parent/guardian the option to waive a hearing and stipulate to the expulsion or to a suspension of the expulsion under certain conditions. The offer shall be made only after the student or his/her parent/guardian has been given written notice of the expulsion hearing pursuant to Education Code 48918.

The stipulation agreement shall be in writing and shall be signed by the student and his/her parent/guardian. The stipulation agreement shall include notice of all the rights that the student is waiving, including the waiving of his/her right to have a full hearing, to appeal the expulsion to the County Board of Education, and to consult legal counsel.

A stipulated expulsion agreed to by the student and his/her parent/guardian shall be effective upon approval by the Board.

Rights of Complaining Witness

An expulsion hearing involving allegations of sexual assault or sexual battery may be postponed for one school day in order to accommodate the special physical, mental or emotional needs of a student who is the complaining witness. (Education Code 48918.5)

Whenever the Superintendent or designee recommends an expulsion hearing that addresses allegations of sexual assault or sexual battery, he/she shall give the complaining witness a copy of the district's suspension and expulsion policy and regulation and shall advise the witness of his/her right to: (Education Code 48918.5)

1. Receive five days' notice of his/her scheduled testimony at the hearing
2. Have up to two adult support persons of his/her choosing present ~~in~~ at the hearing at the time he/she testifies
3. Have a closed hearing during the time he/she testifies

Whenever any allegation of sexual assault or sexual battery is made, the Superintendent or designee shall immediately advise complaining witnesses and accused students to refrain from personal or telephone contact with each other during the time when an expulsion process is pending. (Education Code 48918.5)

Written Notice of the Expulsion Hearing

Written notice of the expulsion hearing shall be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. The notice shall include: (Education Code 48900.8, 48918(b))

1. The date and place of the hearing-
2. A statement of the specific facts, charges, and offense upon which the proposed expulsion is based-
3. A copy of district disciplinary rules which relate to the alleged violation-
4. Notification of the student's or parent/guardian's obligation, pursuant to Education Code 48915.1, to provide information about the student's status in the district to any other district in which the student seeks enrollment--

This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c)-;

(cf. 5119 - Students Expelled from Other Districts)

5. The opportunity for the student or the student's parent/guardian to appear in person or be

represented by legal counsel or by a nonattorney advisor-

Legal counsel means an attorney or lawyer who is admitted to the practice of law in California and is an active member of the State Bar of California.

Nonattorney advisor means an individual who is not an attorney or lawyer, but who is familiar with the facts of the case, and has been selected by the student or student's parent/guardian to provide assistance at the hearing.

6. The right to inspect and obtain copies of all documents to be used at the hearing-

7. The opportunity to confront and question all witnesses who testify at the hearing-

8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses-

Additional Notice of Expulsion Hearing for Foster Youth and Homeless Students

If the student facing expulsion is a foster student, the Superintendent or designee shall also send notice of the hearing to the student's attorney and a representative of an appropriate child welfare agency at least 10 days prior to the hearing. (Education Code 48918.1)

If the student facing expulsion is a homeless student, the Superintendent or designee shall also send notice of the hearing to the district liaison for homeless students at least 10 days prior to the hearing. (Education Code 48918.1)

Any notice for these purposes may be provided by the most cost-effective method possible, including by email or a telephone call. (Education Code 48918.1)

Conduct of Expulsion Hearing

1. Closed Session: ~~Notwithstanding the provisions of Government Code 54953 and Education Code 35145, the Board shall conduct a hearing to consider the expulsion of the student in a session closed to the public unless the student requests in writing at least five days prior to the hearing that the hearing be a public meeting. If such a request is made, the meeting shall be public to the extent that unless another student's privacy rights of other students are not would be violated.~~ (Education Code 48918(e))

Whether the expulsion hearing is held in closed or public session, the Board may meet in closed session to deliberate and determine whether or not the student should be expelled. If the Board admits any other person to this closed session, the parent/guardian, the student, and the counsel of the student also shall be allowed to attend closed session. (Education Code 48918(c))

If a hearing that involves a charge of sexual assault or sexual battery is to be conducted in public, a complaining witness shall have the right to have his/her testimony heard in closed session when testifying in public would threaten serious psychological harm to the witness and when there

are no alternative procedures to avoid the threatened harm, including, but not limited to, videotaped deposition or contemporaneous examination in another place communicated to the hearing room by closed-circuit television. (Education Code 48918(c))

2. Record of Hearing: A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made. (Education Code 48918(g))

3. Subpoenas: Before commencing a student expulsion hearing, the Board may issue subpoenas, at the request of either the student or the Superintendent or designee, for the personal appearance at the hearing of any person who actually witnessed the action that gave rise to the recommendation for expulsion. After the hearing has commenced, the Board or the hearing officer or administrative panel may issue such subpoenas at the request of the student or the County Superintendent of Schools or designee. All subpoenas shall be issued in accordance with the Code of Civil Procedure 1985-1985.2 and enforced in accordance with Government Code 11455.20. (Education Code 48918(i))

Any objection raised by the student or the Superintendent or designee to the issuance of subpoenas may be considered by the Board in closed session, or in open session if so requested by the student, before the meeting. The Board's decision in response to such an objection shall be final and binding. (Education Code 48918(i))

If the Board determines, or if the hearing officer or administrative panel finds and submits to the Board, that a witness would be subject to unreasonable risk of harm by testifying at the hearing, a subpoena shall not be issued to compel the personal attendance of that witness at the hearing. However, that witness may be compelled to testify by means of a sworn declaration as described in item #4 below. (Education Code 48918(i))

4. Presentation of Evidence: Technical rules of evidence shall not apply to the expulsion hearing, but relevant evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. The decision of the Board to expel shall be supported by substantial evidence that the student committed any of the acts pursuant to Education Code 48900 and listed in "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12" above. (Education Code 48918(h))

Findings of fact shall be based solely on the evidence at the hearing. ~~While~~ Although no finding shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm. (Education Code 48918(f))

In cases where a search of a student's person or property has occurred, evidence describing the reasonableness of the search shall be included in the hearing record.

5. Testimony by Complaining Witnesses: The following procedures shall be observed when a hearing involves allegations of sexual assault or sexual battery by a student: (Education Code

48918, 48918.5)

- a. Any complaining witness shall be given five days' notice before being called to testify.
- b. Any complaining witness shall be entitled to have up to two adult support persons, including, but not limited to, a parent/guardian or legal counsel, present during his/her testimony.
- c. Before a complaining witness testifies, support persons shall be admonished that the hearing is confidential.
- d. The person presiding over the hearing may remove a support person whom he/she finds is disrupting the hearing.
- e. If one or both support persons are also witnesses, the hearing shall be conducted in accordance to ~~with~~ Penal Code 868.5.
- f. Evidence of specific instances of prior sexual conduct of a complaining witness shall be presumed inadmissible and shall not be heard unless the person conducting the hearing determines that extraordinary circumstances require the evidence to be heard. Before such a determination is made, the complaining witness shall be given notice and an opportunity to oppose the introduction of this evidence. In the hearing on the admissibility of this evidence, the complaining witness shall be entitled to be represented by a parent/guardian, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of a complaining witness shall not be admissible for any purpose.
- g. In order to facilitate a free and accurate statement of the experiences of the complaining witness and to prevent discouragement of complaints, the district shall provide a nonthreatening environment.
 - (1) The district shall provide a room separate from the hearing room for the use of the complaining witness before and during breaks in testimony.
 - (2) At the discretion of the person conducting the hearing, the complaining witness shall be allowed reasonable periods of relief from examination and cross-examination during which he/she may leave the hearing room.
 - (3) The person conducting the hearing may:
 - (a) Arrange the seating within the hearing room so as to facilitate a less intimidating environment for the complaining witness
 - (b) Limit the time for taking the testimony of a complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours
 - (c) Permit one of the support persons to accompany the complaining witness to the witness stand

6. ~~Decision Within 10 School Days:~~ The Board's decision on whether to expel a student shall be made within ~~10~~ 40 school days after the student is removed from his/her school of attendance~~conclusion of the hearing~~, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))

~~7. — Decision Within 40 School Days: If the Board does not meet on a weekly basis, its decision on whether to expel a student shall be made within 40 school days after the student is removed from his/her school of attendance, unless the student requests in writing that the decision be postponed. — Education Code 48918(a))~~

Alternative Expulsion Hearing: Hearing Officer or Administrative Panel

Instead of conducting an expulsion hearing itself, the Board may contract with the county hearing officer or with the Office of Administrative Hearings of the State of California for a hearing officer. ~~Alternatively,~~ The Board may also appoint an impartial administrative panel composed of three or more certificated personnel, none of whom shall be members of the Board or on the staff of the school in which the student is enrolled. (Education Code 48918(d))

A hearing conducted by the hearing officer or administrative panel shall conform to the same procedures ~~as apply~~ applicable to a hearing conducted by the Board as specified above in "Conduct of Expulsion Hearing."~~—,~~ including the requirement to issue a decision within 40 school days of the student's removal from school, unless the student requests that the decision be postponed. (Education Code 48918(a) and (d))

The hearing officer or administrative panel shall, within three school days after the hearing, determine whether to recommend expulsion of the student to the Board. If expulsion is not recommended, the expulsion proceeding shall be terminated and the student shall be immediately reinstated and permitted to return to the classroom instructional program from which the referral was made, unless another placement is requested in writing by the student's parent/guardian. Before the student's placement decision is made by his/her parent/guardian, The the Superintendent or designee shall consult with the parent/guardian and place the student in a classroom instructional program, any other instructional program, a rehabilitation program, or any combination of these programs after consulting with district staff, including the student's teachers, regarding other placement options for the student in addition to the option to return to the classroom instructional program from which the student's expulsion referral was made, and with the student's parent/guardian. The decision to not recommend expulsion shall be final. (Education Code 48918(e))

If expulsion is recommended, findings of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. (Education Code 48918(f))

In accordance with Board policy, the hearing officer or administrative panel may recommend that

the Board suspend the enforcement of the expulsion for a period of one year. If the hearing officer or administrative panel recommends that the Board expel a student but suspend the enforcement of the expulsion, the student shall not be reinstated and permitted to return to the classroom instructional program from which the referral was made until the Board has rule on the recommendation. (Education Code 48917; ~~49818~~48918)

~~The Board shall make its decision about the student's expulsion within 40 school days after the date of the student's removal from school unless the student requests in writing that the decision be postponed.~~ (Education Code 48918(a))

Final Action by the Board

Whether the expulsion hearing is conducted in closed or public session by the Board, a hearing officer, or an administrative panel, or is waived through the signing of a stipulated expulsion agreement, the final action to expel shall be taken by the Board ~~at a~~ in public meeting. (Education Code 48918(j))

(cf. 9321.1 - Closed Session Actions and Reports)

The Board's decision is final. If the decision is to not expel, if the Board conducts the hearing and reaches a decision not to expel, this decision shall be final and the student shall be reinstated immediately under the conditions of the suspended expulsion.

Upon ordering an expulsion, the Board shall set a date when the student shall be reviewed for readmission to a school within the district. For a student expelled for any act listed under "Mandatory Recommendation and Mandatory Expulsion" above, this date shall be one year from the date the expulsion occurred, except that the Board may set an earlier date on a case-by-case basis. For a student expelled for other acts, this date shall be no later than the last day of the semester following the semester in which the expulsion occurred. If an expulsion is ordered during the summer session or the intersession period of a year-round program, the Board shall set a date when the student shall be reviewed for readmission not later than the last day of the semester following the summer session or intersession period in which the expulsion occurred. (Education Code 48916)

At the time of the expulsion order, the Board shall recommend a plan for the student's rehabilitation, which may include: (Education Code 48916)

1. Periodic review, as well as assessment ~~of the student~~ at the time of review, for readmission
2. Recommendations for improved academic performance, tutoring, special education assessments, job training, counseling, employment, community service, or other rehabilitative programs

With parent/guardian consent, students who have been expelled for reasons relating to controlled substances or alcohol may be required to enroll in a county-sponsored drug rehabilitation program before returning to school. (Education Code 48916.5)

Written Notice to Expel

The Superintendent or designee shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed above under “Grounds for Suspension and Expulsion: Grades K-12” or “Additional Grounds for Suspension and Expulsion: Grades 4-12” in Education Code 48900, 48900.2, 48900.3, 48900.4, 48900.7, or 48915. (Education Code 48900.8)
2. The fact that a description of readmission procedures will be made available to the student and his/her parent/guardian. (Education Code 48916)
3. Notice of the right to appeal the expulsion to the County Board of Education. (Education Code 48918)
4. Notice of the alternative educational placement to be provided to the student during the time of expulsion. (Education Code 48918)
5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1. (Education Code 48918)

~~Decision Not to Enforce~~ Suspend Expulsion Order

In accordance with Board policy, when deciding whether to suspend the enforcement of an expulsion order, the Board shall take into account the following criteria:

1. The student's pattern of behavior
2. The seriousness of the misconduct
3. The student's attitude toward the misconduct and his/her willingness to follow a rehabilitation program

The suspension of the enforcement of an expulsion shall be governed by the following:

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class, or program appropriate for the student's rehabilitation. This rehabilitation program may provide for the involvement of the student's parent/guardian in the student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program. (Education Code 48917)
2. During the period when enforcement of the expulsion order is suspended, the student shall

be on probationary status. (Education Code 48917)

3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12" or "Additional Grounds for Suspension and Expulsion: Grades 4-12" above or violates any of the district's rules and regulations governing student conduct. (Education Code 48917)

4. When the suspension of the enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order. (Education Code 48917)

5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school. Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings. (Education Code 48917)

6. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian. The notice shall also inform the parent/guardian of the right to appeal the expulsion to the County Board of Education, the alternative educational placement to be provided to the student during the time period of expulsion, and the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of ~~the student's~~ his/her status with the expelling district, pursuant to Education Code 48915.1(b). (Education Code 48918(j))

7. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board. (Education Code 48917)

~~Right to Appeal~~

The student or parent/guardian is entitled to file an appeal of the Board's decision with the County Board of Education. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion ~~action~~ order is suspended and the student is placed on probation. (Education Code 48919)

~~If~~ The student shall submit a written request for a copy of the written transcripts and supporting documents from the district simultaneously with the filing of the notice of appeal with the County Board of Education. ~~The~~ the district shall provide the student with these documents within 10 school days following the student's written request. (Education Code 48919)

Notification to Law Enforcement Authorities

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled

substance. In addition, law enforcement authorities shall be notified regarding any acts by students ~~or nonstudents~~ regarding the possession, sale, or furnishing of firearms, explosives, or other dangerous weapons in violation of Education Code 48915(c)(1) or (5) or Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

~~Post-Expulsion Placements~~ During Expulsion

The Board shall refer expelled students to a program of study that is: (Education Code 48915, 48915.01)

1. Appropriately prepared to accommodate students who exhibit discipline problems
2. Not provided at a comprehensive middle, junior, or senior high school or at any elementary school, unless the program is offered at a community day school established at ~~such a site~~ any of these
3. Not housed at the school site attended by the student at the time of suspension

(cf. 6158 - Independent Study)
(cf. 6185 - Community Day School)

When the placement described above is not available, and when the County Superintendent so certifies, students expelled for only acts described in items #~~6-13~~-12 under "Grounds for Suspension and Expulsion: Grades K-12" and items #~~19-21~~1-3 under "Additional Grounds for Suspension and Expulsion: Grades 4-12" above may be ~~instead~~ referred to a program of study that is provided at another comprehensive middle, junior, or senior high school; or at an elementary school. (Education Code 48915)

The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)

Readmission After Expulsion

~~Readmission procedures shall be as follows:~~ Prior to the date set by the Board for the student's readmission:

- ~~1. On the date set by the Board when it ordered the expulsion, the district shall consider readmission of the student. (Education Code 48916)~~
21. The Superintendent or designee shall hold a conference with the parent/guardian and the

student. At the conference the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.

32. The Superintendent or designee shall transmit to the Board his/her recommendation regarding readmission. The Board shall consider this recommendation in closed session, ~~if information would be disclosed in violation of Education Code 49073-49079.~~ If a written request for open session is received from the parent/guardian or adult student, it shall be honored to the extent that privacy rights of other students are not violated.

