

ROCKLIN UNIFIED SCHOOL DISTRICT

2615 Sierra Meadows Drive Rocklin, CA 95677

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



FEBRUARY 3, 2016 REGULAR MEETING AGENDA — 6:30 P.M.

- 1.0 **CALL TO ORDER**
- 2.0 **ROLL CALL**
- 3.0 **PLEDGE OF ALLEGIANCE**
- 4.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – This agenda item is included to give anyone in attendance an opportunity to ask questions or discuss non-agenda items with the Board of Trustees. The Board is not permitted to deliberate or take action on non-agenda items, but may refer the matter to a staff member for follow up. There is a three-minute time limit per person. A complaint about a specific employee of the District shall be made to that employee's immediate supervisor or the principal as required by Administrative Regulation 1312.1.
- 5.0 **COMMENTS FROM STUDENT REPRESENTATIVE**
- 6.0 **COMMENTS FROM BOARD AND SUPERINTENDENT**
- 7.0 **ACTION ITEMS - CONSENT CALENDAR** (*REQUIRES SINGULAR ROLL CALL VOTE*) – All matters listed under the Consent Calendar are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Trustees, audience, or staff request specific items to be removed from the Consent Calendar for separate discussion and action. Any agenda items removed will be voted upon following the motion to approve the Consent Calendar.
 - 7.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
 - 7.1.1 January 20, 2016
 - 7.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
 - 7.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
 - 7.4 **APPROVAL OF BUDGET REVISIONS** – Request to approve budget revisions. (Barbara Patterson)
 - 7.5 **APPROVE CONTRACT WITH SIERRA JOINT COMMUNITY COLLEGE DISTRICT FOR SERVICES RELATED TO CONSULTANT WORK FOR ROCKLIN HIGH SCHOOL CAREER TECHNICAL EDUCATION (CTE) PROGRAM IN ADVANCED MANUFACTURING** – Request to approve contract with Sierra Joint Community College District for services related to consultant work for Rocklin High School CTE program in Advanced Manufacturing. (Kathy Pon)

- 7.6 **APPROVE CONTRACT FOR COUNSELING SERVICES** – Request to approve contract with The Place Within Counseling Center Education Services: Wellness Together Program. (Kathy Pon)
- 7.7 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) -** Request to approve BP 4154 and AR 4154 on Health and Welfare Benefits, BP 4254 and AR 4254 on Health and Welfare Benefits, and BP 4354 and AR 4354 on Health and Welfare Benefits. (Colleen Slattery)
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|-------|---------|---------------------------------------|
| 7.7.1 | BP 4154 | Health and Welfare Benefits – Revised |
| 7.7.2 | AR 4154 | Health and Welfare Benefits – New |
| 7.7.3 | BP 4254 | Health and Welfare Benefits – Revised |
| 7.7.4 | AR 4254 | Health and Welfare Benefits – New |
| 7.7.5 | BP 4354 | Health and Welfare Benefits – Revised |
| 7.7.6 | AR 4354 | Health and Welfare Benefits – New |
- 8.0 **ACTION ITEMS – REGULAR AGENDA** – Protocol for action items include a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a three-minute time limit per person.
- 8.1 **APPROVE AB1200 BARGAINING DISCLOSURE FOR CONFIDENTIAL, NON-REPRESENTED, ROCKLIN ADMINISTRATORS PROFESSIONAL ASSOCIATION (RAPA), DEPUTY/ASSOCIATE/ASSISTANT SUPERINTENDENT AND SUPERINTENDENT FOR JULY 1, 2015 THROUGH JUNE 30, 2016** - Request to approve AB1200 bargaining disclosure for Confidential, Non-represented, RAPA, Deputy/Associate/Assistant Superintendent and Superintendent for July 1, 2015 through June 30, 2016. (Barbara Patterson)
- 8.2 **APPROVE CONFIDENTIAL EMPLOYEES TENTATIVE AGREEMENT (TA)** – Request to approve the Tentative Agreement with Confidential Employees. (Colleen Slattery)
- 8.3 **APPROVE SALARY INCREASE TO CLASSIFIED NON-REPRESENTED SALARY SCHEDULE TO MATCH AGREEMENTS WITH OTHER BARGAINING GROUPS** – Request to approve salary increase to Classified Non-Represented Salary Schedule(s) for 2015-16 and 2016-17 to match agreements with other bargaining groups. (Colleen Slattery)
- 8.4 **APPROVE ROCKLIN ADMINISTRATORS PROFESSIONAL ASSOCIATION (RAPA) TENTATIVE AGREEMENT (TA)** – Request to approve the Tentative Agreement with the Rocklin Administrators Professional Association. (Colleen Slattery)
- 8.5 **APPROVE DEPUTY/ASSOCIATE/ASSISTANT SUPERINTENDENT SALARY SCHEDULE TO MATCH AGREEMENTS WITH ROCKLIN ADMINISTRATORS PROFESSIONAL ASSOCIATION** – Request to approve salary increase and adjustment to the Deputy/Associate/Assistant Superintendent Salary Schedule to match agreements with RAPA. (Roger Stock)
- 8.6 **APPROVE AB1200 BARGAINING DISCLOSURE FOR CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) FOR JULY 1, 2015 THROUGH JUNE 30, 2016** - Request to approve AB1200 bargaining disclosure for CSEA for July 1, 2015 through June 30, 2016. (Barbara Patterson)
- 8.7 **APPROVE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) ROCKLIN CHAPTER #773 TENTATIVE AGREEMENT (TA)** – Request to approve Tentative Agreement with the California School Employees Association. (Colleen Slattery)

- 8.8 **APPROVE RESOLUTION NO. 15-16-13 AMENDING JOINT POWERS AGREEMENT FORMING THE SCHOOL RISK AND INSURANCE MANAGEMENT GROUP (SRIMG)**
– Request to approve Resolution No. 15-16-13 amending Joint Powers Agreement forming the School Risk and Insurance Management Group (SRIMG). (Barbara Paterson)
- 8.9 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) -**
Request to approve revisions to BP 6151 and AR 6151 on Class Size, and BP 6112 and AR 6112 on School Day. (Kathy Pon)
- 8.9.1 BP 6151 Class Size – Revised
- 8.9.2 AR 6151 Class Size – Revised
- 8.9.3 BP 6112 School Day – Revised
- 8.9.4 AR 6112 School Day – Revised
- 9.0 **INFORMATION AND REPORTS**
- 9.1.1 **REVIEW OF SPECIAL EDUCATION SUPPORTS AND SERVICES REPORT: UPDATE ON ACTIONS TO DATE** – (Tammy Forrest)
- 10.0 **PENDING AGENDA** – This is the time to place future items on the Pending Agenda.
- 11.0 **CLOSED SESSION** – The Board will adjourn to closed session regarding the following matters.
- 11.1 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9
- 11.2 *Public employee discipline/dismissal/release pursuant* to Government Code section 54957
- 11.3 *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
- 12.0 **RECONVENE TO OPEN SESSION**
- 13.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION**
- 14.0 **ADJOURNMENT**

Meeting Procedures: Per Board Bylaw 9323, the Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard.

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

NEXT REGULARLY SCHEDULED BOARD MEETING: MARCH 2, 2016, 6:30 P.M.



DECLARATION OF POSTING

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING AGENDA

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

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

Date of Posting:

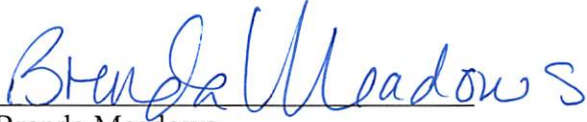
January 29, 2016

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 29th day of January 2016 in Rocklin, California.


Brenda Meadows
Executive Assistant
Rocklin Unified School District

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

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



JANUARY 20, 2016
REGULAR MEETING MINUTES — 6:30 P.M.

1.0 **CALL TO ORDER**— President Greg Daley called the meeting of the Rocklin Unified School District Board of Trustees to order at 6:30 P.M., January 20, 2016 in the District Administration Office located at 2615 Sierra Meadows Drive, Rocklin, CA, 95677. A quorum was established.

2.0 **ROLL CALL**

Trustees Present:

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

Trustees Absent:

Camille Maben, *Vice President*

Student Representative:

Travis Elmont, *Whitney High School*

Administrative Staff: Roger Stock, *Superintendent*; Kathleen Pon, *Deputy Superintendent Educational Services*; Barbara Patterson, *Deputy Superintendent Business and Operations*; Colleen Slattery, *Assistant Superintendent Human Resources*; Craig Rouse, *Senior Director Facilities and Operations*; Tammy Forrest, *Director of Special Education and Support Programs*; Mike Fury, *Chief Technology Officer*; Diana Capra, *Chief of Communications and Community Engagement*; Melody Thorson, *Principal Ruhkala Elementary School*; Amanda Makis, *Principal Rocklin Elementary School*; Brenda Meadows, *Recorder*.

3.0 **PLEDGE OF ALLEGIANCE** – Travis Elmont and the Whitney High School AFJROTC Color Guard led the Board and audience in the Pledge of Allegiance.

4.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – Greg Daley welcomed all visitors and invited them to speak on agenda items at the conclusion of the Board’s discussion. He also invited visitors to speak at this time regarding non-agenda items, noting a three minute time limit per person. The following comments regarding non-agenda items were noted:

Public Comment: No public comment was made.

5.0 **COMMENTS FROM STUDENT REPRESENTATIVE** – Student Representative Travis Elmont provided a report on events happening at elementary and secondary schools.

6.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Wendy Lang thanked the AFJROTC Color Guard for their service at Board meetings and shared that there will be a Reserve Officers’ Training Corps (ROTC) drill competition in Sacramento on January 23 for anyone interested in attending. Susan Halldin shared that she recently attended the Granite Oaks Middle School Career Fair which highlighted a broad range of careers for students. Most presenters at the Career Fair were parents who presented a wide range of career options for students to consider. Greg Daley welcomed everyone back to a new year and shared that the RUSD family was saddened at the recent news of the passing of a

student from Del Oro High School, stating our thoughts go out to the family. Daley also thanked Todd Lowell for his dedicated service as Board President for the last 3 years (2013 -2015) and presented him with a recognition plaque. Wendy Lang thanked Lowell for his strong leadership as past Board President and shared her great respect for him as a Board member. Susan Halldin thanked Lowell for his service as Board President (14 total years of Board service) and pointed out her gratitude for his support for her as a new Board member. Superintendent Stock also thanked Lowell for his outstanding service and the positive impact he has had on students and staff in the District over the years. Stock read the letter below from the Rocklin Unified School District to the City of Rocklin in response to the proposed Behavioral Health Hospital.

January 12, 2016

Letter to City of Rocklin

Re: Proposed Universal Health Services Behavioral Health Hospital

Dear Mayor Janda and Councilmembers Butler, Yuill, Ruslin, and Magnuson:

I have been directed by the Board of Trustees ("Board") of the Rocklin Unified School District ("District") to advise the City of Rocklin ("City") of the District's concerns regarding the proposed construction of the Northern California Behavioral Hospital ("Hospital") in close proximity of Whitney High School.

The District is very grateful for its long-standing working partnership with the City on important matters to our community and we are committed to continuing this strong relationship in the future.