43. If the readmission is granted, the Superintendent or designee shall notify the student and parent/guardian, by registered mail, of the Board's decision regarding readmission.

54. The Board may deny readmission only if it finds that the student has not satisfied the conditions of the rehabilitation plan or that the student continues to pose a danger to campus safety or to other district students or employees. (Education Code 48916)

65. If the Board denies the readmission of a student, the Board shall determine either to continue the student's placement in the alternative educational program initially selected or to place the student in another program that serves expelled students, including placement in a county community school. (~~Education Code 48916~~)

76. The Board shall provide written notice to the expelled student and parent/guardian describing the reasons for denying readmittance into the regular program. This notice shall indicate the Board's determination of the educational program which the Board has chosen. The student shall enroll in that program unless the parent/guardian chooses to enroll the student in another school district. (Education Code 48916)

No student shall be denied readmission into the district based solely on the student's arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other such contact with the juvenile justice system. (Education Code 48645.5)

Maintenance of Records

The ~~Board~~ district shall maintain a record of each suspension and expulsion, including ~~the~~ its specific cause(s) ~~of the expulsion.~~

~~The~~ Expulsion records of any student shall be maintained in the student's mandatory interim record and sent to any school in which the student subsequently enrolls upon ~~receipt of a~~ written request by ~~the~~ admitting school. (Education Code ~~48900.8, 48918(k)~~)

The Superintendent or designee shall, within five working days, honor any other district's request for information about an expulsion from this district. (Education Code 48915.1)

(cf. 5119 - Students Expelled from Other Districts)

Outcome Data

~~The Superintendent or designee shall maintain the following data: (Education Code 48900.8, 48916.1)~~

- ~~1. The number of students recommended for expulsion~~
- ~~2. The specific grounds for each recommended expulsion~~
- ~~3. Whether the student was subsequently expelled~~
- ~~4. Whether the expulsion order was suspended~~
- ~~5. The type of referral made after the expulsion~~
- ~~6. The disposition of the student after the end of the expulsion period~~

Regulation **ROCKLIN UNIFIED SCHOOL DISTRICT**

approved: July 21, 2010 Rocklin, California

revised: May 20, 2015 Rocklin, California

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Edits to Administrative Regulation (AR) 3514.2 - Integrated Pest Management

DEPARTMENT: Office of the Senior Director, Facilities & Operations

Background:

Edits to Administrative Regulation (AR) 3514.2 – Integrated Pest Management have been updated per CSBA recommendations to reflect new law (SB 1405, 2014) which (1) requires certain persons to complete a Department of Pesticide Regulation (DPR) approved training course beginning July 1, 2016; (2) requires posting of the integrated pest management (IPM) plan on the school or district web site or distribution of the plan with the annual parental notification whenever a non-exempted pesticide will be used; (3) expands the content of the annual notification to include the Internet address where the school's IPM plan is posted and the opportunity to view the IPM plan in the school office; and (4) requires reporting to the DPR whenever the pesticide use is not otherwise reported by the pest control operator to county officials.

Status:

Rene Caballero, Grounds Supervisor, is District's designated IPM coordinator and is fully trained and will be implementing any additional training and posting components for these revisions by July 1, 2015.

Presenter:

Sue Wesselius, Senior Director, Facilities & Operations

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:

AR 3514.2 – Integrated Pest Management Revision

Recommendation:

Staff recommends approval of revisions to AR 3514.2 – Integrated Pest Management.

Rocklin USD

Administrative Regulation

Integrated Pest Management

AR 3514.2

Business and Noninstructional Operations

The Superintendent or designee shall designate an employee at the district office and/or school site to develop, implement, and coordinate an integrated pest management (IPM) program that incorporates effective, least toxic pest management practices. The IPM coordinator shall prepare and regularly update a districtwide or school site IPM plan based on the template provided by the California Department of Pesticide Regulation (DPR).

Integrated Pest Management (IPM) pest management means a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using nonchemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment are used only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds. (Education Code 17609; Food and Agricultural Code 13181)

Procedures

The IPM plan and this administrative regulation shall designate not apply to reduced-risk pesticides, including self-contained baits or traps, gels or pastes used for crack and crevice treatments, antimicrobials, and pesticides exempt from registration by law. (Education Code 17610.5; 3 CCR 6147)

The IPM coordinator shall not use any pesticide that is prohibited by DPR or the U.S. Environmental Protection Agency, as listed on the DPR web site. (Education Code 17610.1)

Program Components

The district's program shall include, but not necessarily be limited to, the following elements/components:

1. Carefully identifying and monitoring and identifying the pest population levels and identifying practices that could affect pest populations. Strategies for managing the pest shall be influenced by the pest species and whether that species poses a threat to people, property, or the environment.
2. Setting action threshold levels to determine when pest populations or vegetation at a specific location might cause unacceptable health or economic hazard/hazards that would indicate

corrective action should be taken.

3. Modifying or eliminating pest habitats to deter pest populations and minimize pest infestations.

4. Considering a full range of possible alternative cost-effective treatments.- Such alternative treatments may include taking no action or controlling the pest by physical, horticultural, or biological methods. -Cost or staffing considerations alone will not be adequate justification for the use of chemical control agents.

5. Selecting nonchemical pest management methods over chemical methods whenever such methods are effective in providing the desired control or, when it is determined that chemical methods must be used, giving preference to those chemicals that pose the least ~~hazard~~hazardous effects to people and the environment.—

~~6. Ensuring that persons applying pesticides follow label precautions and are trained in the principles and practices of IPM.~~

~~(cf. 4231 - Staff Development)~~

~~7.6. Limiting pesticide purchases to amounts needed for the year. Pesticides shall be stored at a secure location that is not accessible to students and unauthorized staff. They shall be stored and disposed of in accordance with state regulations and label directions registered with the U.S. Environmental Protection Agency (EPA) EPA as well as any disposal requirements indicated on the product label.~~

~~(cf. 3514 - Environmental Safety)~~

~~(cf. 3514.1 - Hazardous Substances)~~

~~Prohibited Pesticides~~

~~The IPM Coordinator shall not use a pesticide on a school site if that pesticide has been granted a conditional or interim registration or an experimental use permit by the California Department of Pesticide Regulation (DPR) or if the pesticide is subject to an experimental registration issued by the EPA and either of the following conditions exists:— (Education Code 17610.1)~~

~~1. The pesticide contains a new active ingredient.~~

~~7. Informing parents/guardians and employees regarding pesticide use as described in the sections "Notifications" and "Warning Signs" below.~~

~~8. Ensuring that persons applying pesticides follow label precautions and are sufficiently trained in the principles and practices of IPM.~~

~~(cf. 4231 - Staff Development)~~

~~2. The pesticide is for new use.~~

In addition, the IPM Coordinator shall not use a pesticide on coordinator and any employee or contractor who intends to apply a pesticide at a school site must annually complete a DPR-approved training course. ***

Beginning July 1, 2016, the IPM coordinator and any employee or contractor who intends to apply a pesticide at a school site if shall annually complete a DPR-approved or suspends- registration or requires that approved training course on IPM and the safe use of pesticides in relation to the pesticide be phased out from use unique nature of school sites and children's health. (Education Code 17610-17614; Food and Agricultural Code 13186.5)

Notifications

The IPM Coordinator shall annually notify staff Staff and parents/guardians of students enrolled at a school site shall be annually notified, in writing, regarding pesticide products expected to be applied at the school facility site in the upcoming year. The notification shall include at least the following: (Education Code 17612)

1. The name of each pesticide product expected to be applied in the upcoming year and the active ingredient(s) in it
2. The Internet address (<http://www.cdpr.ca.gov/schoolipm-info>) used to access information on pesticides and pesticide use reduction developed by the DPR pursuant to Food and Agricultural Code 13184.
2. The name of each pesticide product expected to be applied in the upcoming year and the active ingredient(s) in it.
3. If the school has posted its IPM plan, the Internet address where the plan may be found
4. The opportunity to view a copy of the IPM plan in the school office
5. An opportunity for interested persons to register to receive prior notification of each application of a pesticide at the school site
6. Other information deemed necessary by the IPM coordinator

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3517 - Facilities Inspection)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

Whenever a person registers to receive notice of individual pesticide application at pursuant to item #5 above, the school site. The IPM Coordinator coordinator shall notify such registered persons of individual pesticide applications at least 72 hours prior to the application. The notice shall include the product name, the active ingredient(s) in the product, and the intended date of

application. (Education Code 17612)

4. ~~Other information deemed necessary by the Superintendent or IPM Coordinator.~~

~~(cf. 1312.4—Williams Uniform Complaint Procedures)~~

~~(cf. 3517—Facilities Inspection)~~

~~(cf. 4112.9/4212.9/4312.9—Employee Notifications)~~

~~(cf. 5145.6—Parental Notifications)~~

If a pesticide product not included in the annual notification is subsequently intended for use at a school site, the IPM ~~Coordinator~~ coordinator shall provide written notification of its intended use to staff and parents/guardians of students enrolled at the school, at least 72 hours prior to the application. (Education Code 17612)

If a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5, it shall post the school or district IPM plan on the school's web site or, if the school does not have a web site, then on the district web site. If neither the school nor district has a web site, then the IPM plan shall be included with the annual notification sent to staff and parents/guardians pursuant to Education Code 17612 as described above. The plan shall include the name of the school designee or IPM coordinator, the pesticides applied at the school site by school or district employees and hired pest control applicators, and a date when the plan shall be reviewed and updated as necessary. When not required, the IPM coordinator may post or distribute the IPM plan at his/her discretion. (Education Code 17611.5)

Whenever the IPM ~~Coordinator~~ coordinator deems that the immediate use of a pesticide is necessary to protect the health and safety of students, staff, or other persons at the school site, he/she shall make every effort to provide the required notifications prior to the application of the pesticide. (Education Code 17612)

~~(cf. 3514—Environmental Safety)~~

Posting of Warning Signs

The IPM ~~Coordinator~~ coordinator shall post a warning sign at each area of the school site where pesticides will be applied that shall be visible to all persons entering the treated area. The sign shall be posted at least 24 hours prior to the application and shall remain posted until 72 hours after the application.— The warning sign shall prominently display the following information: (Education Code 17612)

1. The term "Warning/Pesticide Treated Area"
2. The product name, manufacturer's name, and the EPA's product registration number
3. Intended areas and dates of application
4. Reason for the pesticide application

When advance posting is not possible due to an emergency condition requiring immediate use of a pesticide, the warning sign shall be posted immediately upon application and shall remain posted until 72 hours after the application. (Education Code 17609, 17612)

Records

At the end of each calendar year, the IPM coordinator shall submit to the DPR, on a form provided by the DPR, a copy of the records of all pesticide use at the school site for that year, excluding any pesticides exempted by law and any pesticide use reported by the pest control operator pursuant to Food and Agricultural Code 13186. The IPM coordinator may submit more frequent reports at his/her discretion. (Education Code 17611)

Each school site shall maintain records of all pesticide use at the school for four years, and shall make the information available to the public, upon request, in accordance with the California Public Records Act. Such records may be maintained by retaining a copy of the warning sign posted for each pesticide application with a recording on that copy of the amount of the pesticide used. (Education Code 17611)

(cf. 1340 - Access to District Records)

(cf. -3580 - District Records)

Legal Reference:

BUSINESS AND PROFESSIONS CODE

8593.2 Licensed pest control operators; training requirements

EDUCATION CODE

17366 Legislative intent (fitness of buildings for occupancy)

~~17608-17613~~17614 Healthy Schools Act of 2000

48980 Notice at beginning of term

48980.3 Notification of pesticides

FOOD AND AGRICULTURAL CODE

11401-12408 Pest control operations and agricultural chemicals

13180-13188 Healthy Schools Act of 2000

GOVERNMENT CODE

3543.2 Scope of representation; right to negotiate safety conditions

6250-6270 California Public Records Act

CODE OF REGULATIONS, TITLE 83

6147 Pesticides exempted from registration requirements

CODE OF REGULATIONS, TITLE 8

340-340.2 Employer's obligation to provide safety information

UNITED STATES CODE, TITLE 7

136-136y Insecticide, Fungicide and Rodenticide Act

Management Resources:

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION PUBLICATIONS

| California School IPM Model Program Guidebook

U.S. ENVIRONMENTAL PROTECTION AGENCY

| Protecting Children in Schools from Pests and Pesticides, 2002

Pest Control in the School Environment: Adopting Integrated Pest Management, 1993

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

California Department of Pesticide Regulation, School IPM: _

| <http://www.cdpr.ca.gov/schoolipm-info>

U.S. Environmental Protection Agency, Integrated Pest Management at Schools:

<http://www.epa.gov/pesticides/ipm>

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT

approved: June 7, 2006 Rocklin, California

| revised: May 20, 2015 Rocklin, California

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Agreement and Stipulation for Expulsions

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

When a pupil violates section(s) of the California Education Code, Rocklin Unified School District Board Policy and/or Administrative Regulation, site administration may decide to recommend the pupil for expulsion from the Rocklin Unified School District (based on Recommended or Mandatory infractions).

Status:

Site administration recommended and the District has concurred that sufficient evidence exists to expel Student 052015-01 and Student 052015-02 from the Rocklin Unified School District. All parties have signed the *Agreement and Stipulation for Expulsion* certifying that they have been made fully aware of their rights afforded by law and have freely executed the Agreement.

Presenter(s):

Martin Flowers, Director of Secondary Programs and School Leadership

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

Deborah Sigman, Deputy Superintendent, Educational Services

Allotment of Time:

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

Packet Information:

Confidential student expulsion packets for the Board of Trustees.

Recommendation:

Staff recommends approval of the Agreement and Stipulation for Expulsion for Student 052015-01 and Student 052015-02.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Appoint Assistant Principal of Spring View Middle School
DEPARTMENT: Office of the Assistant Superintendent – Human Resources

Background:

Brittaney Meyer, Assistant Principal of Spring View Middle School, has accepted a new assignment. Fifty-five candidates applied for the position and candidates were interviewed by a panel of nine on Thursday, May 14, 2015. The final candidates were interviewed by Cabinet and Principal Beth Davidson on Monday, May 18, 2015.

Status:

Staff has identified and is prepared to present a candidate for appointment as the new Assistant Principal at Spring View Middle School.

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:

None

Recommendation:

Approve appointment of the new Assistant Principal at Spring View Middle School effective not later than July 1, 2015.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Appoint Assistant Principal of Rocklin High School
DEPARTMENT: Office of the Assistant Superintendent – Human Resources

Background:

Davis Stewart, Assistant Principal of Rocklin High School, accepted a new assignment as the high school's Principal. A thorough recruitment search has been completed to fill this position. Forty-seven candidates applied for the position and candidates were interviewed by a panel of nine on Friday, May 15, 2015. The final candidates were interviewed by Cabinet and Mr. Stewart on Monday, May 18, 2015.

Status:

Staff has identified and is prepared to present a candidate for appointment as the new Assistant Principal at Rocklin High School

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:

None

Recommendation:

Approve appointment of the new Assistant Principal at Rocklin High School effective not later than July 1, 2015.

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 12.3
ACTION
May 20, 2015

BOARD AGENDA BRIEFING

SUBJECT: AB1200 Bargaining Agreement Disclosure for the Rocklin Teachers Professional Association (RTPA) for July 1, 2014 through June 30, 2016

DEPARTMENT: Office of the Deputy Superintendent, Business and Operations

Background:

Per AB1200, public disclosure of the cost of collective bargaining agreements must be made prior to the ratification of the Agreements by the Board of Trustees.

Status:

The following costs associated with a two year agreement with RTPA are listed on the Public Disclosure of Proposed Collective Bargaining Agreement Forms as required:

- For all RTPA members, 5% salary increase effective July 1, 2014, and 1% salary increase effective July 1, 2015.
- Effective July 1, 2015, implementation of Column VI that is 1.75% greater than Column V
- Effective July 1, 2015, grandfather RTPA members in Column V rows 18-25 to Column VI
- Effective July 1, 2015, increase the Psychologist salary schedule .98%

Funds are available to pay for these costs based on the 2nd Interim projections and the Governor's proposed budget for 2015-16 and assumptions outlined on the last page of the AB 1200 Disclosure Report.