In addressing this issue on behalf of the Board, I would first like to emphasize the District's recognition of the need for quality mental health services in our community and we greatly appreciate the City's efforts to ensure that our residents have access to these much-needed services. Notwithstanding the Board's commitment to expanding access to mental health facilities in our community, the Board is concerned with the proposed location selected for the construction of the Hospital. It is our understanding that the Hospital will be built on a 7-acre vacant parcel within the Orchard Creek Business Park. The proposed facility will be situated approximately 600 feet from Whitney High School.

Our concerns include:

1. Whether the proposed hospital's staff and security procedures will effectively prevent the elopement of patients;
2. What measures will be implemented to prevent discharged patients who leave the facility on foot from accessing our school campuses;
3. Whether individuals will be able to "walk up" and seek admission to the facility;
4. What measures be instituted to prevent individuals who are denied "walk up" access to the facility from leaving the hospital and entering school campuses;
5. Whether the facility will be treating individuals who are prohibited by law from being in the vicinity of schools and parks; and
6. What measures will be put in place to notify the District's adjacent school sites if a patient exhibiting violent behavior elopes from the proposed facility.

Subsequent to the Board's December 16th meeting, we became aware that the City informed the District of the Hospital's application on June 3, 2015 and asked for the District's review and comments. The District responded on June 10th and failed to provide substantive comment. We have changed our processes so this will not happen again. When I learned of the project in October, the District did not perform the due diligence that we should have. I apologize to the City for our failure to look at this issue more comprehensively and independently and respond earlier in the process.

As we have stated, the District fully acknowledges the benefit that a comprehensive behavioral and psychiatric hospital will provide for our community. However, based on our concerns and the concerns of our parent community, we cannot support the location of the hospital so close to our schools. We respectfully request that the City and its Planning Commission consider these concerns and fully evaluate the potential safety implications of the proposed location of the behavioral and psychiatric hospital before making a decision on the prospective

development. We sincerely hope an alternative location will be selected for the construction of the proposed facility in our city.

Sincerely,

Roger Stock
Superintendent

cc: Rick Horst, City Manager
Ben Fu, City Planning Manager

Stock also acknowledged the recent losses to the RUSD family (Spring View teacher, Ward Pytosky and Rocklin High School student, Brianna Carnes). In addition, Stock thanked the school sites for their excellent work in providing support to staff and students during this difficult time.

7.0 **ACTION ITEMS - CONSENT CALENDAR**

- 7.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
7.1.1 December 16, 2015
- 7.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
- 7.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 7.4 **APPROVE BILL WARRANTS** – Request to approve Bill Warrants. (Barbara Patterson)
- 7.5 **APPROVE MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 7.6 **ACCEPT DONATIONS** – Request to accept District donations. (Barbara Patterson)
- 7.7 **APPROVE WILL SERVE LETTER, 4410 GRANITE DRIVE PROJECT** – Request to approve Will Serve letter for the 4410 Granite Drive project. (Craig Rouse)
- 7.8 **AWARD CONTRACT TO ECONOMIC AND PLANNING SYSTEMS, INC.** – Request To award proposed contract to Economic and Planning Systems, Inc., for an amount not to exceed \$15,000, to update the Facilities Master Plan and the Development Impact Fee Nexus Study and to authorize the Superintendent or designee to sign on its behalf. (Craig Rouse)
- 7.9 **APPROVE PROPOSAL WITH PETERSON DEVELOPMENT FOR DISTRICT OFFICE TENANT IMPROVEMENT PROJECT** – Request to approve proposal with Peterson Development for District Office tenant improvement project and to authorize Superintendent or designee to sign on its behalf. (Craig Rouse)
- 7.10 **APPROVE CONTRACT FOR SCHOOL PHONE SYSTEM REPLACEMENT PROJECT AT ANTELOPE CREEK ELEMENTARY SCHOOL** – Request to approve ratification of contract with Team One Networking for school phone system replacement project at Antelope Creek Elementary School. (Craig Rouse)
- 7.11 **APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS**– Request to approve Quarterly Report on Williams Uniform Complaints for the quarter ending December 31, 2015. (Kathy Pon)

- 7.12 **APPROVE ELECTRICAL MAIN FEEDER REPAIR/REPLACEMENT PROJECT AT ROCK CREEK ELEMENTARY SCHOOL** – Request to approve ratification of the contract with Alessandro Electric, Inc., for electrical main feeder repair/replacement project at Rock Creek Elementary School. (Craig Rouse)
- 7.13 **APPROVE UNIVERSITY OF PHOENIX SCHOOL AFFILIATION AGREEMENT** – Request to approve Student Affiliation Agreement between University of Phoenix School and Rocklin Unified School District for the period beginning January 20, 2016 and to remain in effect until terminated by either party in accordance with Section IX of agreement. (Colleen Slattery)
- 7.14 **APPROVE UNIVERSITY OF CALIFORNIA (UC) DAVIS RESOURCING EXCELLENCE IN EDUCATION (REEd) PROJECT AND MEMORANDUM OF UNDERSTANDING (MOU)** – Request to approve UC Davis REEd project and MOU. (Kathy Pon)
- 7.15 **APPROVE OVERNIGHT FIELD TRIP(S)** – Request to approve the following overnight field trips. (Martin Flowers)
- 7.15.1 Spring View Middle School, grade 7 students, to attend overnight field trip to Pacific Environmental Educational Camp, Fort Bragg, CA (April 4, 2016 – April 8, 2016).
- 7.16 **APPROVE ADMINISTRATIVE REGULATIONS (AR)** - Request to approve revisions to Administrative Regulation 4112.23 on Special Education Staff. (Colleen Slattery)
- 7.16.1 AR 4112.23 Special Education Staff – Revised
- 7.17 **APPROVE ADMINISTRATIVE REGULATIONS (AR)** - Request to approve revisions to Administrative Regulation AR 4119.11, AR 4219.11, and AR 4319.11 on Sexual Harassment. (Colleen Slattery)
- 7.17.1 AR 4119.11 Sexual Harassment – Revised
- 7.17.2 AR 4219.11 Sexual Harassment – Revised
- 7.17.3 AR 4319.11 Sexual Harassment – Revised

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

8.0 **ACTION ITEMS – REGULAR AGENDA**

- 8.1 **ACCEPT 2014-15 AUDIT REPORT** – Barbara Patterson, Deputy Superintendent Business and Operations, introduced auditor Peggy VandeVooren with Gilbert Associates, Inc., who performed the District’s annual independent financial audit report. VandeVooren presented an overview of the results of the 2014-15 Audit Report, stating that the audit had no findings or adjustments, and certified the accuracy of the District’s financial accounting. Following the audit report update, Patterson requested Board approval of the 2014-15 Audit Report.

Board Comments: Wendy Lang, Board Member and District Audit Committee Member, thanked Gilbert Associates, Inc. for their excellent work and willingness to answer questions clearly. Susan Halldin also thanked Gilbert and Associates, Inc., Barbara Patterson, and the RUSD Business Department for their hard work on a successful audit with no findings. Todd Lowell recognized the excellent work in the Audit Report and stated that the District should be proud that no findings or recommendations were made, an outstanding result in an organization our size.

A **MOTION** was made by Todd Lowell and seconded by Susan Halldin to accept the 2014-15 Audit Report. Motion passed unanimously.

- 8.2 **APPROVE OR DENY ROCKLIN ACADEMY II PETITION FOR RENEWAL** – Barbara Patterson, Deputy Superintendent Business and Operations presented the Board with a recommended Findings of Facts and requested Trustees take appropriate action regarding the Rocklin Academy II Petition for Renewal as recommended by staff and legal counsel.

A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to approve the Rocklin Academy II Petition for Renewal. Motion passed unanimously.

- 8.3 **APPROVE EXPENDITURE PLAN FOR CALIFORNIA STATE BUDGET ONE TIME FUNDING FOR EDUCATION** – Barbara Patterson, Deputy Superintendent, Business and Operations and Kathy Pon, Deputy Superintendent, Educational Services, shared with Trustees the expenditure plans for California State’s Budget One Time Funding for Education including funding for: Professional Development; Technology Replacement & Enhancement; Seed Money for Site Strategic Plan Implementation; Music Program Equipment & Uniform Replacement; Emergency Response Plan; School Bus Replacement; and Mental Health Services. Patterson stated that the State of California’s Enacted Budget for 2015-16 is providing one-time unrestrictive funding for Local Education Agencies (LEAs). Funding can be spent on any educational purpose deemed by the school board, the State is applying it to offset its outstanding liability for LEAs prior years’ Mandated Cost Reimbursement Claims. Funding is estimated to be \$529 per prior year Period 2 (P-2) ADA. This revenue was included and adjusted in Budget Revision #1 approved by the Board of Trustees in August, but no expenditures were budgeted until an expenditure plan could be developed. At the October 21 and November 18, 2015 Board meetings, staff presented the proposed expenditure plans for these two funding sources. Based on Board input, funding has been allocated to sites for strategic planning and some funds have been allocated for mental health services. An additional \$270,000 has been allocated to sites (total \$540,000) and \$225,000 has been allocated for mental health services. The sum of these two changes have been reduced equally from the Technology and Professional Development allocations in years two and three. Patterson requested Board approval of the expenditure plan for use of one-time Mandated Cost Reimbursement funds for Education.

Board Comments: Wendy Lang asked if there were any grant monies available for replacement of buses, similar to the grant funding the District received a few years ago. Patterson responded that although the District is continuing to look for grant opportunities, currently there is no grant funding available in Placer County that the District is aware of. Lang also asked if the music program was available to grades 5 – 12. Patterson confirmed that that was the case. Todd Lowell asked which school sites were the pilot sites for this year for mental health services. Kathy Pon responded that 5 schools would be targeted for support using interns and several others for support with the facilitating social skills groups. Specific site selection will be happening in the near future (February). Pon also shared that interns will most likely be targeted for secondary schools and social skills groups would support sites where Positive Behavioral Interventions and Support (PBIS) is being implemented. Susan Halldin asked if the social/emotional funding included assistance for students with behavior support plans. Pon responded that the funding and interventions are for all students and could include students with IEPs. Greg Daley asked if teachers have been trained to provide support to students who are struggling socially/emotionally. Pon responded that the District is working in this direction and does have plans to provide training to teachers/staff to build capacity within our own staff that would work together with outside services. Wendy Lang reiterated the critical need to continue to communicate with parents and students to ensure that they are aware of services and staff available to them in times of emotional/social crisis.

A **MOTION** was made by Susan Halldin and seconded by Wendy Lang to approve the expenditure plan for the California State Budget One Time Funding for Education. Motion passed unanimously.

- 8.4 **HOLD PUBLIC HEARING AND ADOPT RESOLUTION NO. 15-16-12 TO RECEIVE A SEWER EASEMENT LOCATED AT LOT C AND FENWAY CIRCLE NORTH IN THE CITY OF ROCKLIN, FROM JOHN MOURIER CONSTRUCTION, INC. TO THE ROCKLIN UNIFIED SCHOOL DISTRICT** – Craig Rouse, Senior Director of Facilities and Operations, requested a public hearing and approval of Resolution 15-16-12 to receive a sewer easement located at Lot C and Fenway Circle in the City of Rocklin from John Mourier Construction, Inc. to Rocklin Unified School District.