In addition, the agreement states that if the LCFF gap for 15-16 is between 32.19% and 38.05%, 68% of the new LCFF base dollars will be used to increase Column VI up to an increase of 3.5% over Column V. These additional funds would also increase the Psychologist salary schedule up to an additional .98%. If the LCFF funding gap exceeds 38.05% in 15-16, 68% of the new LCFF base dollars will be applied to the health cap. The Agreement is for July 1, 2014 through June 30, 2016.

Presenter:

Barbara Patterson, Deputy Superintendent

Financial Impact:

Current year:	\$2,235,659
Future years:	\$935,483
Funding source:	General Fund, Charter Fund

Materials/Films:

None

Allotment of Time:

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

Packet Information:

Public Disclosure of Proposed Collective Bargaining Agreement

Recommendation:

Approve AB1200 Public Disclosure of Proposed Collective Bargaining Agreement.

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

LEA Name: Rocklin Unified School District

Name of Bargaining Unit: RTPA & Superintendents

Certificated, Classified, Other: Certificated and Classified

The proposed agreement covers the period beginning: 7/1/2014 and ending: 6/30/2016
(mm/dd/yyyy) (mm/dd/yyyy)

The Governing Board will act upon this agreement on: 5/20/2015
(mm/dd/yyyy)

Proposed Change in Compensation	Fiscal Impact of Proposed Agreement		
	FY 2014/15	FY 2015/16	FY 2016/17
Salary Schedule Change (include step and column movement)	1,976,185	781,190	-
Other Compensation - Identify:	-	-	-
Statutory Benefits - STRS, PERS, FICA, Medicare, WC UI, etc.	259,474	154,293	-
Health and Welfare Benefits	-	-	-
Total Proposed Change in Compensation Costs	\$ 2,235,659	\$ 935,483	\$ -
Total Number of FTE	566	566	-
Average Cost per Employee	3,953	1,654	-

Costs Already Included in Board Approved Budget Ref. Supplemental Information #9	-	-	-
Net Change to Budget	\$ 2,235,659	\$ 935,483	\$ -

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

- 1 What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

14-15: 5% increase retroactive to July 1, 2014 for RTPA and .54% for the Superintendents salary schedules.
15-16: 1% increase effective July 1, 2015 for all RTPA salary schedules. Additionally, Column VI on the certificated salary schedule will be added that will provide an additional increase in compensation of 1.75% in excess of Column V after the 1% is applied (Cost is .98%). The Psychologist salary schedule only has one column, so an equivalent percentage of .98% will be applied after the 1%.

- 2 Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

Effective July 1, 2015, Column VI on the certificated salary schedule that will provide an additional increase in compensation of 1.75% in excess of Column V after the 1% is applied. Also effective July 1, 2015, RTPA members in Column V rows 18-25 will be grandfathered to Column VI.

- 3 Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes No

If yes, please describe the cap amount.

RTPA has a benefit cap of \$577/month. The Superintendents benefit cap is \$610/month. There was no increase to either benefit cap.

- 4 Describe other proposed non-compensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Expanded definition of eligible family members for bereavement and personnel necessity. Increased discretionary personnel necessity from two to three days. Agreed to joint employer-employee committee to review policies and procedures surrounding special education and any recommendations may be implemented in 2016-17.

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

- 5 What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

The negotiation settlement did not have any impact on staffing for instructional or support programs.

- 6 What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

No reopener languages was included; however, the agreement states that if the LCFF gap for 15-16 is between 32.19% and 38.05%, 68% of the new LCFF base dollars will be used to increase Column VI up to an increase of 3.5% over Column V. These additional funds would also increase the Psychologist salary schedule up to an additional .98%. If the LCFF funding gap exceeds 38.05% in 15-16, 68% of the new LCFF base dollars will be applied to the health cap.

- 7 Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

No other major provisions were noted in the agreement that weren't disclosed in step 4.

- 8 Describe any costs that were previously included at budget adoption or subsequent board approved revision, that will be implemented by the proposed agreement.

The district had an assignment of fund balance for negotiation settlements at second interim that will now be recognized in expenditures.

- 9 Identify the source of funding for the proposed agreement in the current and each of the two subsequent years.

The district will spend down fund balance in 14-15 and 16-17. Per the Governor's proposed budget, the district is expecting one time revenues that will increase fund balance in 15-16.

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

10 If amounts are entered in the "Other Revisions" on the MYP forms please provide brief description.

N/A

11 Will this agreement create, or decrease the LEA's budget deficit in the current or subsequent year(s)?
"Budget Deficit" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

See step 9 above.

12 Will the LEA be able to maintain it's Reserve for Economic Uncertainty in the current and two subsequent fiscal years? If not, explain justification for approving proposed agreement.

Yes.

13 Please provide any additional comments and explanations that are necessary to understand the impact of the proposed agreement not already addressed above.

No additional comments deemed necessary.

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

GENERAL FUND 01	Current Year	1st Subsequent Year	2nd Subsequent Year
UNRESTRICTED	FY 2014/15	FY 2015/16	FY 2016/17
Latest Board Approved Budget Before Settlement, Date: 2nd Interim 3/18/15			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	68,789,636	72,575,888	72,624,887
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	66,822,197	70,573,055	74,516,903
Increase (Decrease) In Fund Balance	1,967,439	2,002,833	(1,892,016)
Other Revisions, As Of Date:			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)			
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)			
Increase (Decrease) In Fund Balance	-	-	-
Adjustment For Settlement			
* Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	(296,684)	(123,860)	
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	1,875,777	851,069	
Increase (Decrease) In Fund Balance	(2,172,461)	(974,929)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	68,492,952	72,452,028	72,624,887
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	68,697,974	71,424,124	74,516,903
Fund Balance			
Beginning Fund Balance	8,488,622	8,283,600	9,311,504
Total Increase (Decrease) In Fund Balance	(205,022)	1,027,904	(1,892,016)
Projected Ending Fund Balance	8,283,600	9,311,504	7,419,488
Components of Ending Fund Balance			
Restricted			
Committed	565,330	589,005	612,680
Assignments:	5,017,211	6,009,292	3,997,588
Reserve For Economic Uncertainty	2,701,059	2,713,207	2,809,220
Unassigned Balance (must be positive number)	-	0	0
% Available for Economic Uncertainty	3.00%	3.00%	3.00%

- Projected Restricted Ending Balance cannot be negative. Requires contribution from Unrestricted included under Adjustment For Settlement section.

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

GENERAL FUND 01	Current Year	1st Subsequent Year	2nd Subsequent Year
RESTRICTED	FY 2014/15	FY 2015/16	FY 2016/17
Latest Board Approved Budget Before Settlement, Date: 2nd interim 3/18/15			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	18,725,138	20,018,060	20,297,713
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	20,999,666	18,982,018	19,019,881
Increase (Decrease) In Fund Balance	(2,274,528)	1,036,042	1,277,832
Other Revisions, As Of Date:			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)			
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)			
Increase (Decrease) In Fund Balance	-	-	-
Adjustment For Settlement			
* Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	296,684	123,860	
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	337,667	79,298	
Increase (Decrease) In Fund Balance	(40,983)	44,562	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	19,021,822	20,141,920	20,297,713
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	21,337,333	19,061,316	19,019,881
Fund Balance			
Beginning Fund Balance	4,881,245	2,565,734	3,646,338
Total Increase (Decrease) In Fund Balance	(2,315,511)	1,080,604	1,277,832
* Projected Ending Restricted Fund Balance	2,565,734	3,646,338	4,924,170
Restricted Balance Positive (Negative)			
* Projected Restricted Ending Balance cannot be negative. Requires contribution from Unrestricted included under Adjustment For Settlement section.			

PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

GENERAL FUND 01	Current Year	1st Subsequent Year	2nd Subsequent Year
COMBINED	FY 2014/15	FY 2015/16	FY 2016/17
Latest Board Approved Budget Before Settlement, Date: 2nd Interim 3/18/15			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	87,514,774	92,593,948	92,922,600
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	87,821,863	89,555,073	93,536,784
Increase (Decrease) In Fund Balance	(307,089)	3,038,875	(614,184)
Other Revisions, As Of Date:			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	-	-	-
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	-	-	-
Increase (Decrease) In Fund Balance	-	-	-
Adjustment For Settlement			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	-	-	-
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	2,213,444	930,367	-
Increase (Decrease) In Fund Balance	(2,213,444)	(930,367)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	87,514,774	92,593,948	92,922,600
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	90,035,307	90,485,440	93,536,784
Fund Balance			
Beginning Fund Balance	13,369,867	10,849,334	12,957,842
Total Increase (Decrease) In Fund Balance	(2,520,533)	2,108,508	(614,184)
Projected Ending Fund Balance	10,849,334	12,957,842	12,343,658
Components of Ending Fund Balance			
Restricted	2,565,734	3,646,338	4,924,170
Committed	565,330	589,005	612,680
Assignments:	5,017,211	6,009,292	3,997,588
0	-	-	-
0	-	-	-
Reserve For Economic Uncertainty	2,701,059	2,713,207	2,809,220
Unassigned Balance (must be positive number)	-	0	0
% Available for Economic Uncertainty	3.00%	3.00%	3.00%

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

Fund 09	Current Year	1st Subsequent Year	2nd Subsequent Year
	FY 2014/15	FY 2015/16	FY 2016/17
Latest Board Approved Budget Before Settlement, Date: 2nd interim 3/18/15			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	962,364	962,364	962,364
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	782,060	804,275	809,391
Increase (Decrease) In Fund Balance	180,304	158,089	152,973
Other Revisions, As Of Date:			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)			
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)			
Increase (Decrease) In Fund Balance	-	-	-
Adjustment For Settlement			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)			
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	22,215	5,116	-
Increase (Decrease) In Fund Balance	(22,215)	(5,116)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	962,364	962,364	962,364
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	804,275	809,391	809,391
Fund Balance			
Beginning Fund Balance	44,695	202,784	355,757
Total Increase (Decrease) In Fund Balance	158,089	152,973	152,973
Projected Ending Fund Balance	202,784	355,757	508,730
Components of Ending Fund Balance			
Restricted	780	1,560	2,340
Committed			
Assignments:	202,004	354,197	506,390
Reserve For Economic Uncertainty			
Unassigned Balance (must be positive number)	-	-	-
% Available for Economic Uncertainty	0.00%	0.00%	0.00%

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This disclosure document is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent fiscal years. This certification page should be signed by the Superintendent and Chief Business Official at the time of public disclosure. Absence of one or both of the signatures should serve as a "red flag" to the district's Governing Board, however, it does not prevent them from taking action on the agreement.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Official of the Rocklin Unified School District (District), hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement between the District and the RTPA & Superintendents Bargaining Unit, during the term of the agreement from 07/01/2014 to 06/30/2016.

Budget Revisions

If the district does not adopt all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

<u>Current Year Budget Adjustments</u>	<u>Budget Adjustment Increase (Decrease)</u>
Revenues/Other Financing Sources	\$ 0
Expenditures/Other Financing Uses	\$ 2,235,659
Change to Ending Fund Balance	\$ (2,235,659)

Certifications (check one & sign)

I hereby certify I am unable to certify



District Superintendent
Signature

5/8/15

Date

I hereby certify I am unable to certify



Chief Business Official
Signature

5/8/15

Date

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449

CERTIFICATION OF PUBLIC DISCLOSURE

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications (current budget year and two subsequent years) of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

_____ District Superintendent (or Designee) Signature	_____ Date
Barbara L. Patterson, Deputy Supt. _____ Contact Person	916 630-2234 _____ Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on 05/20/2015, took action to approve the proposed Agreement with the RTPA & Superintendents Bargaining Unit.

_____ President (or Clerk), Governing Board Signature	_____ Date
---	----------------------

Special Note: The Placer County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Certification of District's ability to meet the costs of the collective bargaining agreement Addendum

This certification is based on information known at the time of the signing of the tentative agreement, including the 2015-16 Governor's Budget Proposal, as documented in the multi-year projection submitted with this disclosure document. Unanticipated changes in enrollment or expenditures, reductions in state/federal funding, new state or federal mandates, or subsequent legislative or regulatory actions that would alter the financial status of the district are not contemplated in this certification.

Assumptions:

The State funds the Local Control Funding Formula (LCFF) gap as provided in the 2015-16 Governor's budget proposal; and at the levels that the Department of Finance estimated in January of 32.19% in 2015-16 and 23.71% in 2016-17. COLA provided in the LCFF of 1.58% in 2015-16 and 2.17% in 2016-17 is not reduced.

The State fully funds non-LCFF programs during 2015-16 and 2016-17, and provides COLA and growth at the same level for all programs through appropriations that support rates included in the State 2014-15 Adopted Budget.

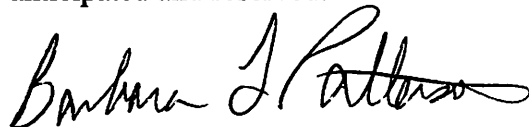
The federal categorical programs, i.e. IDEA and Title I continue to be funded at the same levels as allocated in 2014-15.

ADA for 2015-16 will not decline by more than 119 below the 2014-15 projection of 10,705, and remains flat for 2016-17.

Actual workers' compensation claims and new legislation will not result in a negative change to the 2014-15 actuarial report of SIG or a rate increase for the district in 2016-17.

The State does not increase school districts' required contribution rates to the STRS and PERS pension systems above the rates approved by the State in June 2014 for STRS and that CalPERS approved for 2013-14 and estimated in Employer Circular Letter No. 200-012-14 for 2015-16 and 2016-17, updated 4/9/15.

There are no major claims, or litigation costs imposed on the District that are not already anticipated and reserved.