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

A **MOTION** was made by Wendy Lang and seconded by Todd Lowell to approve Resolution 15-16-12 to receive a sewer easement located at Lot C and Fenway Circle in the City of Rocklin from John Mourier Construction, Inc. to Rocklin Unified School District. Motion passed by the following roll call vote: Student Representative – aye, Lowell – aye, Halldin – aye, Lang – aye, Daley – aye.

- 8.5 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR)** – Kathy Pon, Deputy Superintendent, Educational Services, presented Trustees with revisions to BP 6153 and AR 6153 on School Sponsored Trips and requested Board approval.

8.5.1 BP 6153 School Sponsored Trips – Revised

8.5.2 AR 6153 School Sponsored Trips – Revised

Board Comments: Greg Daley asked the reason for excluding Washoe County, NV, from Board approval for field trips. Kathy Pon stated that the decision was based on the routine number of field trips that travel to Washoe County as well as the close proximity to the District. Todd Lowell confirmed that all field trips, both in state and out of state, would continue to go through the standard approval process at the site and District administrative level. Pon responded that that was correct.

A **MOTION** was made by Todd Lowell and seconded by Wendy Lang to approve revision(s) to Board Policy 6153 and Administrative Regulation 6153 on School Sponsored Trips. Motion passed unanimously.

9.0 **INFORMATION AND REPORTS**

- 9.1 **STRATEGIC PLAN UPDATE** – Kathy Pon, Deputy Superintendent, Educational Services; Skott Hutton, Internal Facilitator; and Melanie Patterson, Program Specialist, Local Control Accountability Plan, shared with Trustees the Rocklin Unified School District's (RUSD) Strategic Plan Quarterly Update and progress towards outcomes. Staff shared that the RUSD Strategic Plan is now in its second year of implementation and highlighted work completed in Quarters 1-2 for the 2015-16 school year. The work highlighted by staff served as evidence that the strategic efforts identified in the activated plans continue to deepen and move the District forward. Staff reviewed the progress towards the outcomes described in the Strategic Plan objectives, including next steps and shared experiences from school site representatives. Amanda Makis, Principal Rocklin Elementary (RE); Josh Vandercamp, teacher and RE Strategic Planning Representative; Brian Arcuri, Principal Antelope Creek (AC) Elementary; and Sally VanWagner, teacher and AC Strategic Planning Representative, recently completed

their own site Strategic Planning process and shared their first hand experience with Trustees. The Board of Trustees also received information in the report that demonstrated a shift towards the District's overall positive progress on Strategic Plan objectives, including the next level of work identifying indicators, ratings and criteria for progress and improvement. As the important work continues on Strategic Planning across the District, Trustees will receive another update in June.

Board Comments:

Strategic Plan, Objective A, *"Each student will demonstrate continuous progress towards increasingly challenging academic goals."*

Greg Daley, stated his observation that in the report data, the District has seen a slight decrease of passing rates in Advanced Placement (AP) courses across all ethnic groups, and asked what District efforts are in sharing this data. Staff responded that Educational Services is intentional in taking this AP data to High School administration for review and response. Superintendent Stock also shared that Marty Flowers, Director of Secondary Programs and School Leadership, has reviewed the data and is actively monitoring AP course trends in efforts to identify areas of support (sharing this information with site Principals and site administration). Susan Halldin asked about if the passing rates stated in the report included all sub groups. Patterson responded that this was the case. Todd Lowell shared that since this is first year for Smarter Balanced testing (grades 3 – 8 and grade 11), does the District have data for each specific grade tested. Patterson responded that this was the case. Wendy Lang asked if the District tracked the number of students who chose not to take the AP tests as well as the reasons they didn't take the test(s) (ie: financial). Patterson stated that the District does have access to this data. Lang asked if the District had the same AP data for RICA and VHS. Patterson responded that currently this is not available.

Strategic Plan, Objective B, *"Each student will engage in authentic learning experiences."*

Todd Lowell asked Student Board Representative, Travis Elmont, to give his personal thoughts on Objective B. Elmont shared that the Career Technical Education (CTE) classes, and in particular the Energy Power and Business class (EPB) has been a great success on the Whitney High School campus, partly due to the teacher that is energetic and gives students real life experiences to use with what they are learning in a future career.

Strategic Plan, Objective C, *"Each student will find his/her passion as a learner."*

Todd Lowell asked Student Board Representative, Travis Elmont, to give his personal thoughts on Objective C and discovering "passion as a learner." Elmont stated that although this would be difficult to "measure," clubs are certainly helpful in getting students passionate about school and keeping them interested in attending. Elmont also shared the importance of excellent teachers who focus on how school can help students be successful "later in life."

Strategic Plan, Objective D, *"Each student will acquire skills to conquer challenges and build healthy relationships."*

Wendy Lang asked what, if any, resources are given to students who may be experiencing cyberbullying. Patterson responded that this issue is being addressed in programs such as Positive Behavior Interventions and Supports (PBIS), Leader in Me, kindness lessons at sites, as well as other avenues. Melody Thorson, Principal Ruhkala Elementary School, shared that as a Co-chair of the District's Rocklin Educational Technology Team (RETT), they have put together a curriculum module that is being used for cyber safety instruction and cyber ethics currently being implemented in K-6 classrooms across the District (curriculum is tailored by age group). Per request by Trustee Lang, RETT will share the website [commonsense.org] with all parents as a valuable resource. Superintendent Stock shared that in addition to the efforts mentioned above, Mike Fury, Chief Technology Office, recently hosted a regional Cyber Safety conference that will assist the District in its continued efforts to implement strategies to educate and protect students from cyberbullying.

Strategic Plan, Objective E: *“Each student will learn the value of contributing to the community through active participation.”*

Wendy Lang asked if there was a way high school students could report their community service hours electronically. Patterson responded that she will look into this option.

Final Board Comments:

Wendy Lang thanked all presenters for their hard work on the Strategic Plan and especially for the inclusion of input from a wide range of site staff, administration, students, parents, and community members. Lang stated that the cumulative feedback provided resulted in positive buy in and renewed the importance of why the District does the work it does. Superintendent Stock stated that the progress made in this “annual/quarterly update” is a significant milestone for the District and supports the comprehensive efforts and accountability in the critical work being done in moving the District forward. Susan Halldin shared her appreciation for the data measurements documented in the report highlighting the good work being done. Halldin stated she looks forward to a future Board workshop on Strategic Planning. Todd Lowell thanked all presenters who participated in the comprehensive Strategic Planning information reported. Travis Elmont shared that as a student, he was happy to see efforts being made in regards to cyberbullying.

- 9.2 TRANSITIONAL KINDERGARTEN (TK) AND KINDERGARTEN (K) PROGRAM UPDATE** – Kathy Pon, Deputy Superintendent, Educational Services, shared with Trustees an overview of the current Transitional Kindergarten, Kindergarten, and Full-day Kindergarten pilot programs and recommended changes for the 2016-2017 school year. RUSD has 29 kindergarten classes, and is currently piloting Full-day kindergarten at five sites: Sunset Ranch, Cobblestone, Sierra, Rocklin Elementary and Ruhkala. Based on results of parent and teacher surveys in response to the pilot, meetings with kindergarten teachers, and educational research, it was recommended to the Board that in 2016-17 all kindergarten classes be Full-day, providing ample time for academics as well as age appropriate VAPA, PE and developmental activities. RUSD currently has eight TK programs located at Rock Creek (RC), Parker Whitney (PW), Cobblestone (CS), Rocklin Elementary (RE) and Antelope Creek (AC) Elementary Schools. All eight programs offer an extended day schedule and reduced class size of 20:1. The programs at RE and CS were added in the 2015-2016 school year. Principal Melody Thorson, Ruhkala Elementary School, Nancy Bronte, Full Day Kindergarten Pilot Teacher, Sunset Ranch; and Gail Salata, Full Day Kindergarten Pilot Teacher, Ruhkala, shared their personal experiences and successes in the Full-day Kindergarten pilot program that they feel were so beneficial in the overall success and meeting the needs of the “whole child” both academically and socially.

Board Comments: Wendy Lang asked how Trustees can best support and communicate with parents who may have concerns regarding Full-day Kindergarten and the readiness of their child. Melody Thorson, Principal Ruhkala Elementary (piloting Full-day Kindergarten), responded that staff is always available to have open discussions with parents who may struggle with the idea or need assistance in developing a plan to help their child be successful in the transition of this new model. Lang also asked what the District’s limit was for Transitional Kindergarten (TK). Kathy Pon stated, that for the current year, the District filled nearly every TK spot, and in the case of future growth, the District is prepared to expand TK to Rocklin Elementary and/or Parker Whitney Elementary. Superintendent Stock shared that District continues to see families come in enthusiastic about registering for TK and Full-day Kindergarten, sharing an example last week where a family was welcomed into the District Office, after closing hours, to drop off registration paperwork and share their excitement about attending RUSD. Trustees thanked the Kindergarten teachers for taking the time to share their first hand experiences and valuable comments regarding the Full-day Kindergarten pilot program.

- 9.3 **GOVERNOR’S BUDGET UPDATE** – Barbara Patterson, Deputy Superintendent, Business and Operations shared with Trustees the Governor’s budget proposal for 2016-17 that was released on January 7, 2016.
- 10.0 **PENDING AGENDA** – No items were placed on the Pending Agenda at this time.
- 11.0 **CLOSED SESSION** – Closed session convened at 9:00 P.M. regarding the following matters:
- 11.1 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9
- 11.2 *Public employee discipline/dismissal/release pursuant* to Government Code section 54957
- 11.3 *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
- 12.0 **RECONVENE TO OPEN SESSION** – President Daley reconvened the meeting to open session.
- 13.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – The Board of Trustees voted to non-reelect a first year probationary teacher pursuant to Education Code section 44929.21. The vote was unanimous.
- 14.0 **ADJOURNMENT**– President Daley adjourned the meeting at 11:05 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
REGULAR MEETING 6:30 P.M.**

ATTENDANCE SIGN-IN SHEET

Wednesday, January 20, 2016

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Gina Galata	RU	galata@rocklin...
Nancy Brontel	SR	nbrontel@rocklin.k12.ca.us
Melroy Thorsen	RU principal	
AM Makos	RES principal	
Kristi Stort	RAFOS	
Judith	RES	
Sally Van Wagner	AC	
Summer Regina	City of Rocklin	
Barbara Drott	SE/AC	

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

CERTIFICATED/MANAGEMENT PERSONNEL REPORT

RESIGNATION/RETIREMENT:

1. Linda Billings, School Psychologist, Resignation 1/29/2016
2. Debra Hawkins, High School Principal, Whitney High School, Retirement 6/30/2016
3. Dorothy Sutter, Elementary Principal, Rock Creek Elementary, Retirement 6/30/2016
4. James Trimble, Elementary Principal, Sunset Ranch Elementary, Retirement 6/24/2016
5. Alek Ustaszewski, Industrial Technology Teacher, Whitney High School, Retirement 6/3/2016

REQUEST FOR LEAVE OF ABSENCE:

6. Halley Crandell, Dance Teacher, Whitney High School, 3/1/2016 through 5/16/2016
7. Katie Freitas, SDC Teacher, Twin Oaks Elementary, 2016-17

NEW HIRE/CHANGE IN 2015-16 CONTRACT:

8. Dian Dean, 1.0 FTE RSP Teacher, Antelope Creek, Sunset Ranch, Rocklin Independent Charter Academy, 1/19/16
9. Carolyn King, 0.90 FTE to 0.70 FTE School Psychologist, effective 2/1/2016
10. Kathryn Ragan, 1.0 FTE LA Teacher, Granite Oaks Middle School, 1/22/2016
11. Pamela Sparks, 1.0 FTE SDC Teacher, Valley View, 1/22/2016

CLASSIFIED PERSONNEL REPORT

RESIGNATIONS/RETIREMENT:

1. Bobbie Wheeler, Speech Language Pathology Assistant, Resignation, 12/16/15
2. Michelle Fitzhugh, Instructional Aide, Rock Creek Elementary, 1/26/16
3. Felicia Murphy, Special Ed Instructional Aide II, Antelope Creek, 1/8/16

LEAVE OF ABSENCE:

4. Simran Lalli, Special Ed Instructional Aide II, Whitney High School, 2/1/16—2/17/16
5. Daisy Maldonado, Instructional Aide ELL II, Sierra Elementary, 3/28/16—6/2/16

NEW HIRES FOR 2015-16:

6. ThuAnn Joe, Instructional Aide, Sunset Ranch Elementary, 1/13/16
7. Wolete Ritty, Special Ed Instructional Aide II, Rocklin High School, 1/21/16
8. Connie Frink, Nutrition Services Worker I, Cobblestone Elementary, 1/26/16
9. Nancy Turner, Special Ed Instructional Aide II, Antelope Creek Elementary, 1/22/16

RECLASSIFICATIONS/CHANGE IN HOURS:

10. Lindsay Carrier, Special Ed Instructional Aide II, Twin Oaks, Increase in hours, 1/4/16
11. Lisa Benoist, Instructional Aide, Cobblestone Elementary, Increase in hours, 12/26/15
12. Bernardine Lawrence, Instructional Aide, Cobblestone, Increase in hours, 12/26/15
13. Lori Hagosian, Special Ed Instructional Aide II, Sunset Ranch, Increase in hours, 1/18/16
14. Stacey Cronin, Special Ed Instructional Aide, Sunset Ranch, Increase in hours, 1/13/16
15. Kristina Hansen, Bus Driver, Transportation Department, Increase in hours, 1/11/16
16. Mariah Breckenridge, Bus Driver, Transportation Department, Increase in hours, 1/11/16
17. Fabiola Ceballos, Nutrition Services Worker I, Rocklin High School, Increase in hours, 1/26/16
18. Karen Long, Nutrition Services Worker I, Granite Oaks Middle School, Increase in hours, 1/26/16

**ROCKLIN UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

- 19. Keith Dias, Bus Driver, Transportation Department, Decrease in hours, 1/11/16
- 20. Mike Booth, Bus Driver, Transportation Department, Increase in hours, 1/18/16
- 21. Lindsay Carrier, Special Ed Instructional Aide II, Twin Oaks, Decrease in hours, 1/7/16
- 22. Helen Murray, Special Ed Instructional Aide I, Twin Oaks, Decrease in hours, 1/4/16
- 23. Tracy Cowan Popp, Special Ed Instructional Aide I, Twin Oaks, Increase in hours, 1/4/16

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

Item 7.4
CONSENT
February 3, 2016

SUBJECT: Approve 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 donations, revenues from CA Technology voucher program, lottery, Medi-Cal reimbursement programs, increase in health benefit premium cap amount and implementation of Column VI on the salary schedule for RTPA members, PCOE special education billback, expenditure plans for Educator Effectiveness Funds, one-time mandated cost reimbursement funding Year 1, teacher substitute rate increase, capital projects and salary and benefit adjustment due to vacancies, turnover and changes in FTE.

Also included are budget revisions for the State on California's contribution to CalSTRS on behalf of LEA employees, ERATE & California Teleconnect Fund (CTF) programs and changes in accounting guidelines.

Major changes in other funds are increases in developer fee revenue and capital project expenses.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

Current year: General Fund (\$3,925,764), Charter Fund \$29,537, Cafeteria Fund \$58,207, Deferred Maintenance (\$45,762), Developer Fees \$705,980, Special Reserve for Capital Outlay Projects (\$1,279), Mello-Roos Capital Projects \$9,975.
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: [X] Consent Calendar [] Action Item [] Information Item

Packet Information:

Budget revisions are included in the agenda packet.

Recommendation:

Staff recommends approval of the budget revisions.

Rocklin Unified School District
Budget Revision #3
February 3, 2016

FUND 01 - GENERAL FUND		
Beginning Excess of Revenues over Expenditures		\$ 8,903,747
Revenues		
Increase in LCFF (increase in 7.41 ADA and 0.45% Gap increase)	\$ 112,045	
Increase for STRS on-behalf contribution	3,055,053	
Increase in mandated block grant based on entitlement	2,293	
Increase in salary abatement	22,499	
Increase for e-rate and CTF - phone and internet credits (due to change in accounting treatment)	117,520	
Decrease in 1x mandated cost reimbursement (\$530 vs. \$529 per ADA)	(18,093)	
Increase in Clean Energy Jobs Act based on entitlement	259,780	
Decrease for charter interagency services	(2,918)	
Increase for Medi-cal Admin Activities revenue	41,910	
Increase in unrestricted lottery, (using actual 14/15 ADA and increase in rate from \$128 to \$140)	133,750	
Increase restricted lottery (14/15 actual ADA and rate increased from \$34 to \$41)	75,300	
Increase for Title I entitlement	2,798	
Increase in Special Ed IDEA MHS funding	16,662	
Decrease for Title II entitlement	(3,932)	
Decrease for Title III entitlement	(7,797)	
Increase in Medi-Cal Billing Option receipts	7,987	
Increase in special ed state apportionment	33,236	
Decrease for special ed interagency services and PCOE funds	(64,645)	
Increase for workability program	1,704	
Increase for ROP interagency services	1,010	
Increase for Sierra College CTE Grant	15,600	
Increase for CA Technology voucher program	179,923	
Increase for transportation billings for field trip	10,730	
Increase in local restricted donations	87,021	
Increase in local unrestricted donations	31,165	
Increase in miscellaneous revenues	15,260	
Total Increase in Revenues	<u>4,125,861</u>	
Transfers In		
Transfer from Fund 40 for timer in board room		1,279
Total Increase in Revenues and Transfers In		<u>\$ 4,127,140</u>
Expenditures		
Increase in health and welfare benefit cap for RTPA	\$ 1,039,259	
Increase in salaries and benefits for RTPA column VI final implementation	490,431	
Increase in salaries and benefits for certificated substitutes (rate increase approx. 25%)	96,582	
Increase in salaries and benefits for principal substitute costs	53,736	
Decrease in OPEB costs due to change in rate (decreased by 0.05%)	(47,757)	
Net increase for change in salary and benefits, substitutes and vacancy savings	261,879	
Increase for STRS on-behalf contribution	3,055,053	
Increase for one time mandated cost reimbursement- year 1 expenditure plan	2,300,677	
Increase for educator effectiveness one time funds- year 1 expenditure plan	264,906	
Increase for WHS solar/PG&E utility cost true-up	30,100	
Decrease for WHS solar inverter project	(35,069)	
Increase for energy management contract and energy audit	26,978	
Increase in legal fees	18,650	
Increase for CA Technology voucher program	179,923	
Eliminate credits for e-rate and CTF - phone and internet (due to change in accounting treatment)	116,360	
Increase in local unrestricted donations	33,203	
Increase in local restricted donations	83,072	
Increase for transportation field trip costs	10,730	
Decrease in Title II supplies and materials	(60,755)	
Increase for school safety resource guides and software licensing	8,137	
Increase for Medi-cal Admin Activities expenses	22,206	
Increase for tuition payments to PCOE (current year billback net of prior year adjustments)	104,796	
Increase for RHS Prop 39 lighting and HVAC projects	33,469	
Decrease for RHS Prop 39 lighting retrofit utility rebates	(64,204)	
Increase for WHS Synthetic Turf/Track design costs	24,800	
Decrease in miscellaneous expenses	5,742	
Total Increase in Expenditures	<u>8,052,904</u>	
Revised Excess of Revenues over Expenditures		<u>\$ 4,977,983</u>
Revised Beginning Fund Balance		<u>12,261,188</u>
Revised Ending Fund Balance		<u>\$ 17,239,171</u>

Rocklin Unified School District
Budget Revision #3
February 3, 2016

FUND 25 DEVELOPER FEES		
Beginning Excess of Expenditures over Revenues		\$ (1,990,401)
Revenues		
Increase in expected developer fee revenue		<u>750,000</u>
Expenditures		
Decrease in stipends and benefits for car allowance savings	\$ (188)	
Increase for district office modernization project	44,000	
Increase for mileage reimbursement	245	
Decrease for change in OPEB rate	<u>(37)</u>	
Total Increase in Expenditures		<u>44,020</u>
Revised Excess of Expenditures over Revenues		\$ (1,284,421)
Revised Beginning Fund Balance		<u>5,147,740</u>
Revised Ending Fund Balance		\$ <u>3,863,319</u>

FUND 40 SPECIAL RESERVE FOR CAPITAL OUTLAY PROJECTS		
Beginning Excess of Expenditures over Revenues		\$ (6,308)
Transfers Out		
Transfer for the timer in the board room to Fund 01		<u>1,279</u>
Revised Excess of Expenditures over Revenues		\$ (7,587)
Revised Beginning Fund Balance		<u>119,879</u>
Revised Ending Fund Balance		\$ <u>112,292</u>

FUND 49 MELLO-ROOS CAPITAL PROJECTS		
Beginning Excess of Expenditures over Revenues		\$ (1,710,209)
Revenues		
Increase in interest revenue		<u>10,000</u>
Expenditures		
Decrease in stipends and benefits for car allowance savings	\$ (188)	
Decrease for change in OPEB rate	(32)	
Increase for mileage reimbursement	<u>245</u>	
Total Increase in Expenditures		<u>25</u>
Revised Excess of Expenditures over Revenues		\$ (1,700,234)
Revised Beginning Fund Balance		<u>15,900,057</u>
Revised Ending Fund Balance		\$ <u>14,199,823</u>

Rocklin Unified School District
Budget Revision #3
February 3, 2016

FUND 09 CHARTER SCHOOL		
Beginning Excess of Revenues over Expenditures		\$ 202,775
Revenues		
Increase in LCFF funding (increase in lieu taxes and 3 ADA)	\$ 24,396	
Increase unrestricted lottery (14/15 actual ADA and rate increased from \$128 to \$140)	2,953	
Increase restricted lottery (14/15 actual ADA and rate increased from \$34 to \$41)	2,133	
Increase for CA Technology Voucher Program	3,702	
Increase for STRS on-behalf contribution	35,602	
Decrease in one time mandated cost reimbursement	(94)	
Total Increase in Revenues		68,692
Expenditures		
Increase in substitute and aide salaries and benefits	\$ 1,485	
Increase for STRS on-behalf contribution	35,602	
Decrease in site purchases	(1,634)	
Increase for CA Technology Voucher Program	3,702	
Total Increase in Expenditures		39,155
Revised Excess of Revenues over Expenditures		\$ 232,312
Revised Beginning Fund Balance		119,542
Revised Ending Fund Balance		\$ 351,854