Barbara L. Patterson
Deputy Superintendent, Business & Operations

May 20, 2015

Rocklin Unified School District
General Fund
Multiyear Projection
Combined

	2014-15 2nd Interim	2015-16 Projected Budget	2016-17 Projected Budget
A. TOTAL REVENUES AND FINANCING SOURCES	\$ 87,514,774	\$ 92,593,948	\$ 92,922,600
B. TOTAL EXPENDITURES & USES	(90,035,307)	(90,485,440)	(93,536,784)
C. NET INCREASE (DECREASE) IN FUND BALANCE (Deficit Spending)	(2,520,533)	2,108,508	(614,184)
D. FUND BALANCE, RESERVES			
1. Beginning Fund Balance	13,369,867	10,849,334	12,957,842
2. Ending Fund Balance	\$ 10,849,334	\$ 12,957,842	\$ 12,343,658
E. COMPONENTS OF FUND BALANCE			
1. Nonspendable	\$ 10,500	\$ 10,500	\$ 10,500
2. Restricted	2,565,734	3,646,338	4,924,170
3. Committed	565,330	589,005	612,680
4. Assigned			
a. Other assigned	2,565,687	3,854,288	2,839,768
b. Subsequent Year Deficit spending	-	-	-
c. LCFF contingency	2,441,024	2,144,504	1,147,320
d. Negotiation Settlement	-	-	-
5. Unassigned (REU)	\$ 2,701,059	\$ 2,713,207	\$ 2,809,220
REU as a % of total expenditures	3.00%	3.00%	3.00%
REU and LCFF contingency as a % of total expenditures	5.71%	5.37%	4.23%
1% Reserve	900,353	904,854	935,368
3% Reserve	2,701,059	2,714,563	2,806,104

BUDGET ASSUMPTIONS

2014-15

- 1 LCFF funding model includes a .85% cost-of-living-adjustment on the target and 29.16% gap closure. Proportionality requires an increase in supplemental services of \$552k based on 2013-14 supplemental expenditures of \$1.73M
- 2 Lottery - \$162 (\$128 unrestricted) per prior year ADA
- 3 5% salary settlement with RTPA retroactive to 7/1/14 totaling \$2.2M
- 4 Step and column salary increase for eligible employees of \$788k, net of retirement savings
- 5 Increase in STRS contribution of \$275k due to rate increase of .63%
- 6 Increase in PERS contribution of \$36k due to rate increase of .33%
- 7 Adjustment in site discretionary budgets for enrollment changes
- 8 Site allocation budgets received 15% for inflationary costs and 10% for materials to implement common core
- 9 Contribution to the Deferred Maintenance Fund of \$80/ADA less \$250k utilized from Prop 39 funding and carryover of RDA funds. Total transfer is \$379k.
- 10 Routine Restricted Maintenance Account (RRMA) contribution only covering expenses; not totaling 3% of total budgeted expenditures
- 11 Increase in contribution for special education program costs of \$489k since 13-14.
- 12 Increased utility costs by \$119k for estimated usage/cost increases
- 13 Vacancy savings of \$237k have been estimated
- 14 1x CA Common Core State Standards Implementation funds budgeted expenditures of \$2.02M
- 15 Prop 39 funding budgeted revenue of \$400k and expenditures of \$920k
- 16 Include board election costs of \$40k

Unrestricted Fund Balance is projected to decrease by \$205k and reserve for LCFF subsequent year funding is not fully funded (full reserve would be \$4.53M, actual reserve is only \$2.44M)

Rocklin Unified School District
General Fund
Multiyear Projection
Combined

2015-16

- 1 **LCFF funding model includes a 1.58% cost-of-living-adjustment on the target and 32.19% gap closure. Proportionality requires an increase in supplemental services of \$431k. Based on prior year ADA - decrease of 158 ADA**
- 2 Lottery - \$162 (\$128 unrestricted) per prior year ADA
- 3 113 decline in enrollment based on 1/2015 projections (excludes RICA)
- 4 1.98% salary settlement with RTPA totaling \$930k (1% on salary schedule; .98% cost for adding Column VI to salary schedule)
- 5 No increase in employee compensation other than step and column costs (see 8 below) have been budgeted
- 6 Decrease of 6 FTE due to declining enrollment
- 7 Increase for growth for special education students - 1 SDC class (1 FTE teacher, .2 FTE OT, .2 FTE psychologist, .2 FTE speech pathologist, 1.5 FTE IA
- 8 Increase for growth for special education students - .5 FTE Adaptive P.E. teacher
- 9 Increase for step/column costs for eligible employees of approx. \$845k, net of retirement savings
- 10 Increase in PERS contribution of \$31k due to rate increase of .093%
- 11 Increase in STRS contribution of \$901k due to rate increase of .93%
- 12 Increase in Workers' Compensation premiums of \$35k due to rate increase of .06%
- 13 Exclude board election costs of \$40k
- 14 Increase in fuel and material costs
- 15 Eliminate one time expenditures and revenues
- 16 Contribution to the Deferred Maintenance Fund of \$80/ADA less \$200k utilized from Prop 39 funding and carryover of RDA funds. Total transfer is \$516k.
- 17 RRMA contribution increases \$1.1M to meet 3% set aside requirement:
- 18 Increase in contribution for program costs of \$100k
- 19 Increase utility costs by 1% for estimated rate increases, offset by end of contract with Enerpower
- 20 Prop 39 funding of \$470k and expenditures budgeted \$470k
- 21 Increase of \$468k for new textbooks adoption for math K-5 and 10th grade
- 22 Increase of \$1.9M in one-time funding based on Governor's budget proposal
- 23

Unrestricted Fund Balance is projected to increase by \$1 M (based on current assumptions, including the funding assumption of Gov's Adopted Budget for 2015-16) and reserve for LCFF subsequent year funding is not fully funded (full reserve would be \$2.29M, actual reserve is only \$2.14M).

2016-17

- 1 **LCFF funding model includes a 2.17% cost-of-living-adjustment on the target and 23.71% gap closure. Proportionality requires an increase in supplemental services of \$220k. Based on prior year ADA - decrease of 119 ADA**
- 2 Lottery - \$162 (\$128 unrestricted) per prior year ADA
- 3 0 growth K-12 enrollment
- 4 No increase in employee compensation other than step and column costs (see 5 below) have been budgeted
- 5 Increase for step/column costs for eligible employees of approx. \$862k, net of retirement savings
- 6 Increase in PERS contribution of \$286k due to estimated rate increase of 2%
- 7 Increase in STRS contribution of \$921k due to rate increase of 1.85%
- 8 Include board election costs of \$40k
- 9 Increase in fuel and material costs
- 10 Eliminate one time expenditures and revenues
- 11 Contribution to the Deferred Maintenance Fund of \$80/ADA less \$200k utilized from Prop 39 funding and carryover of RDA funds. Total transfer is \$516k.
- 12 RRMA contribution increases \$37k to meet 3% set aside requirement
- 13 Increase in contribution for program costs of \$100k
- 14 Increase utility costs by 1% for estimated rate increases, offset by end of contract with Cenergistic
- 15 Prop 39 funding of \$470k and expenditures budgeted \$470k
- 16 State revenues are based on Department of Finance projections that the 12/31/16 expiration of the Proposition 30 state sales tax will have no negative impact on funding for K-12 education.
- 17 Increase of \$921k for new textbooks adoption for 11th grade math and K12 ELA
- 18

Unrestricted Fund Balance is projected to decrease by \$1.89M (based on current assumptions, including the funding assumption of Gov's Adopted Budget for 2015-16) and reserve for LCFF subsequent year funding is not fully funded (full reserve would be \$3.16M, actual reserve is only \$1.15M).

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Rocklin Teachers Professional Association (RTPA) Tentative Agreement and Revised Salary Schedules

DEPARTMENT: Office of the Assistant Superintendent – Human Resources

Background:

On September 14, 2014, the District began negotiations on salary and health benefits with RTPA. A total of twelve Negotiation meetings were held. As a result, the District and RTPA have reached and finalized a two-year Tentative Agreement (TA) on salary and health benefits.

Status:

On April 21, 2015, a tentative Salary and Health Benefit agreement for the 2014-15 and 2015-16 school years was reached between the District and RTPA for the following:

2014-15

- Effective July 1, 2014, increase to all 2014-15 RTPA Certificated Salary and Stipends Schedules by 5% (Attachments 1a and 1b).

2015-16

- Effective July 1, 2015, increase to all 2015-16 RTPA Certificated Salary and Stipends Schedules by 1%.
- Effective July 1, 2015, implement an additional column (Class VI, BA+75) to the Certificated Salary Schedule. The percentage increase between Class V and Class VI will be 1.75% (Attachment 2).
 - Grandfather RTPA members on steps 18-25 as of July 1, 2015 in Class V to the new Class VI.
 - RTPA members at Step 1 – 17 as of July 1, 2015, need to turn in transcripts in order to move from Class V to Class VI consistent with the timeline set forth in Article XVIII, section 5(c).

Please see attached Tentative Agreement.

The parties agree this agreement concludes bargaining for the 2014-15 school year. All applicable Salary Schedules have been revised to reflect the changes outlined above.

On May 5, RTPA reported that their members had ratified the Tentative Agreement.

Presenter:

Colleen Slattery, Assistant Superintendent of Human Resources

Financial Impact:

Current year: See Public Disclosure Document AB 1200

Future years: See Public Disclosure Document AB 1200

Funding source: General Fund

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:

Rocklin Teachers Professional Association 2014-15 and 2015-16 Tentative Agreement and Salary Schedules

Recommendation:

Staff recommends approval of the Rocklin Teachers Professional Association 2014-15 and 2015-16 Tentative Agreement (TA) and revised Salary Schedules.

**TENTATIVE AGREEMENT
BETWEEN
ROCKLIN UNIFIED SCHOOL DISTRICT
AND
ROCKLIN TEACHERS PROFESSIONAL ASSOCIATION**

Rocklin Unified School District and Rocklin Teachers Professional Association, hereby agree to the following changes to the current RTPA Collective Bargaining Agreement.

ARTICLE XVIII-WAGES

1. 2014-15

- a. Effective July 1, 2014, increase to all 2014-15 RTPA Certificated Salary and Stipends Schedules by 5% (Attachments 1a and 1b).

2. 2015-16

- a. Effective July 1, 2015, increase to all 2015-16 RTPA Certificated Salary and Stipends Schedules by 1%.
- b. Effective July 1, 2015, implement an additional column (Class VI, BA+75) to the Certificated Salary Schedule. The percentage increase between Class V and Class VI will be 1.75% (Attachment 2).
 - i. Grandfather RTPA members on steps 18-25 as of July 1, 2015 in Class V to the new Class VI.
 - ii. RTPA members at Step 1 – 17 as of July 1, 2015, need to turn in transcripts in order to move from Class V to Class VI consistent with the timeline set forth in Article XVIII, section 5(c).
- c. If as of September 1, 2015, the enacted 2015-16 State Budget LCFF gap increase is more than 32.19%, 68% of all new LCFF base dollars will be used to increase the percentage increase from Class V to Class VI from 1.75 % up to 3.5% effective July 1, 2015 (at a rate of 0.22 salary schedule equivalency for every 1% in LCFF gap increase). For increases to Class VI greater than 1.75%, the increase will be applicable retroactively but paid prospectively on the same schedule as other employees moving columns.
 - i. If the LCFF gap increase is greater than 38.05%, RTPA will receive 68% of all new LCFF base dollars which will automatically be applied to the annual cap on health benefits rounded to the nearest dollar prospectively using the same formula as utilized in 2c above.
- d. Effective July 1, 2015, increase the 2015-16 Psychologist Salary Schedule by an additional 0.98% (Attachment 3). Should the enacted 2015-16 State Budget provide for a LCFF gap increase of more than 32.19%, the Psychologist Salary Schedule will be increased up to 1.96% at the same rate as the increase provided for in 2.c.
- e. By December 1, 2015, the District and RTPA will meet to review the implementation of Class VI. If more than 53% of RTPA members move to Class VI, thereby increasing the cost of the implementation, the additional cost will be considered a credit against any compensation increase given in 2016-17. If fewer than 53% of RTPA members move to Class VI, the following will occur:
 - i. If the percentage increase from Class V to Class VI is already at 3.5%, the savings will be applied to any increase in compensation in 2016-17.
 - ii. If the percentage increase from Class V to Class VI is not yet at 3.5%, the savings will be automatically applied to this percentage prospectively.

For employees on Class V, Steps 1 – 17 who submit units not previously pre-approved, approval shall be based on parameters established by a joint employer-employee committee (2 RTPA representatives, 2 District representatives) prior to September 1, 2015. Unit members wishing to appeal a decision by the District to disapprove units may have the matter heard by a mediator who will work to facilitate an agreement between the Association and the District.

f. This agreement does not waive the uniform salary schedule rules provided for in Education Code Section 45028, except as specified within.

3. 2016-17

If the increase moving from Class V to Class VI is not increased by 3.5% during the 2015-16 year, 68% of first LCFF base dollars in 2016-17 will be applied to Class VI until the increase from Class V to Class VI reaches 3.5%.

ARTICLE IX – LEAVES

The District's proposal on Article IX – Leaves, made on February 10, 2015, is their current offer (Attachment 4).

ARTICLE X – CLASS SIZE

The District's proposal on Article X – Class Size, made on February 10, 2015, is their current offer (Attachment 4) with the addition of the following:

1. A joint employer-employee committee, made up of at least 4, but not more than 6, RTPA representatives and an equal number of District representatives.
2. The committee will convene no later than October 1, 2015 and will meet at least three times during the school day to review the District's current and past practices/policies surrounding special education services and their impact on the general education program, as well as to review any data, reports, and/or recommendations made by WestEd in this regard.
3. The committee will make recommendations to the District and RTPA bargaining teams for consideration during 2016-17 negotiations.

During the 2015-16 school year, the District and Association will work independently to review and identify language that is outdated. The parties will exchange lists based on their review and by mutual agreement will make modifications.

This agreement concludes bargaining for the 2014-15 and 2015-16 school years and extends all other terms and conditions through June 30, 2016. For the 2016-17 school year, the parties agree to automatically reopen on Article XVIII – Wages, and Article XVI – Health, Welfare, and Retirement Benefits. Additionally, each party may reopen two additional articles.

ROCKLIN TEACHERS PROFESSIONAL
ASSOCIATION

By: Barbara Scott
RTPA President

By: Colleen Crowe
RTPA Bargaining Chair

ROCKLIN UNIFIED SCHOOL DISTRICT

By: [Signature]
Superintendent

By: Colleen Lott 4-21-15
Assistant Superintendent of Human Resources

Rocklin USD
Proposed Salary Schedule
2014-15

Attachment 1a

Step	BA Class I	BA + 15 Class II	BA + 30 Class III	BA + 45 Class IV	BA + 60 Class V
1	44,805	45,135	45,466	45,794	46,125
2	45,466	45,794	46,125	46,454	48,760
3	46,125	46,454	46,785	48,760	51,395
4	46,785	47,112	50,739	53,134	55,528
5	47,939	50,336	52,732	55,127	57,526
6	47,939	52,334	54,732	57,126	59,523
7	47,939	54,331	56,732	59,124	61,520
8	47,939	56,328	58,723	61,122	63,520
9	47,939	58,331	60,723	63,118	65,517
10	47,939	60,323	62,720	65,116	67,516
11	47,939	60,323	64,718	67,111	69,513
12	47,939	60,323	64,718	69,112	71,506
13	47,939	60,323	64,718	70,771	74,526
14	47,939	60,323	64,718	70,771	74,526
15	47,939	60,323	64,718	70,771	74,526
16	47,939	60,323	64,718	72,480	77,751
17	47,939	60,323	64,718	72,480	77,751
18	47,939	60,323	64,718	72,480	77,751
19	47,939	60,323	64,718	75,118	80,388
20	47,939	60,323	64,718	75,118	80,388
21	47,939	60,323	64,718	75,118	80,388
22	47,939	60,323	64,718	75,118	84,341
23	47,939	60,323	64,718	75,118	84,341
24	47,939	60,323	64,718	75,118	84,341
25	47,939	60,323	64,718	75,118	88,295

Inclusive of 5% for 2014-15

Rocklin USD
Proposed Salary Schedule
2014-15

Attachment 16

Step	Level
1	56,963
2	59,168
3	61,377
4	63,584
5	65,791
6	68,001
7	70,209
8	72,415
9	74,627
10	76,831
11	79,038
12	81,246
13	81,246
14	81,246
15	81,246
16	84,341
17	84,341
18	84,341
19	86,977
20	86,977
21	86,977
22	89,613
23	89,613
24	89,613
25	92,248

Inclusive of 5% for 2014-15

Rocklin USD
Proposed Salary Schedule
2015-16

Attachment 2

Step	BA Class I	BA + 15 Class II	BA + 30 Class III	BA + 45 Class IV	BA + 60 Class V	BA + 75 Class VI
1	45,253	45,587	45,921	46,252	46,587	47,402
2	45,921	46,252	46,587	46,919	49,247	50,109
3	46,587	46,919	47,253	49,247	51,909	52,818
4	47,253	47,584	51,247	53,666	56,083	57,065
5	48,418	50,839	53,259	55,678	58,102	59,118
6	48,418	52,857	55,280	57,698	60,119	61,171
7	48,418	54,875	57,299	59,716	62,135	63,222
8	48,418	56,892	59,311	61,733	64,155	65,278
9	48,418	58,914	61,330	63,749	66,172	67,330
10	48,418	60,926	63,347	65,767	68,191	69,385
11	48,418	60,926	65,365	67,782	70,208	71,437
12	48,418	60,926	65,365	69,803	72,221	73,485
13	48,418	60,926	65,365	71,479	75,271	76,588
14	48,418	60,926	65,365	71,479	75,271	76,588
15	48,418	60,926	65,365	71,479	75,271	76,588
16	48,418	60,926	65,365	73,205	78,529	79,903
17	48,418	60,926	65,365	73,205	78,529	79,903
18	48,418	60,926	65,365	73,205	78,529	79,903
19	48,418	60,926	65,365	75,869	81,192	82,613
20	48,418	60,926	65,365	75,869	81,192	82,613
21	48,418	60,926	65,365	75,869	81,192	82,613
22	48,418	60,926	65,365	75,869	85,185	86,675
23	48,418	60,926	65,365	75,869	85,185	86,675
24	48,418	60,926	65,365	75,869	85,185	86,675
25	48,418	60,926	65,365	75,869	89,177	90,738

Inclusive of 1% for 2015-16 plus Class VI 1.75% greater than Class V

Rocklin USD
Proposed Salary Schedule
2015-16

Attachment 3

Step	Level
1	58,096
2	60,345
3	62,598
4	64,849
5	67,100
6	69,354
7	71,606
8	73,856
9	76,112
10	78,359
11	80,610
12	82,862
13	82,862
14	82,862
15	82,862
16	86,019
17	86,019
18	86,019
19	88,707
20	88,707
21	88,707
22	91,396
23	91,396
24	91,396
25	94,083

Inclusive of 1.98% for 2015-16

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

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

Attachment 4



Roger Stock, Superintendent
Deborah Sigman, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

February 10, 2015

The Rocklin Unified School District (District) proposes the following changes to Article IX:

- A. 1. The benefits provided employees by Sections 44962 through 44985 and 44800 and 44801 of the Education Code are incorporated into this Agreement except as supplemented in this Article and any other relevant state laws related to paid and unpaid leaves of absence.