FUND 13 CAFETERIA		
Beginning Excess of Revenues over Expenditures		\$ 29,507
Revenues		
Increase for new food service agreement with PCOE - Pathways	\$ 10,840	
Decrease in federal and state reimbursement program	(23,000)	
Increase for salary abatement	575	
Total Decrease in Revenues		(11,585)
Expenditures		
Decrease in salaries and benefits	\$ (6,890)	
Decrease in cafeteria food costs	(65,400)	
Increase for conferences	3,000	
Increase in equipment repairs and vehicle services	2,405	
Decrease in indirect costs	(2,907)	
Total Decrease in Expenditures		(69,792)
Revised Excess of Revenues over Expenditures		\$ 87,714
Revised Beginning Fund Balance		595,611
Revised Ending Fund Balance		\$ 683,325

FUND 14 DEFERRED MAINTENANCE		
Beginning Excess of Revenues over Expenditures		\$ 173,186
Expenditures		
Increase for network equipment upgrades at AC	\$ 2,492	
Increase for phone system replacement at AC	13,367	
Increase for multi-purpose lighting at PW	14,955	
Increase for electric feed repair at RC	14,948	
Total Increase in Expenditures		45,762
Revised Excess of Revenues over Expenditures		\$ 127,424
Revised Beginning Fund Balance		1,285,693
Revised Ending Fund Balance		\$ 1,413,117

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Contract with Sierra Joint Community College District for Services Related to Consultant work for Rocklin High School CTE Program in Advanced Manufacturing

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Sierra College was awarded a \$10,000 mini-grant from California Community College Chancellor's Office grant funds for Dan Frank, Rocklin High School teacher, to develop a high school instructional course relating to the use of a CNC Plasma cutter in his classroom at Rocklin High School.

Under the terms of this agreement, consultant Rocklin Unified School District/Dan Frank, will prepare five project-based units of instruction based on the use of CNC Plasma. Industry partner(s) will contribute and provide faculty professional development. The five units will be embedded into existing Engineering Support Technologies courses at Rocklin High School and will build on previous knowledge and skills. This spiraling effect will allow students to revisit, strengthen and expand their existing skills in programming, setup and operation of industry critical equipment.

Through these units, students will be able to:

- 1) Define, describe and identify the parts of a CNC plasma table
- 2) Identify the key variables associated with machine programming and operation
- 3) Program a CNC plasma table using a variety of source file formats
- 4) Setup a plasma table for operation
- 5) Safely operate a CNC plasma table
- 6) Troubleshoot quality issues that can occur on a CNC plasma table

Status:

Staff recommends approval of the contract with Sierra Joint Community College District for services related to consultant work for Rocklin High School CTE Program in Advanced Manufacturing.

Presenter(s):

Kathy Pon Ed. D., Deputy Superintendent, Educational Services

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

Jordan White, Coordinator of State and Federal Programs

Allotment of Time:

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

Packet Information:

Contract/Consultant Agreement with Sierra College

Recommendation:

Staff recommends approval of the of the Contract with Sierra Joint Community College District for Services Related to consultant work for Rocklin High School CTE Program in Advanced Manufacturing

CONSULTANT AGREEMENT
between

SIERRA JOINT COMMUNITY COLLEGE DISTRICT

and

ROCKLIN UNIFIED SCHOOL DISTRICT/DAN FRANK

AGREEMENT is made this 7th day of January, 2016, by and between Sierra Joint Community College District (hereafter referred to as "DISTRICT"), and Rocklin Unified School District/Dan Frank (hereafter referred to as "CONSULTANT").

In consideration of the mutual promises contained in this document, the DISTRICT and CONSULTANT agree as follows:

1. **SCOPE OF WORK.** CONSULTANT will perform the services described on Schedule A – Statement of Work attached to this Agreement. CONSULTANT may determine the methods, details and means of performing the services. The DISTRICT shall not have the right to, and shall not, control the manner or determine the method by which CONSULTANT accomplishes these services.
2. **TERM.** The term of this Agreement shall commence on February 3, 2016 and end on June 30, 2016.
3. **PAYMENT.** For satisfactory performance of the Statement of Work described in the attached Schedule A, the DISTRICT shall pay CONSULTANT the fees for services provided for in the attached Schedule B - Fees for Service. Payment shall be made within thirty (30) days after the DISTRICT's receipt and approval of CONSULTANT's statement of services and costs, prepared in such form and detail as the DISTRICT may specify. CONSULTANT shall not incur costs for performance of services in excess of \$10,000 without the prior written authorization of the DISTRICT's Vice President of Administrative Services.
4. **INDEPENDENT CONTRACTOR STATUS.** In performing services under this Agreement, CONSULTANT shall be deemed an independent contractor and shall not act as nor be an agent or employee of the DISTRICT. As an independent contractor, CONSULTANT will be solely responsible for determining the means and methods for performing the services described in Schedule A. All of CONSULTANT's activities will be at its own risk and CONSULTANT is hereby given notice of responsibility for arrangements to guard against physical, financial, and other risks as appropriate.
5. **STANDARD OF SERVICES.** CONSULTANT agrees to perform the services with that standard of professional care, skill, and diligence normally provided in the performance of similar services.
6. **OWNERSHIP OF MATERIALS AND REPORTS.** Except as specifically authorized by the DISTRICT in writing, all materials produced under this Agreement shall be the property of the District to reproduce, distribute, modify and use in any manner desired by the DISTRICT.
7. **CONFIDENTIAL INFORMATION.** CONSULTANT acknowledges that it may be necessary for DISTRICT to disclose certain confidential and proprietary information to CONSULTANT in order for CONSULTANT to perform duties under this Agreement. CONSULTANT acknowledges that any disclosure to any third party or any misuse of this proprietary or confidential information may irreparably harm the DISTRICT. Accordingly, CONSULTANT will not disclose or use, either during or after the term of this Agreement, any proprietary or confidential information of the DISTRICT without the DISTRICT's prior written permission.
8. **TERMINATION.** Either the DISTRICT or CONSULTANT may terminate performance under this Agreement at any time by notifying the other party in writing. In the event of early termination, CONSULTANT shall be paid for work performed to the date of termination. The DISTRICT may then proceed with the work in any manner the DISTRICT deems proper.

9. DELAYS. CONSULTANT shall notify the DISTRICT promptly of any expected delay in performance of services. However, CONSULTANT shall not be liable for delays in performance beyond reasonable control.
10. TAXES. CONSULTANT agrees that CONSULTANT has no entitlement to any future work from the DISTRICT or to any employment or fringe benefits from the DISTRICT. Payments to the CONSULTANT pursuant to this agreement will be reported to Federal and State taxing authorities as required. DISTRICT will not withhold any money from CONSULTANT's compensation for payment of taxes or benefits. In particular, DISTRICT will not withhold FICA (social security); state or federal unemployment insurance contributions, state or federal income tax or disability insurance premiums. CONSULTANT is independently responsible for the payment of all applicable taxes.
11. COMPLIANCE WITH LAW. CONSULTANT agrees to perform the services contemplated by this agreement in a professional and competent manner and in compliance with all State and Federal laws or regulations governing the services to be rendered pursuant to this Agreement.
12. LICENSES. CONSULTANT represents that CONSULTANT and all agents and employees of CONSULTANT are properly licensed by the State of California to perform all of the services, which CONSULTANT has agreed to render pursuant to this Agreement.
13. NOTICES. All notices and other communications pertaining to this AGREEMENT shall be in writing and shall be deemed to have been given by a party hereto if personally delivered to the other party or if sent by certified mail, return receipt requested. A notice sent by certified mail shall be deemed to be given on the third business day after the mailing date. All notices or communications between DISTRICT and CONSULTANT pertaining to this AGREEMENT shall be addressed as shown below:

DISTRICT:

Sierra Joint Community College District
Vice President of Administrative Services
5000 Rocklin Road
Rocklin, CA 95677

CONSULTANT:

Rocklin Unified School District
2615 Sierra Meadows Drive
Rocklin CA 95677

14. CHANGE NOTICE. The DISTRICT may at any time, through a written Change Notice to this Agreement by the DISTRICT's Vice President of Administrative Services, make changes within the scope of work or period of performance of this Agreement. CONSULTANT and DISTRICT's Vice President of Administrative Services shall negotiate an equitable adjustment, if appropriate, in the terms of this Agreement to cover any such change. No payment for extras shall be made unless such are performed pursuant to a written Change Notice.
15. INDEMNITY. CONSULTANT agrees to defend, indemnify, and hold harmless the DISTRICT, its officers, agents, employees, and volunteers from all losses, costs, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising out of activities of the CONSULTANT, its subcontractors, or those of any of its officers, agents, or employees, whether such act is authorized by this Agreement or not; and CONSULTANT shall pay for any and all damages to the property of the DISTRICT, or loss or theft of such property, done or caused by such persons. DISTRICT assumes no responsibility whatsoever for any property placed on the premises. CONSULTANT further agrees to waive all rights of subrogation against the DISTRICT. The provisions of the Article do not apply to any damage or losses caused solely by the negligence of the DISTRICT or any of its agents or employees.

16. **INSURANCE**. The CONSULTANT, at the CONSULTANT's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies:
- a. The CONSULTANT shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, the CONSULTANT shall require any and every subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. This provision shall not apply if the CONSULTANT has no employees performing work under this Agreement.
 - b. The CONSULTANT shall maintain commercial general liability insurance in an amount of not less than one million dollars (\$1,000,000) per occurrence and one million dollars (\$1,000,000) aggregate for bodily injury, personal injury, and property damage.
 - c. The CONSULTANT shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the CONSULTANT arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than three hundred thousand dollars (\$300,000) combined single limit for each occurrence. If CONSULTANT or CONSULTANT's employees will use personal autos in any way on this project, CONSULTANT shall obtain evidence of personal auto liability coverage for each such person.
 - d. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the DISTRICT. At the DISTRICT's option, the CONSULTANT shall demonstrate financial capability for payment of such deductibles or self-insured retentions.
 - e. Certificates of Insurance. The CONSULTANT shall provide certificates of insurance with original endorsements to the DISTRICT as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the DISTRICT on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the DISTRICT at all times during the term of this Agreement. The CONSULTANT shall provide written evidence of current automobile coverage to comply with the automobile insurance requirement.
 - f. Endorsements. Each general liability and automobile liability insurance policy shall be issued by insurers possessing a Best's rating of no less than A-:VII. Each general liability insurance policy shall be endorsed with the specific language naming the DISTRICT as an additional insured.
 - g. Failure to Procure Insurance. Failure on the part of the CONSULTANT to procure or maintain required insurance shall constitute a material breach of contract under which the DISTRICT may terminate this Agreement.
17. **MERGER CLAUSE**. This Agreement, including the Schedules attached hereto and incorporated herein by reference, constitutes the sole Agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement or specification set forth in this body of the Agreement conflicts with or is inconsistent with any term, condition, provision, requirement or specification in any schedule, exhibit and/or attachment to this Agreement, the provisions of this body of the Agreement shall prevail.
18. **SEVERABILITY**. If any provision of this Agreement or any portion thereof is held to be invalid and unenforceable, the balance of this Agreement shall nevertheless remain in full force and effect.
19. **ASSIGNMENT**. Neither CONSULTANT nor DISTRICT may assign or transfer any interest in this Agreement without the prior written consent of the other party.
20. **ENTIRE AGREEMENT**. This Agreement and any attached Schedules constitutes the entire agreement and understanding by and between the parties with respect to its subject matter. This

Agreement supersedes any other prior agreements, and shall be governed by the laws of the State of California.