7. Bereavement Leave

In the event of a death in the employee's immediate family, three days paid leave shall be granted, or five days paid leave if out-of-state travel is required, or if travel one way for more than three hundred miles is required. Distance shall be established by miles traveled one way on the main road between the points of origin of trip and destination. These bereavement days, whether three or five days; must be used within a three week window commencing on the first day of leave. If more days are needed, personal necessity days must be used to the extent they are available to the employee. For purposes of bereavement leave, "immediate family" "employee's family" means mother, step-mother, father, step-father, grandmother, grandfather, or a grandchild of the employee or of the spouse/domestic partner of the employee, and the spouse/domestic partner, son, step-son, son-in-law, daughter, step-daughter, daughter-in-law, brother/step-brother, or sister/step-sister of the employee, or any relative living in the immediate household of the employee. (Ed. Code 44985)

8. Personal Necessity Leave

Sick leave credited under this Article may be used at the employee's election, for purposes of personal necessity, provided that use of sick leave does not exceed seven days in any school year. ~~Subject to the restrictions described in (e), below, two of the seven Personal Necessity Days with pay may be used for reasons deemed personally compelling by the employee.~~ For purposes of personal necessity leave and leave without pay, "employee's family" "immediate family" means employee's spouse, mother, step-mother, father, step-father, guardian, child, stepchild, grandmother, grandfather, grandparent, grandchild, or a grandchild of the employee or of the spouse of the employee, and the spouse, son, step-son, son-in-law, daughter, step-daughter, daughter-in-law, brother, step-brother, or sister, step-sister, cousin, niece, nephew, aunt or uncle (all of the above of the employee or of the employee's spouse) of the employee, or any relative living in the immediate household of the employee.

(a) Personal Necessity Leave Without Prior Notification

- 1) Death or illness of a member of the employee's immediate family;
- 2) Accident involving the employee's person or property, or the person or property of a member of the employee's immediate family.
- 3) Unavoidable transportation delay of an employee or immediate family member;

- 4) Emergency child care problems.

Immediate telephone notification is required in lieu of prior notification.

(b) Personal Necessity Leave With Prior Notification

- 1) Legal or financial matters which can only be accomplished during school hours;
- 2) Marriage of the employee or immediate family member;
- 3) Attendance at graduation, special awards ceremony, conferences or counseling appointments for the employee or immediate family member which can only be accomplished during school hours;
- 4) Participation in college graduation ceremonies of the employee or immediate family member;
- 5) Attendance at the funeral of a an immediate family member;
- 6) Taking examinations which are not available outside of school hours and are related directly to the educational field;
- 7) School board member attendance at conferences (employee only);
- 8) Religious holidays (employee only).
- 9) Time taken off from work by an employee to take a member of his/her immediate family, except a child as specified under sick leave in this article, to a medical appointment when such appointments cannot be made outside of work hours.

~~Permission must be obtained forty eight hours in advance from his/her immediate supervisor.~~

- (c) The Superintendent or designee has the right to require employee verification of the use of personal necessity leave per Education Code Section 44981. Under all circumstances, an employee shall verify in writing that sick leave for personal necessity was not used for vacation, recreation, seeking or engaging in other employment, to extend a holiday or for concerted activities against the District. (See Appendix "G")

(d) Discretionary Days

Three of the seven Personal Necessity Days with pay may be used at the discretion of the employee, subject to the following:

- 1) These days shall not be taken on staff development days, seeking or engaging in other employment, to extend a holiday, first or last student contact days of the year or for concerted activities against the District.

- 2) ~~No more than the following numbers of teachers shall take Discretionary Days on a given day:~~

<u>School Site Teacher</u>	<u>Maximum # of</u>
<u>Population</u>	<u>Teachers/Site</u>

<u>35 or less</u>	<u>2</u>
<u>36-65</u>	<u>3</u>
<u>66+</u>	<u>4</u>

e) Permission must be obtained forty-eight hours in advance from his/her immediate supervisor.

9. Leave Without Pay

- (a) Funeral of non-immediate family member
- (b) Wedding of non-immediate family member.
- (c) Graduation of non-immediate family member

Approval must be given by the immediate supervisor at least forty-eight hours in advance providing that substitutes are available.

B. The Rocklin Unified School District (District) proposes the following changes to Article X:

CLASS SIZE

The District, recognizing the problems of a rapidly growing school district, will attempt to maintain average class size of twenty-five (25) to thirty (30), which is appropriate to a good learning environment.

In the event that redirection or other District options are not feasible, an elementary (4, 5, and 6 grades) class that reaches thirty-three (33) (inclusive of SDC□) students will be provided, on a temporary basis, two (2) additional hours of instructional aide time per day. When class sizes reach thirty-six (36), an additional forty-five minutes of instructional aide time per day will be provided, not to exceed three (3) hours, forty-five (45) minutes per aide per day. (This does not include categorically funded aide time.)

Staffing ratios, as established and maintained by the District, will be used to regulate and trigger new classes/sections and the hiring of new employees at all levels.

1. For purposes of this article, SDC students that are accompanied by an instructional aide or nurse, or are not mainstreamed during instructional time in the general education class (for example, are only mainstreamed during recess, lunch, P.E., VAPA, etc) will not be counted for determining class size

**ROCKLIN UNIFIED SCHOOL DISTRICT
Certificated Salary Schedule**

STEP	Emergency /Intern	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V
1	38,217	44,805	45,135	45,466	45,794	46,125
2	40,195	45,466	45,794	46,125	46,454	48,760
3	42,171	46,125	46,454	46,785	48,760	51,395
4		46,785	47,112	50,739	53,134	55,528
5		47,939	50,336	52,732	55,127	57,526
6			52,334	54,732	57,126	59,523
7			54,331	56,732	59,124	61,520
8			56,328	58,723	61,122	63,520
9			58,331	60,723	63,118	65,517
10			60,323	62,720	65,116	67,516
11				64,718	67,111	69,513
12					69,112	71,506
*13					70,771	74,526
16					72,480	77,751
19					75,118	80,388
22						84,341
25						88,295

Emergency/

Intern Emergency/Intern credential or permit

CLASS I BA or BS degree

CLASS II BA or BS degree plus fifteen (15) graduate units

CLASS III BA or BS degree plus thirty (30) graduate units

CLASS IV BA or BS degree plus forty-five (45) graduate units completed or MA or MS degree

CLASS V BA or BS degree plus sixty (60) graduate units or a MA or MS plus fifteen (15) graduate units

* Maximum entry level for out-of-district experience

** A year of service is 75% of the number of full-time teacher work days in the Rocklin Unified School District in any school year, excluding leaves of absence.

\$943 - Stipend for MA or MS or \$1,377 for Ph.D./Ed.D.

Adopted: October 15, 2008; Effective January 1, 2009

Revised: May 29, 2009; Effective: July 1, 2009 (reduced to 182 work days)

Revised: May 4, 2011; Effective July 1, 2011 (updated period for new academic year use)

Revised: August 3, 2011; Effective July 1, 2011 (Changed to 184 work days)

Revised: September 21, 2011; Effective July 1, 2011 (Changed to 186 work days)

Revised: April 23, 2014 reflects 4% increase on steps/stipends for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 on steps retro to July 1, 2014

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Appendix "E"

ROCKLIN UNIFIED SCHOOL DISTRICT
Extra-Compensation Pay Schedule
CURRICULUM CONTENT SPECIALIST, CONTENT LIAISONS, AND LEADERS

District Wide Elementary (K-6)

Curriculum-Content Specialist Supervision Areas

Total budget of \$10,000.00 for fiscal year to pay hourly rate as determined by Director of Curriculum.

Secondary (7-12) Curriculum Leader Stipend Schedule

(Based on periods of supervision; includes curriculum leader's own classes)

Secondary (7-12) Curriculum Leader Supervision Areas	
High School	Middle School
1. Foreign Language	1. Language Arts
2. Language Arts	2. Math
3. Math	3. Physical Education
4. Physical Education	4. Selectives
5. Science	5. Science
6. Social Studies	6. Social Studies
7. Special Education/Support Services	7. Special Education/Support Services
8. Counseling	
9. Technology	
10. Health/Consumer Ed.	
11. Media/Communications	
12. Visual and Performing Arts	

Number of Sections

1-13	\$728
14-26	\$1,454
27-39	\$2,180
40-54	\$2,909
55 and over	\$3,635

Adopted: November 5, 2008; effective July 1, 2008 thru June 30, 2009

Revised: No revision for 2009-10

Revised: Effective July 1, 2010 K-6 Extra Comp. Pay suspended per Board Approval; noted annual budget

Revised: Effective July 1, 2010 K-12 Health & Nursing Stipend suspended per Board approval

Revised: July 21, 2011; Effective July 1, 2011-June 30, 2012 (change of period)

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014

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Appendix "E"

ROCKLIN UNIFIED SCHOOL DISTRICT Extra-Compensation Pay Schedule - HIGH SCHOOL

Other Assignments

<u>Assignment</u>	<u>1-2 Years</u>	<u>3-5 Years</u>	<u>6+Years</u>
Band Director	\$3,677	\$3,984	\$4,290
Symphonic, Orchestra, Jazz (concert[s], competition[s], school performance, community, pep)			
Choir Director	\$3,371	\$3,677	\$3,984
Music (concert[s], competition[s], school performance, community activities)			
Marching Band	\$1,840	\$2,171	\$2,453
Mock Trial	\$1,531	\$1,796	\$2,147
Academic Decathlon	\$1,531	\$1,796	\$2,147
Debate	\$1,531	\$1,796	\$2,147
Link Coordinator	\$1,531	\$1,796	\$2,147
VICA Advisor	\$1,531	\$1,796	\$2,147
Drama Director (each production/2 maximum)	\$1,531	\$1,796	\$2,147
Dramatic Musical Production (1 max)			
Musical Drama Director	\$1,531	\$1,796	\$2,147
Musical Choral Director	\$1,224	\$1,531	\$1,840
Musical Orchestra Director	\$1,224	\$1,531	\$1,840
Musical Choreographer	\$1,224	\$1,531	\$1,840
Dance Director	\$2,147	\$2,453	\$2,759
Yearbook	\$2,147	\$2,453	\$2,759
Newspaper	\$2,147	\$2,453	\$2,759
Student Activities	\$3,984	\$4,290	\$4,596
Athletic Director	\$3,984	\$4,290	\$4,596
Drill Team Director			
Fall	\$2,147	\$2,453	\$2,759
Winter	\$2,147	\$2,453	\$2,759
Intramural Director	\$1,840	\$2,147	\$2,336
Cheerleading			
Fall Varsity	\$2,297	\$2,605	\$2,912
Fall Junior Varsity	\$2,147	\$2,453	\$2,759
Fall Freshman	\$2,147	\$2,453	\$2,759
Winter Varsity	\$2,297	\$2,605	\$2,912
Winter Junior Varsity	\$2,147	\$2,453	\$2,759
Winter Freshman	\$2,147	\$2,453	\$2,759
ROTC Director	\$2,529	\$2,835	\$3,141
ROTC Assistant	\$2,147	\$2,453	\$2,759
Academic stipends	\$3,065		
to be determined by high school site administrator for academic competitions (e.g. Science Olympiad).			

Adopted: November 5, 2008; effective July 1, 2008 thru June 30, 2009

Revised: No revision for 2009-10

Revised: No revision for 2010-11; However, the Board has suspended some stipends for the 2010-11 academic year which vary by school. Contact Human Resources for additional detailed information.

Revised: January 19, 2011: Effective July 1, 2010

Revised: June 27, 2011

Revised: July 20, 2011

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014

**ROCKLIN UNIFIED SCHOOL DISTRICT
Extra-Compensation Pay Schedule - HIGH SCHOOL**

Appendix "E"

Athletics

1. The positions and stipends listed below shall be appropriated only if the district authorizes the position(s) to be filled. All assignments shall be for one year only and renewed at the discretion of the site principal and/or district office on an annual basis.
2. The district reserves the right to determine the number of personnel and positions necessary for the safe and/or efficient operation of the extra-curricular program.
3. Pursuant Article XVIII, Section 1 and 6 of this agreement, the same "percentage" will be added to all Extra Compensation Pay salary schedules schedule shall apply to the entire extra compensation schedule.
4. Coaches and/or extra duty personnel (7-12) who switch supervision from one "like" activity to another shall retain years of service for purposes of placement on the compensation schedule (e.g. J.V. Football Coach 2 years to Varsity Baseball Coach Year 3).
 - a. Coaches and/or extra duty personnel new to Rocklin may be granted up to two years experience by providing verification from their previous school showing that they were employed in a "like" paid position.
5. All athletic seasons begin on the first day that the California Interscholastic Federation (CIF) and/or the league allows practice to begin or the day practice actually begins with district approval.
6. Athletic coaches who must coach in league or CIF required post-season playoffs shall receive:
 - a. Football, soccer, basketball, baseball, softball, and volleyball: \$146 for each week of additional service required.
 - b. Track: \$146 per week for the first two weeks of required additional service, and \$72 for additional weeks.
 - c. All other sports listed above: \$72 for each additional week required.

	<u>1-2 year</u>	<u>3-5 years</u>	<u>6+years</u>
<u>Head Coach (Varsity)</u>			
Football	\$3,984	\$4,290	\$4,596
Basketball (men/women)	\$3,677	\$3,984	\$4,290
Baseball/Softball	\$3,677	\$3,984	\$4,290
Wrestling	\$3,677	\$3,984	\$4,290
Track (men/women)	\$3,677	\$3,984	\$4,290
Volleyball (men/women)	\$3,677	\$3,984	\$4,290
Soccer (men/women)	\$3,677	\$3,984	\$4,290
Cross Country (co-ed)	\$3,371	\$3,677	\$3,984
Swimming (men/women)	\$3,371	\$3,677	\$3,984
Water Polo (men/women)	\$3,371	\$3,677	\$3,984
Tennis (men/women)	\$3,065	\$3,371	\$3,677
Golf (men/women)	\$3,065	\$3,371	\$3,677
<u>Assistant Coach (Varsity)</u>			
Varsity Football (4)	\$2,912	\$3,218	\$3,526
Cross Country (1)	\$1,994	\$2,297	\$2,605
Track (2)	\$2,605	\$2,912	\$3,218
<u>Head Coach (Junior Varsity)</u>			
Football	\$3,065	\$3,371	\$3,677
Basketball (men/women)	\$2,759	\$3,065	\$3,371
Baseball/Softball	\$2,759	\$3,065	\$3,371
Wrestling	\$2,759	\$3,065	\$3,371
Volleyball (men/women)	\$2,759	\$3,065	\$3,371
Soccer (men/women)	\$2,759	\$3,065	\$3,371
Water Polo (men/women)	\$2,453	\$2,759	\$3,065
Swimming (men/women)	\$2,605	\$2,912	\$3,218
Golf (men)	\$2,297	\$2,605	\$2,912
<u>Assistant Coach (Junior Varsity)</u>			
Football (2)	\$2,297	\$2,605	\$2,912
<u>Head Coach (Freshman)</u>			
Football	\$2,297	\$2,773	\$3,065
Basketball (men/women)	\$1,994	\$2,297	\$2,605
Baseball	\$1,994	\$2,297	\$2,605
Volleyball (women)	\$2,649	\$2,953	\$3,259
<u>Assistant Coach (Freshman)</u>			
Football(2)	\$1,994	\$2,297	\$2,605
<u>Athletic Trainer (1 per season)</u>			
Athletic Medical Technician (\$618 Extra if A.T.C. license)	\$1,994	\$2,297	\$2,605

Adopted: November 5, 2008; effective July 1, 2008 thru June 30, 2009

Revised: No revision for 2009-10

Revised: No revision for 2010-11; However, the Board has suspended some stipends for the 2010-11 academic year which vary by school. Contact Human Resources for additional detailed information.