21. **AMENDMENT.** The term of this Agreement shall not be amended in any manner whatsoever, except by written agreement signed by the parties.

22. **REPORTING REQUIREMENTS FOR CALPERS and CALSTRS.** Complete the following:

Have you ever been a member of CalPERS or CalSTRS? Yes No

If 'Yes', name of agency employed by _____

Dates of agency employment _____

Are you a retired annuitant? Yes No


Hours to be worked under this contract _____

Failure to respond to above questions will result in District notifying CalPERS/CalSTRS of a potential reportable event.

IN WITNESS THEREOF, the parties have executed this Agreement of the day and year above written.

Validity of the contract is dependent upon formal approval by the Governing Board per Education Code Section 81655.

By signing this agreement, Consultant acknowledges that the District, as an institution, does not advise on any CalPERS or CalSTRS personal situations, nor income tax requirements or issues. Consultant is strongly encouraged to seek professional tax advice for personal income tax questions and assistance and consult directly with CalPERS or CalSTRS if Consultant is an enrolled member or retiree prior to executing this contract. Vendors and employees are solely responsible for fully investigating any potential impact on their status with CalPERS or CalSTRS if contracting with the District. Use of any information from the District website or any other web site referred to is for general information only and does not represent retirement system advice or personal tax advice either expressed or implied.

DISTRICT		CONSULTANT	
Sierra Joint Community College District		Rocklin Unified School District	
Signature:		Signature:	_____
Name & Title:	Chris Yatooma, Vice President of Administrative Services	Name & Title:	Roger Stock, Superintendent
Date:	1/29/16	Date:	_____
Address:	5000 Rocklin Road Rocklin, CA 95677	Address:	2615 Sierra Meadows Drive Rocklin CA 95677
Phone:	(916) 660-7600	Phone:	916-624-2428

SCHEDULE A - STATEMENT OF WORK

This sets forth the objectives to be reached in accordance with the Agreement.

The CONSULTANT, Rocklin Unified School District/Dan Frank will:

Prepare five project-based units of instruction based on the use of CNC Plasma. Industry partner(s) will contribute and provide faculty professional development. The five units will be embedded into existing EST courses at Rocklin High School, and will build on previous knowledge and skills. This spiraling effect will allow students to revisit, strengthen and expand their existing skills in programming, setup and operation of industry critical equipment.

Through these units, students will be able to (Student Learning Outcomes):

- 1) Define, describe and identify the parts of a CNC plasma table
- 2) Identify the key variables associated with machine programming and operation
- 3) Program a CNC plasma table using a variety of source file formats
- 4) Setup a plasma table for operation
- 5) Safely operate a CNC plasma table
- 6) Troubleshoot quality issues that can occur on a CNC plasma table

The DISTRICT's technical representatives under this agreement shall be (if applicable):

President
Vice President of Instruction
Vice President of Administrative Services

William H. Duncan IV
Dr. Debra Sutphen
Chris Yatooma

SCHEDULE B – FEES FOR SERVICES

This sets forth the fees for services payable by the DISTRICT to CONSULTANT in accordance with the terms set forth in the Agreement:

Fees for Curriculum Development Services (includes all travel expenses)	\$10,000
Total	\$10,000

Monthly invoices may be submitted to Carol Pepper-Kittredge, Center of Applied Competitive Technologies, Sierra Joint Community College District, 5000 Rocklin Road, Rocklin, CA 95677.

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 7.6
CONSENT
February 3, 2016

BOARD AGENDA BRIEFING

SUBJECT: Approve Contract for Counseling Services

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The Board approved funds at their January meeting to address the increased need for mental health services for District students. The following is one of two contracts for direct services, to be piloted beginning mid-February. The second contract, through PCOE for facilitation of social skills groups at additional sites, will be presented at a later time. The District's goal is to use this pilot and first year to develop a long-term plan that includes building internal capacity for this work.

Status:

The District has contracted with *The Place Within Counseling Center Education Services: Wellness Together Program* to provide services of school based therapist interns at five sites in RUSD. The consultant will provide clinical supervision required for each intern's professional hours, administration of student records and permissions in accordance with HIPPA regulations, cognitive based therapy for individuals and groups, community referrals as appropriate, and will collect and share aggregate data to evaluate program effectiveness.

Presenter(s):

Kathy Pon, Deputy Superintendent, Educational Services

Financial Impact:

Current year: Not to exceed \$57,831.00
Future years: Ongoing costs for 2016-17, if this contract is continued
Funding source: 1x Funds

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:

District Contract and Agreement for Services of Counseling Consultant

Recommendation:

Staff recommends Board approval of the contract with *The Place Within Counseling Center Education Services: Wellness Together Program*.

**ROCKLIN UNIFIED SCHOOL DISTRICT
CONTRACT FOR OUTSIDE SERVICES OR CONSULTANTS**

THIS AGREEMENT, made this 3rd day of February, 2016, by and between the Rocklin Unified School District, in Placer County, State of California, hereinafter called "DISTRICT", and The Place Within Counseling Center Education Services: Wellness Together Program, a duly qualified consultant or contractor in the areas of Counseling,, hereinafter called "CONTRACTOR."

The DISTRICT and CONTRACTOR hereby agree as follows:

1. Description of Services:

CONTRACTOR agrees to provide the following services to DISTRICT:

Services for five Interns to execute supplementing counseling services for district students under the supervision/administration of The Place Within Counseling Center Education Services: Wellness Together Program staff. (See 1.0)

2. Contract Documents:

The contract documents consist of this Contract, the General Provisions, any specifications, drawings, and/or general conditions, attachments, and completed insurance forms.

3. Compensation:

As full compensation for all services contemplated by this Contract, CONTRACTOR shall be recompensed as follows:

Contract Price: Total not to exceed \$57,830.75. (See 2.0)

4. Contract Term:

The term of this Contract shall be from February 16, 2016 to June 2, 2016 inclusive, subject to the provisions of Section 7 of the General Provisions.

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the day and year first written above.

By:

Barbara Patterson
Deputy Superintendent
Business & Operations

Rocklin Unified School District
2615 Sierra Meadows Drive
Rocklin, California 95677

Phone: (916) 624-2428
Facsimile: (916) 624-7246

By:



Authorized Signature
The Place Within Counseling Center Director of Education Services
Company Name Title
720 Sunrise Boulevard, Suite D115
Address
Roseville CA 95843
City State Zip Code

Phone: (916) 251-9707
Facsimile: N/A

Marlon Morgan

Print Name

Director of Education Services

Title

95843

Zip Code

ROCKLIN UNIFIED SCHOOL DISTRICT
Outside Services or Consultants Contract
General Provisions

1. **ASSIGNMENT/DELEGATION:** Neither party hereto shall assign, sublet or transfer any interest in this Agreement or any duty hereunder without written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.
2. **STATUS OF CONTRACTOR:** The parties intend that CONTRACTOR, in performing the services herein specified, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. CONTRACTOR is not to be considered an agent or employee of DISTRICT and is not entitled to participate in any pension plans, insurance, bonus or similar benefits DISTRICT provides its employees.
3. **INDEMNIFICATION:**
 - (a) CONTRACTOR agrees to accept all responsibility for loss or damage to any person or entity, and to defend, indemnify, hold harmless and release DISTRICT, its officers, agents and employees, from and against any and all actions, claims, damages, disabilities or expenses including attorney's fees and witness costs that may be asserted by any person or entity, arising out of or in connection with the tortious acts or errors or omissions of CONTRACTOR hereunder, whether or not there is concurrent passive or active negligence on the part of DISTRICT, but excluding liability due to the sole negligence or willful misconduct of DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONTRACTOR or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.
 - (b) CONTRACTOR shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with contractor's performance hereunder.
4. **INSURANCE:** With respect to the performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors to maintain insurance as described below:
 - (a) Workers' compensation insurance with statutory limits as required by the Labor Code of the State of California. Said policy shall be endorsed with the following specific language: "this policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT."
 - (b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage utilizing an occurrence policy form, in an amount no less than \$1,000,000 combined single limit for each occurrence. Said insurance shall include, but not be limited to: premises and operations liability, independent contractor's liability, and personal injury liability.
 - (c) Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles.
 - (d) Each said comprehensive or commercial general liability and automobile liability insurance policy shall be endorsed with the following specific language:
 - (1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.
 - (2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

General Provisions

- (3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.
- (4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.

(e) Professional Liability (Errors and Omissions) Insurance for all activities of the CONTRACTOR arising out of or in connection with this Agreement is an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT."

(f) Documentation:

The following documentation shall be submitted to the DISTRICT:

Properly executed Certificates of Insurance clearly evidencing all coverage's, limits, and endorsements required above. Said certificates shall be submitted prior to the execution of this Agreement.

Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this Agreement.

Upon DISTRICT'S written request, certified copies of insurance policies. Said policy copies shall be submitted within thirty (30) days of DISTRICT'S request.

(g) Policy Obligations:

CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.

(h) Material Breach:

If CONTRACTOR, for any reason, fails to maintain insurance coverage, which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. DISTRICT, at its sole option, may terminate this Agreement and obtain damages from the CONTRACTOR resulting from said breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONTRACTOR, County may deduct from sums due to CONTRACTOR any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.

5. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS AN MAKING PAYMENTS: All notices, bills and payments shall be made in writing and may be given by personal delivery or by mail. Notice, bills an payments sent by mail shall be addressed as follows:

DISTRICT:

ATTN: ACCOUNTS PAYABLE DEPARTMENT
Rocklin Unified School District
2615 Sierra Meadows Drive
Rocklin, CA 95677

Reference: District Contract Number/Purchase Order Number
for identification of all invoices pending payment.

CONTRACTOR:

The Place Within Counseling Center

720 Sunrise Boulevard, Suite D115

Roseville, CA 95843

General Provisions

and when so addressed, shall be deemed given upon receipt via United States Mail, postage prepaid, provided it is forwarded "certified," or "registered" with proof of receipt. In all other instances, notices, bills, and payments shall be deemed given at the time of actual personal delivery. Changes may be made in names and addresses of the person to whom notices, bills and payments are to be given by giving notice pursuant to this paragraph.

Note: Federal Internal Revenue regulations require this office to report all payments to individuals for consultant services.

6. **MERGER:** This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
7. **TERMINATION:**
 - (a) DISTRICT may terminate this Agreement by giving thirty (30) calendar days written notice to CONTRACTOR. In the event DISTRICT elects to terminate the Agreement without cause, it shall pay CONTRACTOR for services rendered to such date.
 - (b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the Agreement, either party may terminate this Agreement by giving written notice of such termination, stating the reason for such termination. In such event, CONTRACTOR shall be entitled to receive payment for all services satisfactorily rendered provided, however, that there shall be deducted from such amount the amount of liquidated damage, if any, sustained by DISTRICT by virtue of any breach of the Agreement by CONTRACTOR.
8. **TRANSFER OF RIGHTS:** CONTRACTOR assigns to DISTRICT all rights throughout the work in perpetuity in the nature of copyright, trademark, and patent, right to ideas in and to all versions. CONTRACTOR agrees to take such actions as are necessary to protect the rights assigned to DISTRICT in this Agreement, and to refrain from taking any action which would impair these rights. CONTRACTOR responsibilities under this contract include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as CONTRACTOR may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of DISTRICT.
9. **NONDISCRIMINATION:** CONTRACTOR shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated by this reference.
10. **EXTRA (CHANGED) WORK:** Any scope of service or contract revisions will require prior written approval. These approved changes must be supported on a district change order. Failure of the CONTRACTOR to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work and the CONTRACTOR thereafter shall be entitled to no compensation whatsoever for the performance of such work.
11. **CONFLICT OF INTEREST:** CONTRACTOR represents that it presently has no interest which would conflict in any manner or degree with the performance of services contemplated by this Agreement. CONTRACTOR further represents that in the performance of this Agreement, no person having such interest will be employed.

General Provisions

12. **OWNERSHIP OF WORK PRODUCT:** DISTRICT shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any design computations, plans, correspondence or other pertinent data and information gathered or computed by CONTRACTOR prior to termination of this Agreement by DISTRICT or upon completion of the work pursuant to this Agreement.
13. **ATTORNEY'S FEES:** In the event either party brings an action or proceeding for damages arising out of the other's performance or to establish the right or remedy of either party under this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and costs as part of such action or proceeding, including non-reimbursable litigation expenses such as expert witness fees and investigation expenses. No lawsuit pertaining to any matter arising out of or under this Agreement shall be instituted in any state other than California.
14. **CONTRACTOR'S WARRANTY:** DISTRICT has relied upon the professional ability and training of CONTRACTOR as a material inducement to enter into this Agreement. CONTRACTOR hereby warrants that all its work will be performed in accordance with generally accepted professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of CONTRACTOR'S work by DISTRICT shall not operate as a waiver or release.
15. **TAXES:** CONTRACTOR agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this Agreement. In case DISTRICT is audited for compliance regarding any applicable taxes, CONTRACTOR agrees to furnish DISTRICT with proof of payment of taxes on those earnings.
16. **DUE PERFORMANCE:** Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may, in writing, demand adequate assurance of due performance and until such written assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received.
17. **NO THIRD-PARTY BENEFICIARIES:** There are no intended third-party beneficiaries of this Agreement.
18. **NO WAIVER OF BREACH:** The waiver by DISTRICT of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.
19. **FINGERPRINTING:** By execution of this Contract, the CONTRACTOR acknowledges that Education Code Section 45125.1 applies to contracts for the provision of school and classroom janitorial, school site administrative, school site grounds and landscape maintenance, pupil transportation and school site food-related services. Section 45125.1 requires that employees of entities providing such services to school districts must be fingerprinted by the California Department of Justice for a criminal records check, unless the DISTRICT determines that the CONTRACTOR and CONTRACTOR'S employees will have limited contact with pupils. In making this determination, the DISTRICT will consider the totality of the circumstances, including factors such as the length of time the CONTRACTOR and CONTRACTOR'S employees will be working, and whether the CONTRACTOR and CONTRACTOR'S employees will be alone or with others. The DISTRICT further reserves the right to determine, on a case-by-case basis, to require any entity providing school site services to comply with the requirements of this paragraph.

General Provisions

(a) DISTRICT Determination of Fingerprinting Requirement Application

The DISTRICT has considered the totality of the circumstances concerning the Project and has determined that the CONTRACTOR and CONTRACTOR'S employees:

X are subject to the fingerprinting requirements of Education Code Sections 45125.1 and Paragraph (b) below is applicable.

_____ are not subject to the fingerprinting requirements of Education Code Section 45135.1 and Paragraph (c) below, is applicable

(b) If the DISTRICT has determined that fingerprinting is required, the CONSULTANT expressly acknowledges that: (1) CONTRACTOR and all of CONTRACTOR'S employees working on the school site must submit or have submitted fingerprints in a manner authorized by the Department of Justice, together with the requisite fee as set forth in Education code Section 45125.1; (2) CONTRACTOR shall not permit any employee to come in contact with students until the Department of Justice has ascertained that the employee has not been convicted of a serious or violent felony; (3) CONTRACTOR shall certify in writing to the Governing Board of the DISTRICT that none of its employees who may come in contacts with students have been convicted of a serous or violent felony; and (4) CONTRACTOR shall provide to the Governing Board of the DISTRICT a list of names of its employees who may come in contact with students. The CONTRACTOR is required to fulfill these requirements at its own expense.

(c) Even if the DISTRICT has determined that fingerprinting is not required, the CONTRACTOR expressly acknowledges that the following conditions shall apply to any work performed by the CONTRACTOR an/or CONTRACTOR employees on a school site: (1) CONTRACTOR and Consultant's employees shall check in with the school office each day immediately upon arriving at the school site; (2) CONTRACTOR and CONTRACTOR employees hall inform school office staff of their proposed activities and location at the school site; (3) Once at such location, CONTRACTOR and CONTRACTOR'S employees shall not change locations without contacting the school office; (4) CONTRACTOR and CONTRACTOR'S employees shall not use student restroom facilities; and (5) If CONTRACTOR and/or CONTRACTOR'S employees find themselves alone with a student, CONTRACTOR and CONTRACTOR'S employees shall immediately contact he school office and request that a member of the school staff be assigned to the work location.

20. This contract shall be in accordance with the laws of the State of California. Parties further stipulate that this contract was entered into in Placer County and the State of California and is the only appropriate forum for any litigation resulting from breach hereof or any questions arising here from.

ADDENDUM
**AGREEMENT FOR SERVICES OF
COUNSELING CONSULTANT**

1.0 **Services to be Performed by Consultant:**

District hereby agrees to hire Consultant as an **independent contractor** to support the overall counseling goals of District. The Place Within Counseling Center Education Services: Wellness Together Program Staff may include, but will not be limited to, the following:

- a. Any combination of a maximum of 5 School-Based Therapist Interns, School-Based Therapist Trainees, or School-Based Therapists each working at a school site for up to 24 hours per week when school is in session. One staff member may work concurrently at a maximum of two sites on a regular basis.
- b. Clinical Supervisor
- c. Organizational leadership and support staff

The services to be provided by Consultants **The Place Within Counseling Center Education Services: Wellness Together Program Staff**, are as follows: **Integration and implementation of supplementary counseling support services for District students in a safe, encouraging, and supportive manner in an individual and/or group setting. Topics of discussion will be relevant and specific to the needs of the participating students. Specific services may include, but will not be limited to, the following:**

- a. General psychosocial interventions
- b. Individual counseling sessions
- c. Group counseling sessions
- d. Community referrals
- c. Family engagement sessions
- d. Classroom presentations
- e. Collection, analysis, and provision of certain non-personally identifying process data in aggregate to District
- f. Consultant will work with 5 identified individuals as Points of Contact for designated school sites for coordination of referral processes, location of counseling services and office space, and data collection purposes
- g. Consultant will provide District with documentation and processes that ensure parent permissions and attention to student privacy as per the Health Insurance Portability and

Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA)

h. Confidential and safe area with access to secure wireless internet and an electrical outlet will be provided to each intern at each site by District

2.0 Contract Price:

The District agrees to pay to Consultant, in full payment on a monthly basis for the work required to be performed pursuant to this Agreement, as follows:

a. Any combination of a maximum of 5 School-Based Therapist Interns, School-Based Therapist Trainees, or School-Based Therapists. One staff member may work concurrently at a maximum of two sites on a regular basis.

\$3,905.00	Prorated cost of Licensed Supervision for 71 days per Intern or Trainee
<u>\$19,525.00</u>	Cost for 5 Interns or Trainee
\$2957.15	Program Administration per Intern or Trainee/71 days
<u>\$14,785.75</u>	Program Administration for 5 Interns or Trainees/71 days
\$34,310.75	Total Program Costs and Supervision
\$1,680.00	Maximum cost per Intern or Trainee pay @ \$14 x 24 hr/wk x14 weeks
<u>\$23,520.00</u>	Maximum cost to pay 5 Interns or Trainee @ 24 hr/wk x14 weeks*
\$57,830.75	Total Cost of Program Administration, Supervision and Intern or Trainee Pay
	*District is not charged if Interns or Trainees do not work hours

b. All clearances required to provide service in a public school district in the State of California will be arranged and executed by and at the expense of Consultant

ROCKLIN UNIFIED SCHOOL DISTRICT

Kathleen Pon

Dated: 1-29-16

Kathleen Pon

Deputy Superintendent

CONSULTANT

Marlon Morgan

Dated: 1/28/16

Marlon Morgan

Director of Education Services

The Place Within Counseling Center Education Services: Wellness Together Program

Social Security No./Taxpayer ID: 954166148

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 7.7
CONSENT
February 3, 2016

BOARD AGENDA BRIEFING

SUBJECT: Approve Board Policies and Administrative Regulations 4154 / 4254 / 4354 - Health and Welfare Benefits

DEPARTMENT: Office of the Assistant Superintendent, Human Resources

Background:

District departments update Board Policy (BP), Administrative Regulations (AR), and Exhibits (E) as advised by California School Board Association (CSBA). Revisions, updates, deletions and additions are the result of legislation to change Education Code, Government Code, and Civil Code. Note: 4100 series relates to Certificated Personnel, 4200 series relates to Classified Personnel, and 4300 series relates to Administrative and Supervisory Personnel.

Status:

AR 4154 – Health and Welfare Benefits (NEW)	BP 4154 – Health and Welfare Benefits (Revised)
AR 4254 – Health and Welfare Benefits (NEW)	BP 4254 – Health and Welfare Benefits (Revised)
AR 4354 – Health and Welfare Benefits (NEW)	BP 4354 – Health and Welfare Benefits (Revised)

Policy and regulation updated to reflect the federal Patient Protection and Affordable Care Act, applicable to districts with 50 or more full-time employees. Policy includes information about the calculation of full-time employees for the purpose of determining the applicability of the Act and reflects requirements to provide an affordable health insurance plan which includes specified minimum coverage and pays at least 60 percent of the medical expenses covered under the plan. Policy also reflects new law (SB 1306, 2014) which defines "marriage" as a personal relationship arising out of a civil contract between two persons rather than a man and a woman. Regulation adds section on "Affordability of Health Coverage" which includes methods by which districts may determine that each employee's contribution for employee-only health coverage does not exceed 9.5 percent of his/her household income.

Presenter(s):

Colleen Slattery, Assistant Superintendent, Human Resources

Financial Impact:

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

Material/Films:

None

Other People Who Might Be Present:

None

Allotment of Time: Consent Calendar Action Item Information Item

Packet Information Item:

Board Policies and Administrative Regulations 4154 / 4254 / 4354 - Health and Welfare Benefits

Recommendation:

Staff is recommending approval of the revisions to Board Policies 4154 / 4254 / 4354 - Health and Welfare Benefits and addition of new Administrative Regulations 4154 / 4254 / 4354 - Health and Welfare Benefits.

Rocklin USD

Board Policy

Health And Welfare Benefits

BP 4154

Personnel

The Board of Trustees recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees. The district shall provide health and welfare benefits for ~~certificated and classified~~ employees in ~~bargaining units in~~ accordance with state and federal law and subject to negotiated employee agreements.