Adopted: January 19, 2011; Effective July 1, 2010

Revised: June 14, 2011

Adopted: July 20, 2011

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014

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Appendix "E"

ROCKLIN UNIFIED SCHOOL DISTRICT Extra Compensation Pay Schedule - ELEMENTARY/MIDDLE SCHOOL

<u>Position</u>	<u>Grade</u>	<u>Athletics</u>		
		<u>1-2 Years</u>	<u>3-5 Years</u>	<u>6+ Years</u>
Cross Country(co-ed)	8	\$1,687	\$1,994	\$2,297
	7			
Football	8	\$1,687	\$1,994	\$2,297
	7			
Basketball (men/women)	8	\$1,687	\$1,994	\$2,297
(men/women)	7			
Volleyball (men/women)	8	\$1,687	\$1,994	\$2,297
(men/women)	7			
Wrestling	8	\$1,687	\$1,994	\$2,297
	7			
Softball	8	\$1,687	\$1,994	\$2,297
	7			
Track (coed)	8	\$1,687	\$1,994	\$2,297
	7			
Discretionary Coaches (2)	7	\$1,687	\$1,994	\$2,297
Athletic Director		\$2,147	\$2,453	\$2,759
Activities Director		\$1,840	\$2,147	\$2,453

Other Assignments - Middle

Music	\$2,683
(concerts, competitions, school performance, community activities)	
Cheerleading (fall/winter) (1 max)	\$1,840
Drama	\$1,531
Yearbook	\$1,840
Academic stipends	\$6,590 per site
(to be determined by site administration for academic competitions and/or enrichment activities (e.g. speech,debate, dance, and Math Counts)	

Other Assignments - Elementary

Music	\$1,916
(concerts, competitions, school, performance, community activities)	
Academic stipends	\$3,064 per site
(to be determined by site administration for academic competitions and/or enrichment activities)	

- Revised: November 5, 2008; Effective July 1, 2008 thru June 30, 2009
- Revised: No revision for 2009-10
- Revised: No revision for 2010-11; However, the Board has suspended some stipends for the 2010-11 academic year which vary by school. Contact Human Resources for additional detailed information.
- Revised: January 19, 2011: Effective July 1, 2010
- Revised: June 14, 2011
- Revised: July 20, 2011
- Revised: April 23, 2014 reflects 4% increase for 2013-14
- Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014

DRAFT**ROCKLIN UNIFIED SCHOOL DISTRICT****Psychologist Salary Schedule**

(Based on a 192-day Work Year)

<u>Step</u>	<u>Level</u>
1	56,963
2	59,168
3	61,377
4	63,584
5	65,791
6	68,001
7	70,209
8	72,415
9	74,627
10	76,831
11	79,038
*12	81,246
16	84,341
19	86,977
22	89,613
25	92,248

*Maximum entry level for out-of-district experience

\$943 - Stipend for MA or MS or \$1,377 for Ph.D/Ed.D.

Adopted: October 15, 2008; Effective January 1, 2009

Revised: May 29, 2009; Effective July 1, 2009 (reduced to 188 work day)

Revised: May 4, 2011; Effective July 1, 2011 (updated period for new academic year use)

Revised: August 3, 2011; Effective July 1, 2011

Revised: September 21, 2011; Effective July 1, 2011

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflect 5% increase retro to July 1, 2014

**ROCKLIN UNIFIED SCHOOL DISTRICT
Certificated Salary Schedule**

STEP	Emergency /Intern	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI
1	38,599	45,253	45,586	45,921	46,252	46,586	47,401
2	40,597	45,921	46,252	46,586	46,919	49,248	50,110
3	42,593	46,586	46,919	47,253	49,248	51,909	52,817
4		47,253	47,583	51,246	53,665	56,083	57,064
5		48,418	50,839	53,259	55,678	58,101	59,118
6			52,857	55,279	57,697	60,118	61,170
7			54,874	57,299	59,715	62,135	63,222
8			56,891	59,310	61,733	64,155	65,278
9			58,914	61,330	63,749	66,172	67,330
10			60,926	63,347	65,767	68,191	69,384
11				65,365	67,782	70,208	71,437
12					69,803	72,221	73,485
*13					71,479	75,271	76,588
16					73,205	78,529	79,903
19					75,869	81,192	82,613
22						85,184	86,675
25						89,178	90,739

Emergency/

Intern Emergency/Intern credential or permit

CLASS I BA or BS degree

CLASS II BA or BS degree plus fifteen (15) graduate units

CLASS III BA or BS degree plus thirty (30) graduate units

CLASS IV BA or BS degree plus forty-five (45) graduate units completed or MA or MS degree

CLASS V BA or BS degree plus sixty (60) graduate units or a MA or MS plus fifteen (15) graduate units

CLASS VI BA or BS degree plus seventy-five (75) graduate units or a MS or MS plus thirty (30) graduate units

* Maximum entry level for out-of-district experience

** A year of service is 75% of the number of full-time teacher work days in the Rocklin Unified School District in any school year, excluding leaves of absence.

\$952 - Stipend for MA or MS or \$1,390 for Ph.D./Ed.D.

Adopted: October 15, 2008; Effective January 1, 2009

Revised: May 29, 2009; Effective: July 1, 2009 (reduced to 182 work days)

Revised: May 4, 2011; Effective July 1, 2011 (updated period for new academic year use)

Revised: August 3, 2011; Effective July 1, 2011 (Changed to 184 work days)

Revised: September 21, 2011; Effective July 1, 2011 (Changed to 186 work days)

Revised: April 23, 2014 reflects 4% increase on steps/stipends for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 on steps retro to July 1, 2014

Revised: May 20, 2015 reflects 1% increase for 2015-16 on steps/stipends plus new column VI effective July 1, 2015

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Appendix "E"

**ROCKLIN UNIFIED SCHOOL DISTRICT
Extra-Compensation Pay Schedule
CURRICULUM CONTENT SPECIALIST, CONTENT LIAISONS, AND LEADERS**

District Wide Elementary (K-6)

Curriculum-Content Specialist Supervision Areas

Total budget of \$10,000.00 for fiscal year to pay hourly rate as determined by Director of Curriculum.

Secondary (7-12) Curriculum Leader Stipend Schedule

(Based on periods of supervision; includes curriculum leader's own classes)

Secondary (7-12) Curriculum Leader Supervision Areas	
High School	Middle School
1. Foreign Language	1. Language Arts
2. Language Arts	2. Math
3. Math	3. Physical Education
4. Physical Education	4. Selectives
5. Science	5. Science
6. Social Studies	6. Social Studies
7. Special Education/Support Services	7. Special Education/Support Services
8. Counseling	
9. Technology	
10. Health/Consumer Ed.	
11. Media/Communications	
12. Visual and Performing Arts	

Number of Sections

1-13	\$742
14-26	\$1,483
27-39	\$2,223
40-54	\$2,967
55 and over	\$3,707

Adopted: November 5, 2008; effective July 1, 2008 thru June 30, 2009

Revised: No revision for 2009-10

Revised: Effective July 1, 2010 K-6 Extra Comp. Pay suspended per Board Approval; noted annual budget

Revised: Effective July 1, 2010 K-12 Health & Nursing Stipend suspended per Board approval

Revised: July 21, 2011; Effective July 1, 2011-June 30, 2012 (change of period)

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014

Revised: May 20, 2015 reflects 1% increase for 2015-15 effective July 1, 2015

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Appendix "E"

ROCKLIN UNIFIED SCHOOL DISTRICT Extra-Compensation Pay Schedule - HIGH SCHOOL

Other Assignments

<u>Assignment</u>	<u>1-2 Years</u>	<u>3-5 Years</u>	<u>6+Years</u>
Band Director	\$3,750	\$4,063	\$4,375
Symphonic, Orchestra, Jazz (concert[s], competition[s], school performance, community, pep)			
Choir Director	\$3,438	\$3,750	\$4,063
Music (concert[s], competition[s], school performance, community activities)			
Marching Band	\$1,877	\$2,214	\$2,502
Mock Trial	\$1,561	\$1,832	\$2,190
Academic Decathlon	\$1,561	\$1,832	\$2,190
Debate	\$1,561	\$1,832	\$2,190
Link Coordinator	\$1,561	\$1,832	\$2,190
VICA Advisor	\$1,561	\$1,832	\$2,190
Drama Director (each production/2 maximum)	\$1,561	\$1,832	\$2,190
Dramatic Musical Production (1 max)			
Musical Drama Director	\$1,561	\$1,832	\$2,190
Musical Choral Director	\$1,248	\$1,561	\$1,877
Musical Orchestra Director	\$1,248	\$1,561	\$1,877
Musical Choreographer	\$1,248	\$1,561	\$1,877
Dance Director	\$2,190	\$2,502	\$2,814
Yearbook	\$2,190	\$2,502	\$2,814
Newspaper	\$2,190	\$2,502	\$2,814
Student Activities	\$4,063	\$4,375	\$4,687
Athletic Director	\$4,063	\$4,375	\$4,687
Drill Team Director			
Fall	\$2,190	\$2,502	\$2,814
Winter	\$2,190	\$2,502	\$2,814
Intramural Director	\$1,877	\$2,214	\$2,502
Cheerleading			
Fall Varsity	\$2,343	\$2,657	\$2,970
Fall Junior Varsity	\$2,190	\$2,502	\$2,814
Fall Freshman	\$2,190	\$2,502	\$2,814
Winter Varsity	\$2,343	\$2,657	\$2,970
Winter Junior Varsity	\$2,190	\$2,502	\$2,814
Winter Freshman	\$2,190	\$2,502	\$2,814
ROTC Director	\$2,579	\$2,891	\$3,204
ROTC Assistant	\$2,190	\$2,502	\$2,814
Academic stipends	\$3,126		
to be determined by high school site administrator for academic competitions (e.g. Science Olympiad).			

Adopted: November 5, 2008; effective July 1, 2008 thru June 30, 2009

Revised: No revision for 2009-10

Revised: No revision for 2010-11; However, the Board has suspended some stipends for the 2010-11 academic year which vary by school. Contact Human Resources for additional detailed information.

Revised: January 19, 2011: Effective July 1, 2010

Revised: June 27, 2011

Revised: July 20, 2011

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014

Revised: May 20, 2015 reflects 1% increase for 2015-16 effective July 1, 2015

**ROCKLIN UNIFIED SCHOOL DISTRICT
Extra-Compensation Pay Schedule - HIGH SCHOOL**

Appendix "E"

Athletics

1. The positions and stipends listed below shall be appropriated only if the district authorizes the position(s) to be filled. All assignments shall be for one year only and renewed at the discretion of the site principal and/or district office on an annual basis.
2. The district reserves the right to determine the number of personnel and positions necessary for the safe and/or efficient operation of the extra-curricular program.
3. Pursuant Article XVIII, Section 1 and 6 of this agreement, the same "percentage" will be added to all Extra Compensation Pay salary schedules schedule shall apply to the entire extra compensation schedule.
4. Coaches and/or extra duty personnel (7-12) who switch supervision from one "like" activity to another shall retain years of service for purposes of placement on the compensation schedule (e.g. J.V. Football Coach 2 years to Varsity Baseball Coach Year 3).
 - a. Coaches and/or extra duty personnel new to Rocklin may be granted up to two years experience by providing verification from their previous school showing that they were employed in a "like" paid position.
5. All athletic seasons begin on the first day that the California Interscholastic Federation (CIF) and/or the league allows practice to begin or the day practice actually begins with district approval.
6. Athletic coaches who must coach in league or CIF required post-season playoffs shall receive:
 - a. Football, soccer, basketball, baseball, softball, and volleyball: \$147 for each week of additional service required.
 - b. Track: \$147 per week for the first two weeks of required additional service, and \$73 for additional weeks.
 - c. All other sports listed above: \$73 for each additional week required.

	<u>1-2 year</u>	<u>3-5 years</u>	<u>6+years</u>
<u>Head Coach (Varsity)</u>			
Football	\$4,063	\$4,375	\$4,687
Basketball (men/women)	\$3,750	\$4,063	\$4,375
Baseball/Softball	\$3,750	\$4,063	\$4,375
Wrestling	\$3,750	\$4,063	\$4,375
Track (men/women)	\$3,750	\$4,063	\$4,375
Volleyball (men/women)	\$3,750	\$4,063	\$4,375
Soccer (men/women)	\$3,750	\$4,063	\$4,375
Cross Country (co-ed)	\$3,438	\$3,750	\$4,063
Swimming (men/women)	\$3,438	\$3,750	\$4,063
Water Polo (men/women)	\$3,438	\$3,750	\$4,063
Tennis (men/women)	\$3,126	\$3,438	\$3,750
Golf (men/women)	\$3,126	\$3,438	\$3,750
<u>Assistant Coach (Varsity)</u>			
Varsity Football (4)	\$2,970	\$3,282	\$3,596
Cross Country (1)	\$2,034	\$2,343	\$2,657
Track (2)	\$2,657	\$2,970	\$3,282
<u>Head Coach (Junior Varsity)</u>			
Football	\$3,126	\$3,438	\$3,750
Basketball (men/women)	\$2,814	\$3,126	\$3,438
Baseball/Softball	\$2,814	\$3,126	\$3,438
Wrestling	\$2,814	\$3,126	\$3,438
Volleyball (men/women)	\$2,814	\$3,126	\$3,438
Soccer (men/women)	\$2,814	\$3,126	\$3,438
Water Polo (men/women)	\$2,502	\$2,814	\$3,126
Swimming (men/women)	\$2,657	\$2,970	\$3,282
Golf (men)	\$2,343	\$2,657	\$2,970
<u>Assistant Coach (Junior Varsity)</u>			
Football (2)	\$2,343	\$2,657	\$2,970
<u>Head Coach (Freshman)</u>			
Football	\$2,343	\$2,657	\$2,970
Basketball (men/women)	\$2,034	\$2,343	\$2,657
Baseball	\$2,034	\$2,343	\$2,657
Volleyball (women)	\$2,702	\$3,012	\$3,324
<u>Assistant Coach (Freshman)</u>			
Football(2)	\$2,014	\$2,320	\$2,631
<u>Athletic Trainer (1 per season)</u>			
Athletic Medical Technician (\$618 Extra if A.T.C. license)	\$2,014	\$2,320	\$2,631

Adopted: November 5, 2008; effective July 1, 2008 thru June 30, 2009

Revised: No revision for 2009-10

Revised: No revision for 2010-11; However, the Board has suspended some stipends for the 2010-11 academic year which vary by school. Contact Human Resources for additional detailed information.

Adopted: January 19, 2011; Effective July 1, 2010

Revised: June 14, 2011

Adopted: July 20, 2011

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014

Revised: May 20, 2015 reflects 1% increase for 2015-16 effective July 1, 2015

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Appendix "E"

ROCKLIN UNIFIED SCHOOL DISTRICT Extra Compensation Pay Schedule - ELEMENTARY/MIDDLE SCHOOL

<u>Position</u>	<u>Grade</u>	<u>Athletics</u>		
		<u>1-2 Years</u>	<u>3-5 Years</u>	<u>6+ Years</u>
Cross Country(co-ed)	8	\$1,721	\$2,034	\$2,343
	7			
Football	8	\$1,721	\$2,034	\$2,343
	7			
Basketball (men/women)	8	\$1,721	\$2,034	\$2,343
(men/women)	7			
Volleyball (men/women)	8	\$1,721	\$2,034	\$2,343
(men/women)	7			
Wrestling	8	\$1,721	\$2,034	\$2,343
	7			
Softball	8	\$1,721	\$2,034	\$2,343
	7			
Track (coed)	8	\$1,721	\$2,034	\$2,343
	7			
Discretionary Coaches (2)	7	\$1,721	\$2,034	\$2,343
Athletic Director		\$2,190	\$2,502	\$2,814
Activities Director		\$1,877	\$2,190	\$2,502

Other Assignments - Middle

Music (concerts, competitions, school performance, community activities)	\$2,736
Cheerleading (fall/winter) (1 max)	\$1,877
Drama	\$1,561
Yearbook	\$1,877
Academic stipends (to be determined by site administration for academic competitions and/or enrichment activities (e.g. speech,debate, dance, and Math Counts))	\$6,656 per site

Other Assignments - Elementary

Music (concerts, competitions, school, performance, community activities)	\$1,954
Academic stipends (to be determined by site administration for academic competitions and/or enrichment activities)	\$3,095 per site

- Revised: November 5, 2008; Effective July 1, 2008 thru June 30, 2009
- Revised: No revision for 2009-10
- Revised: No revision for 2010-11; However, the Board has suspended some stipends for the 2010-11 academic year which vary by school. Contact Human Resources for additional detailed information.
- Revised: January 19, 2011: Effective July 1, 2010
- Revised: June 14, 2011
- Revised: July 20, 2011
- Revised: April 23, 2014 reflects 4% increase for 2013-14
- Revised: May 20, 2015 reflects 5% increase for 2014-15 retro to July 1, 2014
- Revised: May 20, 2015 reflects 1% increase for 2015-16 effective July 1, 2015

DRAFT**ROCKLIN UNIFIED SCHOOL DISTRICT****Psychologist Salary Schedule**

(Based on a 192-day Work Year)

<u>Step</u>	<u>Level</u>
1	58,097
2	60,346
3	62,599
4	64,849
5	67,100
6	69,354
7	71,606
8	73,856
9	76,112
10	78,359
11	80,610
*12	82,862
16	86,019
19	88,708
22	91,396
25	94,083

*Maximum entry level for out-of-district experience

\$952 - Stipend for MA or MS or \$1,390 for Ph.D/Ed.D.

Adopted: October 15, 2008; Effective January 1, 2009

Revised: May 29, 2009; Effective July 1, 2009 (reduced to 188 work day)

Revised: May 4, 2011; Effective July 1, 2011 (updated period for new academic year use)

Revised: August 3, 2011; Effective July 1, 2011

Revised: September 21, 2011; Effective July 1, 2011

Revised: April 23, 2014 reflects 4% increase for 2013-14

Revised: May 20, 2015 reflect 5% increase retro to July 1, 2014

Revised: May 20, 2015 reflect 1% increase effective July 1, 2015

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Construction Timeline and Lease-Leaseback Entity for Construction of the Granite Oaks Expansion Project

DEPARTMENT: Office of the Senior Director, Facilities & Operations

Background:

District staff has requested and received "proposals" for a Lease-Leaseback entity for construction of the Granite Oaks Expansion project. The District solicited for "Requests for Proposals" on April 24, 2015. A pre-submittal conference with interested entities was held on April 30, 2015. Proposals were received on May 18, 2015 and reviewed by the Architect, the Senior Director of Facilities & Operations, and the Assistant Director of Facilities & Maintenance on May 18, 2015. Based on the successful past experience with all four entities, no interviews were necessary.

Construction is anticipated to start as soon as June 8, 2015 with estimated occupancy occurring over winter break.

Status:

Proposals were received from the following entities:

BRCO	\$5,275,000
Carter Kelly, Inc.	\$4,367,000
Landmark Construction	\$5,105,000

Presenter:

Sue Wesselius, Senior Director, Facilities & Operations

Financial Impact:

Current year: \$4,367,000

Future years:

Funding source: Mello-Roos and Developer Fees.
Staff will also apply for State Funds (if and when available)

Other People Who Might Be Present:

Mitchell McAllister, California Design West

Packet Information:

Allotment of Time:

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

Recommendation:

It is recommended that the Board approve the construction timeline and approve the award of a Lease-Leaseback contract for the construction of the Granite Oaks Expansion Project and authorize the Superintendent or his designee to sign all necessary documents on their behalf.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Resolution No. 14-15-14- Approving a Site Lease, a Development and Lease Agreement and General Construction Provisions.

DEPARTMENT: Office of the Senior Director, Facilities & Operations

Background:

Staff has recommended and the Board has approved the use of the Lease-Leaseback method to facilitate the Granite Oaks Expansion Project.

Status:

A Lease-Leaseback contract has been prepared for approval. The Site lease, Development and Lease Agreement, and General Construction Provisions are on file with the Secretary of the Board.

Presenter:

Sue Wesselius, Office of the Senior Director, Facilities & Operations

Financial Impact:

Current year: \$4,367,000
funded from Fund 25 (Dev. Fees) and
funded from Fund 49 (Mello-Roos)

Future years:
Funding source:

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

Resolution No 14-15-14

Recommendation:

Staff recommends approval of Resolution 14-15-14 – Approving a Site Lease, a Development and Lease Agreement, and General Construction Provisions for the Granite Oaks Expansion Project.

RESOLUTION NO. 14-15-14

**BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT**

In the Matter of: APPROVING A SITE LEASE, A DEVELOPMENT AND LEASE
AGREEMENT, AND GENERAL CONSTRUCTION PROVISIONS
FOR THE GRANITE OAKS MIDDLE SCHOOL EXPANSION PROJECT.

The following RESOLUTION was duly adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 20th day of May, 2015, 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 Rocklin Unified School District (the "District") has identified the need to provide for additional student housing known as the Granite Oaks Middle School Expansion Project (the "Project");

WHEREAS, Education Code Section 17400 et seq. provides for the construction and modernization of school buildings on property owned by a school district and the lease to a school district of such improvements pursuant to an agreement calling for such construction;

WHEREAS, the Project is located at a site owned by the District (the "Site");

WHEREAS, consistent with the requirements of Education Code Section 17400 et seq., the Governing Board seeks to enter into the necessary building agreements and lease agreements with an outside entity that will provide for the construction and leasing of school facilities on the Site;

WHEREAS, consistent with the Board of Trustees' (the "Board") desire to provide for the construction, acquisition and lease of the Project in accordance with the provisions of Education Code Section 17400 et seq., District staff previously solicited proposals from firms capable of providing services to the District for the Project;

WHEREAS, it was determined that Carter-Kelly Inc. (Contractor") was qualified to undertake the project on the Site and to lease the completed Projects to the District consistent with the requirements of Education Code Section 17400 et seq.;

WHEREAS, plans for the Project have been previously approved by the District and are scheduled to receive final approval from the Division of the State Architect of the State of California (“DSA”) on June 22, 2015 as application #02-114177;

WHEREAS, it is the intent of the Board to have the Superintendent and/or his respective designee (“Designated Officers”), execute the Documents (as defined below); and

WHEREAS, a proposed Development and Lease Agreement with an attached set of General Construction Provisions and other exhibits along with a proposed Site Lease between the District and Contractor (collectively referred to herein as the “Documents”) are on file with the Secretary of the Board, and it is the intent of the Board to approve such documents in substantially final form and to authorize the execution of such documents by the Designated Officers in the manner provided for herein.

NOW, THEREFORE, the Board of Trustees of the Rocklin Unified School District does hereby resolve as follows:

Section 1. Recitals. The foregoing recitals are true and correct.

Section 2. Consistency of Process and Compliance with Law. The Board hereby finds that the process undertaken by the District to date to solicit proposals for the Project, and to draft the Documents have all been undertaken and performed in a manner consistent with the requirements of Education Code Section 17400 et seq. and that the District is now authorized to proceed with the commencement of the Project in the manner set forth in the Documents.

Section 3. Adequacy of Site and Suitability of Process. The Board hereby determines that the Site is suitable location for the Project consistent with the requirements of Education Code Section 17400 et seq. and that acquisition of the Project in the manner provided for at Education Code Section 17400 et seq. is in the best interest of the District.

Section 4. Approval of the Leases. The Board hereby approves the Documents in substantially final form with such additional changes or revisions as may be necessary to be implemented by the Designated Officers to complete such agreements consistent with the terms and conditions of this Resolution and the provisions of Education Code Section 17400 et seq.

Section 5. Approval of Guaranteed Maximum Price. The Board hereby approves the Project’s Guaranteed Maximum Price in an amount not to exceed \$4,367,000.

Section 6. Authorized to Enter into Leases. The Designated Officers are hereby authorized to execute and deliver the Documents as they apply only to the Projects on behalf of the District to Contractor in substantially the form presented to the Board with such changes therein as the Designated Officers, may require or approve, consistent with the terms and conditions of this Resolution.

Section 7. Additional Authorization. The Designated Officers are hereby further authorized and directed to prepare, on behalf of the District, any other documentation necessary to carry out the terms for the Project as set forth in the Documents consistent with the terms and conditions of this Resolution. Any actions therefore taken by the Designated Officers, on behalf of the District that is in conformity with the purposes and intent of this Resolution and with the provisions of Education Code Section 17400 et seq. with respect to the Project are hereby approved and confirmed.

Section 8. Effective Date. This Resolution shall take effect immediately upon its adoption.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Governor's May Revise & Budget Update
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

The Governor presented his May Revise budget proposal for 2015-16 on May 14, 2015 and staff will attend the School Services workshop on May 19, 2015.

Status:

Staff will present a review of the Governor's budget proposal as well as budget assumptions for 2015-16.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

Current year: -0-
Future years: Pending action by the legislature and the Governor.
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:

Information will be presented at the board meeting.

Recommendation:

This is an information item only, no action is required.

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

Item 13.2
INFORMATION & REPORTS
May 20, 2015

SUBJECT: International Baccalaureate Expansion Information

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

During the 2004-2005 school year the Board of Trustees approved a new program, *International Baccalaureate*, to be established at Sierra Elementary School. With this approval Sierra Elementary administration started the tremendous task of training their staff and parents on the benefits of participating in this international program. Sierra completed their exploratory phase in 2005-2006; candidacy phase in 2007-2009 and became fully authorized to operate the Primary Years Program in 2010.

Status:

Staff will present the current status of the IB Primary Years Program at Sierra Elementary and the plans for exploring the possibility of future expansion/continuum of this program up through 12th grade. The presentation will include: current status, philosophy of IB, overview of the curriculum, progression, and the approximate cost to expand the program to the secondary level.

Presenter(s):

Marty Flowers, Director of Secondary Programs and School Leadership
Hannah Anderson, Principal – Sierra Elementary
Beth Davidson, Principal – Spring View Middle School

Financial Impact:

Current year: NA
Future years: \$65,000 to approximately \$300,000
Funding source: Potential Sources: Unrestricted General Fund, Title I, Supplemental Funds

Materials/Films:

NA

Other People Who Might Be Present:

Deborah Sigman, Deputy Superintendent, Educational Services
Cynthia Brown, IB Coordinator/Teacher, Sierra Elementary
Amanda Bannister, Teacher, Whitney High School

Allotment of Time:

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

Packet Information:

Presentation: International Baccalaureate (IB): Looking Toward the Future

Recommendation:

Information only

International Baccalaureate (IB): Looking Toward the Future

Rocklin Unified School District
Board of Trustees Meeting
May 20, 2015



Presented by Marty Flowers,
Hannah Anderson and Beth Davidson

Overview

- Review philosophy of IB
- Alignment to RUSD Strategic Plan and Local Control Accountability Plan
- Current status in RUSD
- Curriculum and Overview
- Proposed Overview of IB Expansion in RUSD
- Timeline for Expansion
- Current cost of K-6 IB program and approximate cost to establish a K-12 program

Philosophy of the International Baccalaureate Program

The International Baccalaureate (IB) program emphasizes intellectual challenge. It encourages students to make practical connections between their studies and the real world, preparing them for success in further study and in life.

Students in the IB Program:

- Build confidence in managing their own learning
- Learn by doing, connecting the classroom to a larger world
- Thrive in positive school cultures where they are engaged and motivated to succeed
- Develop an understanding of global challenges and a commitment to act as responsible citizens

International Education (n.d.). Retrieved May 11, 2015, from <http://www.ibo.org>

IB Program Alignment with RUSD Strategic Plan and Local Control and Accountability Plan (LCAP)

Strategy 1:

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

Strategy 2:

- We will provide a variety of opportunities for all students to become healthy, self aware, resilient and high functioning adults.

RUSD LCAP Goal 1:

- RUSD will ensure that all students make continuous progress toward increasingly challenging academic goals consistent with college and career readiness standards and expectations.

The Current Status of IB in RUSD

- Primary Years Program (PYP) at Sierra Elementary
- Grades K-6
- Exploration: 2005 – 2006
- Candidacy: 2007 – 2009
- Authorization: 2010
- Reauthorization: 2013

Middle Years Program (MYP) Curriculum & Overview

- Traditionally offered school-wide in Grades 6-10 (RUSD will be 7-10 with our current configuration).
- Subjects required in the MYP*:
 - Language acquisition (Foreign Language)
 - Language and literature (English Language Arts)
 - Individuals and Societies (History)
 - Sciences
 - Mathematics
 - Arts
 - Physical and Health Education

*The MYP requires at least 50 hours of classroom instruction for each subject in each year of the program. An additional design course will be embedded within one subject area.

- MYP students also complete a long-term project similar to Exhibition requirement at the PYP Level

Proposed Timeline for IB Expansion

➤ **Middle Years Program (MYP) Grades 7-10**
(explore at Spring View Middle and Whitney High)

- Exploration: 2015-16 School Year
- Candidacy: 2016-17 through 2019-20 School Years
- Authorization: 2019-20 School Year

➤ **Diploma Program (DP) Grades 11-12**
(future exploration at Whitney High)

- Exploration: 2015-16 School Year
- Candidacy: 2018-19 through 2021-22
- Authorization: 2022

Preliminary Exploration

- This Spring, RUSD Team attended IB/MYP workshop
 - Marty Flowers - Director of Secondary Programs and School Leadership
 - Beth Davidson - Principal, Spring View Middle School
 - Hannah Anderson - Principal, Sierra Elementary
 - Cynthia Brown - IB Coordinator, Sierra Elementary
 - Amanda Bannister - Teacher, Whitney High School
 - Christin Miller - Teacher, Spring View Middle School

Current Cost of IB Primary Years Program (PYP) housed at Sierra Elementary:

- IB Coordinator - \$27,000 (.2 FTE)
- Annual Fee - \$8000
- Spanish Language Instruction- \$16,000
- Collaboration Time – \$8000
 - half day per teacher, per unit, per year (6 total, half days)
- IB Professional Development – \$6000 per year
 - Send 3 teachers to certified training per year

Total Annual Cost = \$65,000

District contribution – \$32,000

Sierra PTC contribution – \$22,000

Sierra Discretionary Site contribution – \$8,000

Proposed Enhancements to PYP:

- Increase IB Coordinator from .2 FTE to .4 FTE = estimated \$27,000 additional cost
- Increase allotment for IB authorized professional development.
- Cost of workshop is \$2000 per teacher = \$4000 additional cost (Sierra's Strategic Plan Action 1.5)

Total annual cost per year for enhancements = \$31,000

Total annual cost of PYP with enhancements = \$96,000

Approximate Cost of IB Program Expansion (7-10) MYP

➤ Exploration Year (2015-2016):

- Site visits to Middle and High School IB campuses (Mira Loma High School, Laguna Creek High School, Eich Middle School and Churchill Middle School,)
 - 4 SV teachers (plus SV Principal, Counselor and Director of Secondary Programs): 4 total subs - \$440
 - 4 WHS teachers (plus WHS Principal, Counselor and Director of Secondary Programs): 4 total subs - \$440
- Subject area training for one teacher, per content area, per grade level. Approximately \$2000 per teacher (16 total teachers = \$32,000)

Total = \$32,880

(continued) Approximate Cost of IB Program Expansion (7-10) MYP

➤ Year 1 of Candidacy (2016-17):

- Annual candidacy MYP fee = \$4000
- IB site coordinator (.5 FTE) = estimated cost \$65,000
- Release time for collaboration to develop units of study for SV and WHS – total of 78 teachers = \$15,800
- IB Professional Development (1, 2-day workshop per content area offered by IB authorized external staff developer):
 - Trainer cost: \$2500 x 8 content areas = \$20,000
 - Substitute cost: \$100 per day @ 78 teachers x 2 days = \$15,600

Total cost of 7-10 Program for 2016-2017 = \$120,200

(continued) Approximate Cost of IB Program Expansion (7-10) MYP

➤ Years 2-4 of Candidacy (2017-18 through 2019-20):

- Annual candidacy fee: MYP = \$4000
- IB site coordinator (.5 FTE) estimated cost = \$65,000
- Release time for collaboration to develop units of study for SV and WHS – total of 78 teachers = \$15,800
- Ongoing IB authorized Professional Development for each subject area = \$8,000

Total cost of 7-10 Program for 2017-20 = \$92,600 per year

➤ *Accreditation Visit Fee (2019-20 only) = \$5000*

(continued) Approximate Cost of IB Program Expansion (7-10) MYP

- **Year 1 of Authorization (2020-21 and ongoing):**
 - Annual fee: MYP = \$9000
 - IB site coordinator (.5 FTE) = estimated cost \$65,000
 - Release time for collaboration to revise and reflect upon units of study for SV and WHS – total of 78 teachers = \$15,800 :
 - Ongoing IB authorized Professional Development for each subject area = \$8,000

Ongoing cost per year of 7-10 Program = \$97,600

Summary of Cost 2014-21

2014-15 Cost at Sierra Elementary (PYP) \$ 65,000

2015-16 = proposed enhancements to PYP program \$ 31,000

2015-2021 Ongoing cost of PYP with enhancements \$ 96,000

Cost to expand IB with the Middle Years Program (MYP)

2015-16 MYP exploration at SV/WHS \$ 32,880

2016-17 MYP candidacy at SV/WHS \$ 120,200

2017-19 MYP candidacy at SV/WHS \$ 92,600 per

2019-21 MYP candidacy/authorization at SV/WHS \$ 97,600 per

*Cost to add IB Diploma Program
WHS grades 11-12

Estimated costs not to
exceed MYP costs

Inter-district Enrollment to PYP at Sierra Elementary

Grade Level	2010-11	2011-12	2012-13	2013-14	2014-15	Projected 2015-16
Kindergarten	8	10	10	7	11	12
1st Grade	9	9	12	11	7	14
2nd Grade	14	12	7	13	11	9
3rd Grade	5	18	14	11	15	12
4th Grade	8	3	20	16	13	17
5th Grade	6	8	3	17	18	13
6th Grade	3	4	9	4	19	19
Totals	53	64	75	79	94	96

Next Steps

- Develop a site team at SV and WHS to plan for the exploration phase of MYP
- Schedule site visits for SV and WHS
- Attend IB training
- Provide Board recommendation for secondary IB program expansion to MYP/DP and PYP program enhancements
Winter/Spring 2016

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: K-5 Math Materials Adoption Recommendation
DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

With the adoption of California Common Core State Standards (CCSS) in 2010, and Math Frameworks in 2013, Rocklin Unified K-5 elementary teachers have been engaged in a math pilot process with the goal of bringing a math program recommendation for adoption to the Board. The Board adopted grades 7-9 math in June of 2014 and adopted the 6th grade math program in April 2015. The math adoption reflects alignment of a TK-12 systematic approach.

Status:

Staff will present an overview of the K-5 elementary math materials review and pilot process which began in fall 2014 and concluded in May 2015. A recommendation to adopt Bridges in Mathematics will be brought to the Board as an information item. Beginning May 21, materials will be put on display at the District Office for Public Review. Once the public review and comment period have ended, a recommendation will be brought forth to the Board at the June 24, 2015 meeting.

Presenter(s):

Karen Huffines, Director of Elementary Programs and School Leadership
Joe McLean, Teacher on Special Assignment
Lara Kikosicki, Teacher on Special Assignment
Lisa Johnson, Teacher, Sierra Elementary
Debbie Prekeges, Teacher, Cobblestone Elementary
Kathy Goddard, Principal, Cobblestone Elementary

Financial Impact:

Current year: \$518,500
Future years: \$73,500 annually
Funding source: K-12 Instructional Materials Budget

Materials/Films:

None

Other People Who Might Be Present:

Deborah Sigman, Deputy Superintendent, Educational Services

Allotment of Time:

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

Packet Information:

K-5 Elementary Math Materials Adoption Recommendation Presentation

Recommendation:

Information only

K-5 MATH MATERIALS RECOMMENDATION

**Rocklin Unified School District
Board of Trustees Meeting
May 20, 2015**

Presented by Karen Huffines,
Lara Kikosicki, Joe McLean
Lisa Johnson, Debbie Prekeges
and Kathy Goddard



Overview of Presentation

- Alignment to Strategic Plan and Local Control and Accountability Plan (LCAP)
- Lesson Study Integration
- Evaluation Process
- Recommendation
- Voices from the Field
- Estimated Cost of Adoption
- Next Steps

Alignment to RUSD Strategic Plan

- Strategic Plan Strategy 1
 - We will create student academic growth through dynamic, relevant and increasingly challenging learning experiences.

- Strategic Plan Strategy 3
 - We will continuously build organizational capacity, and seek additional resources and partnerships to fulfill our mission.

Lesson Study Integration

➤ **Grade level teams**

- California Standards and Math Framework focus
- Alignment between both pilot texts and California Standards
- Reflected on strengths and weaknesses of lessons based on student depth of learning and engagement
- Looked extensively at access for all students to the curriculum
- Opportunity to teach and observe lessons in classrooms
- Improving teaching and learning

Pilot Teacher Processing Meetings: February, April, May

- **Evaluated Programs based on Key and Desired Indicators**
 - Alignment to the Content Standards and development of conceptual understanding
 - Alignment to the Standards of Mathematical Practice and embedded development
 - Necessary teacher planning and support
 - Universal Access and extension activities tied to grade level standards and Standards of Mathematical Practice
 - Assessment materials
 - Depth of student learning and engagement

Pilot Team Recommendation

- **Adopt Bridges in Mathematics for K-5**
- **Teacher identified areas of strength:**
 - Alignment to California Standards
 - Conceptual understanding of California Math Standards
 - Embedded development of the Standards of Mathematical Practice
 - Number sense development
 - Depth of student learning and engagement

Voices from the Field

- Classroom Teachers
 - Lisa Johnson-K/1, Sierra Elementary
 - Debbie Prekeges-4th, Cobblestone Elementary

- Principal
 - Kathy Goddard, Cobblestone Elementary

Estimated Cost of Adoption

2015-16

➤ Materials Cost (K-5)	\$438,500
➤ Training Cost	\$80,000
➤ Six days of Professional Development	
➤ Bridges provides two days of training	
➤ Four days of follow up training – TOSAs	
	Total: \$518,500

Ongoing Replacement Cost

➤ Yearly Consumables Replacement	~\$73,500
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Next Steps

- 30-day Public Review of materials
- June 24, 2015 - Board of Trustees action on adoption of K-5 math materials
- Order materials for delivery by August 1
- Initial Professional development including all impacted staff beginning August 13, 2015
- Provide ongoing support

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Drought Water Conservation Measures

DEPARTMENT: Office of the Senior Director, Facilities & Operations

Background:

California is in it's fourth consecutive year of drought conditions and both the State and local water providers are issuing conservation requirements for all users.

Status:

District staff has been meeting and working with Placer County Water Agency (PCWA) staff to aggressively manage our water usage. As previously reported to the Board, the District has already achieved our water conservation goal and beyond. We are credited with achieving nearly 50% reduction during the 2014-15 school year when compared to the 2013-14 school year.

There are additional restrictions that we must implement and staff has developed a plan for implementing these additional restrictions where possible in cooperation and with agreement from PCWA.

All district and site websites have the attached "Frequently Asked Questions" sheet posted for easy reference and use by our community. A copy was also provided to all District staff for ease in reporting problems.

Presenter:

Sue Wesselius, Senior Director, Facilities & Operations

Financial Impact::

Current year: Estimated savings due to water use reduction measures since 2013:
approximately \$46,000

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:

Frequently Asked Questions as posted on all district web sites.

Recommendation:

This is an information item only.

*What is Rocklin Unified School District Doing to
Help with the Current Drought Conditions?*

Frequently Asked Questions:

Q: What is Rocklin Unified School District doing to reduce water usage?

A: The District has taken an aggressive approach to reduce water usage by doing the following:

1. Reduced overall irrigation by another 20% by decreasing run times.
2. Systematically capped over 1,695 irrigation heads that are no longer being used.
3. Added over 2,000 cubic yards of mulch in all landscaped areas at all sites to retain moisture.
4. Changing spray heads to drips as budget and labor permits.

According to Placer County Water Agency, these efforts have reduced our overall water usage by nearly 50% for the first six months of the 2014-15 school year when compared to the first six months of the 2013-14 school year.

Q: What do I do if I see a broken sprinkler or running water on sidewalks?

A: If between the hours of 6:00 am – 2:30 pm Monday through Friday, please notify the Maintenance Department at 916.624.5771. If after these hours, please call the Grounds Supervisor at 916.759.9651. The Grounds Supervisor has the ability to shut off valves remotely. If you are unable to reach anyone, please leave a message on our emergency phone (916.257.1345) that is manned 24/7.

Q: What steps is the school district taking to minimize water usage?

A: Over the past two years the District has taken aggressive steps to do the following:

- 1) Reduced overall irrigation run times by another 20%.
- 2) Capped (eliminated) over 1,695 sprinkler heads that were no longer needed.
- 3) Added cedar mulch for maximum water retention at all sites in all planter locations.
- 4) Changed out spray heads to drip line irrigation at three sites, with the rest coming on line as budget and labor permits.

Q: What results have been achieved by undertaking these steps?

A: By September 2014 of this school year (2014-15) we had achieved nearly 50% reduction in our overall water usage when compared to the first six months of the 2013-14 school year according to Placer County Water Agency.

Q: Why does the district water some turf areas that the school or community does not use?

A: Our facilities are neighborhood and community safe havens. We strive to provide a clean and welcoming environment by keeping the frontage areas of our schools attractive and clean. As the drought continues, the District will be forced to minimize watering in some of these areas while still doing whatever we can to ensure a welcoming environment at all of our campuses.

Q: Why do the district's fields look good when California is in a drought?

A: District staff has worked diligently to provide priorities for keeping our fields safe and playable. Because PE and athletics are such an important part of our mission and the health of the whole child, we have made our fields our top priority and they shall be kept as good as possible even though we are reducing irrigation run times. They will not be as lush as in the past, but still will be safe and playable.

Q: What is the priority for watering?

- a. Play fields
- b. Trees
- c. Landscaping plants and shrubs
- d. Interior grass

Q: Why isn't the District removing more turf areas at our schools?

A: The District has identified areas for discontinuing water or possible removal of turf in unnecessary or less visible areas on our campuses. The first step in this will be the elimination of water to these areas. They will continue to be kept mowed and trimmed.

PENDING BOARD AGENDA ITEMS

March 2015

Agenda Item	Administrator	Board Meeting
Williams Uniform Complaints, Approve Quarterly Report <i>(Consent)</i>	Sigman	July
Resolution Delegating Barbara Patterson as Representative and Roger Stock as Alternate Representative to Joint Powers Board for SIG <i>(Consent)</i>	Patterson	July
Approve Non-Public School and Agency Master Contracts for the Upcoming School Year	Sigman	July
Tax Report for CFD No. 1 and No. 2, Yearly Adoption	Patterson	July/August
Summer School Program Report	Sigman/Staff	July/August
Information and Related Actuarial Reports on Workers' Compensation Claims & Health/Welfare Benefits for Retired Employees After 65	Patterson	August
BP 9270 - Conflict of Interest, Biannual Review – (Every Other Year, Action)	Patterson	August 2016
School Opening/Readiness Report <i>(Information)</i>	Sigman/Staff	August
Unaudited Actuals, Approve District Certification	Patterson	August/September
Resolution Establishing Appropriation Limitation (GANN) <i>(Action)</i>	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> <i>(Action)</i>	Sigman	September/October
Student Assessment Report – API <i>(Information)</i>	Sigman/Staff	September/October
Williams Uniform Complaints, Approve Quarterly Report <i>(Consent)</i>	Sigman	October
Set Date for Annual School Board Organizational Meeting <i>(Action)</i>	Stock	November
RUSD Strategic Plan Quarter 1 Update <i>(Information)</i>	Hutton	December
First Interim Report <i>(Action)</i>	Patterson	December
Organizational Board Meeting/Special Presentation to Board President	Stock	December
Audit Report <i>(Action)</i>	Patterson	January
Schedule Goal Setting Workshop	Stock/Staff	January
Williams Uniform Complaints, Approve Quarterly Report <i>(Consent)</i>	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 (2 nd Mtg)

Present Draft School Year Calendar <i>(two years out - Consent)</i>	Slattery	March <i>(1st Mgt)</i>
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 <i>(consent)</i>	Sigman	March
Certification of Temporary Athletic Team Coaches <i>(consent)</i>	Slattery	March
Second Interim Report/Approval <i>(Action)</i>	Patterson	March
Special Education Update	Sigman	March
RUSD Strategic Plan Quarter 2 Update <i>(Information)</i>	Hutton	March
Vote for CSBA Delegate Assembly Representative(s) for Region 4D <i>(Action)</i>	Stock	March
Approve School Year Calendar <i>(two years out - Consent)</i>	Slattery	March <i>(2nd Mtg)</i>
Budget Update/Information	Patterson	March/April
Sierra College Report (Rocklin Graduates)	Sigman	March/April
School Safety Plans <i>(Consent)</i>	White/Huffines	March/April
Annual Personnel Update – Renewal of Contracts for Site Administrators <i>(Closed Session)</i>	Sigman	April
Approve Quarterly Report on Williams Uniform Complaints <i>(Consent)</i>	Sigman	April
Spelling Bee Winner(s) Recognition <i>(Information)</i>	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
Summer School Principals Approval Contingent on State Funding <i>(include on Certificated Personnel Report)</i> <i>(Consent)</i>	Sigman	April/May
RUSD Strategic Plan Quarter 3 Update <i>(Information)</i>	Hutton	May
*Facilities-Use Policy/Practice and Schedule of Fees	Wesselius	May
Approve Waivers for Special Education Students Who Passed the Math Portion of the CAHSEE With Modifications <i>(Consent)</i>	Sigman	May
Provide Retiree Benefit Update <i>(Bi-annual, every other yr)</i>	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 Resolution for Interfund Transfers of Special or Restricted Fund Monies	Patterson	May
AFJROTC Color Guard Special Recognition (Student Representative Unit & Cadet Commander)	Stock/Staff	May (2 nd Mtg)
Student Board Member Recognition	Stock	May (2 nd Mtg)
BP/AR 5116.1 – Intradistrict Open Enrollment review as required by Ed Code 35160.5 <i>(must be completed by July 1)</i>	Sigman	May/June
Complete Superintendent's Performance Evaluation and Update Contract	Stock/Board	May/June
Approve CIF Representatives for Upcoming School Year <i>(Consent)</i>	Flowers	May/June
LCAP Approval/Hold Public Hearing <i>(Action)</i>	Sigman	May/June
Approve Board Meeting Dates for Upcoming School Year <i>(Consent)</i>	Stock	June (1 st Mtg)
Resolution Authorizing End-of-Year Budget Transfers <i>(Consent)</i>	Patterson	June
Resolution Delegating Certain Contracting Powers to the Superintendent or Designee <i>(Consent)</i>	Wesselius	June
Approve Consolidated Applications (Part 1/Part 2)	White/Huffines	June
Final Budget Approval/Hold Public Hearing <i>(Action)</i>	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
Community Advisory Committee (CAC), Appoint Parent Representative for 2 year Term <i>(every other year, Consent)</i>	Sigman	June
Approve Expulsion Hearing Panel for Upcoming School Year <i>(Consent)</i>	Sigman	June/July

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