(cf. 4140/4240/4340 - Bargaining Units)
(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4151/4251/4351 - Employee Compensation)

Employees who are not in bargaining units shall receive health and welfare benefits as specified in Board policy and administrative regulation.

(cf. 4121 - Temporary/Substitute Personnel)

For purposes of granting benefits ~~pursuant to state law~~, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child.
(Family Code 297.5, 300)

The district shall offer full-time employees who work an average of 30 hours or more per week and their dependents up to age 26 years a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.

With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees. (26 USC 105; 42 USC 300gg-16)

~~The Superintendent or designee shall not use or disclose any medical information the district possesses pertaining to an employee without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)~~

(~~cf. 4112.6/4212.6/4312.6 - Personnel Files~~)

Continuation of Coverage

Retired certificated employees, ~~and other qualified~~ employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law.

Unless otherwise provided for in the applicable collective bargaining agreement, covered employees and their qualified beneficiaries may receive continuation coverage by paying the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering the program.

~~To receive continuation coverage, covered employees and their qualified beneficiaries shall pay the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering this program.~~

Confidentiality

The Superintendent or designee shall not use or disclose any employee's medical information the district possesses without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

Legal Reference:

EDUCATION CODE

7000-7008 Health and welfare benefits, retired certificated employees

17566 Self-insurance fund

35208 Liability insurance

35214 Liability insurance (self-insurance)

44041-44042 Payroll deductions for collection of premiums

44986 Leave of absence, state disability benefits

45136 Benefits for classified employees

CIVIL CODE

56.10-56.16 Disclosure of information by medical providers

56.20-56.245 Use and disclosure of medical information by employers

FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

12940 Discrimination in employment

22750-22944 Public Employees' Medical and Hospital Care Act, especially:

~~53200-53210 Group insurance 22931 Application of education code provisions relating to inclusion of certain retirees in local health and welfare benefit plans~~

53200-53210 Group insurance

HEALTH AND SAFETY CODE

1366.20-1366.29 Cal-COBRA program, health insurance
[1367.08 Disclosure of fees and commissions paid related to health care service plan](#)
[1373 Health services plan, coverage for dependent children who are full-time students](#)
1373.621 Continuation coverage, age 60 or older after five years with district
1374.58 Coverage for registered domestic partners, health service plans and health insurers
INSURANCE CODE
10116.5 Continuation coverage, age 60 or older after five years with district
10128.50-10128.59 Cal-COBRA program, disability insurance
[10277-10278 Group and individual health insurance, coverage for dependent children](#)
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Management Resources:

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[INTERNAL REVENUE SERVICE NOTICES](#)

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Affordable Care Act (ACA) for 2015

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Policy ROCKLIN UNIFIED SCHOOL DISTRICT

~~adopted~~Adopted: September 16, 2009 Rocklin, California

Revised: February 3, 2016

Rocklin USD

Board Policy

Health And Welfare Benefits

NEW

AR 4154
Personnel

Affordability of Health Coverage

The Superintendent or designee shall seek written assurance from the district's health insurance carrier(s) that the health plan offered to full-time district employees and their dependents meets all requirements of the federal Patient Protection and Affordable Care Act. (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6)

The Superintendent or designee also shall ensure that each employee's contribution to the employee-only health coverage does not exceed 9.5 percent of his/her modified household income, as defined in 26 USC 5000A. The Superintendent or designee shall calculate the affordability of the coverage using one or more of the following methods in a uniform and consistent basis for all employees within the same category: (26 USC 4980H; 26 CFR 54.4980H-4-54.4980H-5)

1. The district shall ensure that the lowest cost employee-only coverage does not exceed 9.5 percent of wages paid to the employee by the district for the calendar year as reported on the employee's W-2 tax form. For an employee not offered coverage for an entire calendar year, the wages shall be adjusted to reflect the period for which coverage was offered.
2. The district shall ensure that the employee's required monthly contribution for the lowest cost employee-only coverage does not exceed 9.5 percent of an amount equal to 130 hours multiplied by the employee's hourly rate of pay on the first day of the plan year or his/her lowest hourly pay during the calendar month, whichever is lower.
3. The district shall ensure that the employee's contribution does not exceed 9.5 percent of a monthly amount determined as the federal poverty line for a single individual for the applicable calendar year, divided by 12.

Retired Certificated Employees

Any former certificated employee who retired from the district under any public retirement system and his/her spouse/domestic partner shall be permitted to enroll in the health and welfare and/or dental care benefit plan currently provided for certificated employees. The plan also shall be available to any surviving spouse/domestic partner of a former certificated employee who either retired from the district under any public retirement system or was, at the time of death, employed by the district and a member of the State Teachers' Retirement System. (Education Code 7000)

A retired certificated employee or surviving spouse/domestic partner shall be allowed to enroll in the coverage within 30 days of losing active employee coverage. If he/she does not enroll during this initial enrollment period, he/she may be denied further opportunity to do so. (Education Code 7000)

COBRA/Cal-COBRA Continuation Coverage

Covered district employees and their qualified beneficiaries shall be offered the opportunity to continue health and disability insurance coverage when they otherwise would lose coverage due to one of the following qualifying events: (Health and Safety Code 1366.21, 1366.23, 1373; Insurance Code 10128.51, 10128.53, 10277; 26 USC 4980B; 26 CFR 54.4980B-4)

1. Death of the covered employee
2. Termination or reduction in hours of the covered employee's employment, other than termination by reason of the employee's gross misconduct

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

3. Divorce or legal separation of the covered employee
4. The covered employee becoming entitled to Medicare benefits
5. A dependent child ceasing to be a dependent child of the covered employee

Continuation health coverage shall be the same as provided to similarly situated individuals under the group benefit plan. (Health and Safety Code 1366.23; Insurance Code 10128.53; 26 USC 4980B)

The Superintendent or designee shall notify the health care service plan administrator of a qualifying event listed in item #1, 2, or 4 above, within 30 days of the event. A covered employee or qualified beneficiary shall notify the service plan administrator of a qualifying event listed in item #3 or 5 above within 60 days of the event or of the date that the beneficiary would lose coverage, whichever is later. (26 USC 4980B; 29 USC 1163, 1166; 26 CFR 54.4980B-6)

Continuation coverage shall be terminated in accordance with the district's insurance plan and federal and state law. (26 USC 4980B; 26 CFR 54.4980B-6; Health and Safety Code 1373.621; Insurance Code 10116.5)

The Superintendent or designee shall notify covered employees and qualified beneficiaries of the availability of conversion and continuation coverage. This notification shall include the statement in Labor Code 2800.2 encouraging individuals to examine their options carefully before declining such coverage. (Labor Code 2800.2)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Disability Insurance

The Superintendent or designee shall give notice of disability insurance rights and benefits to each new employee and each employee leaving work due to pregnancy, non-occupational illness or injury, the need to provide care for any sick or injured family member, or the need to bond with a minor child within the first year of the child's birth or placement in connection with foster care or adoption. (Unemployment Insurance Code 2613)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 4261.1 - Personal Illness and Injury Leave)

When disabled by an injury sustained from a violent act while performing duties within the scope of employment and performing creditable employment, a certificated or classified employee may continue in the district health and dental care plans upon meeting criteria specified by law. The employee shall pay all employer and employee premiums and related administrative costs. (Education Code 7008)

Adopted: February 3, 2016 Rocklin, California

Rocklin USD

Board Policy

Health And Welfare Benefits

BP 4254

Personnel

The Board of Trustees recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees. The district shall provide health and welfare benefits for employees in accordance with state and federal law and subject to negotiated employee agreements. The district shall provide health and welfare benefits for ~~certificated and classified~~ employees ~~in bargaining units~~ in accordance with state and federal law and subject to negotiated employee agreements.

(cf. 4140/4240 - Bargaining Units)

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4151/4251/4351 - Employee Compensation)

Employees who are not in bargaining units shall receive health and welfare benefits as specified in Board policy and administrative regulation.

(cf. 4121 - Temporary/Substitute Personnel)

For purposes of granting benefits ~~pursuant to state law~~, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child.
(Family Code 297.5, 300)

The district shall offer full-time employees who work an average of 30 hours or more per week and their dependents up to age 26 years a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.

With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees. (26 USC 105; 42 USC 300gg-16)

~~The Superintendent or designee shall not use or disclose any medical information the district possesses pertaining to an employee without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)~~

(cf. 4112.6/4212.6/4312.6 – Personnel Files)

Continuation of Coverage

Retired certificated employees, ~~and other qualified~~ employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law.

Unless otherwise provided for in the applicable collective bargaining agreement, covered employees and their qualified beneficiaries may receive continuation coverage by paying the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering the program.

~~To receive continuation coverage, covered employees and their qualified beneficiaries shall pay the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering this program.~~

Confidentiality

The Superintendent or designee shall not use or disclose any employee's medical information the district possesses without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

Legal Reference:

EDUCATION CODE

7000-7008 Health and welfare benefits, retired certificated employees

17566 Self-insurance fund

35208 Liability insurance

35214 Liability insurance (self-insurance)

44041-44042 Payroll deductions for collection of premiums

44986 Leave of absence, state disability benefits

45136 Benefits for classified employees

CIVIL CODE

56.10-56.16 Disclosure of information by medical providers

56.20-56.245 Use and disclosure of medical information by employers

FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

12940 Discrimination in employment

22750-22944 Public Employees' Medical and Hospital Care Act, especially:

~~22931 Application of education code provisions relating to inclusion of certain retirees in local health and welfare benefit plans~~

53200-53210 Group insurance

HEALTH AND SAFETY CODE

1366.20-1366.29 Cal-COBRA program, health insurance
[1367.08 Disclosure of fees and commissions paid related to health care service plan](#)
[1373 Health services plan, coverage for dependent children who are full-time students](#)
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INSURANCE CODE
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Affordable Care Act (ACA) for 2015

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<http://www.cms.gov>

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Policy ROCKLIN UNIFIED SCHOOL DISTRICT

~~adopted~~Adopted: September 16, 2009 Rocklin, California

Revised: February 3, 2016

Rocklin USD

Board Policy

Health And Welfare Benefits

NEW

AR 4254
Personnel

Affordability of Health Coverage

The Superintendent or designee shall seek written assurance from the district's health insurance carrier(s) that the health plan offered to full-time district employees and their dependents meets all requirements of the federal Patient Protection and Affordable Care Act. (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6)

The Superintendent or designee also shall ensure that each employee's contribution to the employee-only health coverage does not exceed 9.5 percent of his/her modified household income, as defined in 26 USC 5000A. The Superintendent or designee shall calculate the affordability of the coverage using one or more of the following methods in a uniform and consistent basis for all employees within the same category: (26 USC 4980H; 26 CFR 54.4980H-4-54.4980H-5)

1. The district shall ensure that the lowest cost employee-only coverage does not exceed 9.5 percent of wages paid to the employee by the district for the calendar year as reported on the employee's W-2 tax form. For an employee not offered coverage for an entire calendar year, the wages shall be adjusted to reflect the period for which coverage was offered.
2. The district shall ensure that the employee's required monthly contribution for the lowest cost employee-only coverage does not exceed 9.5 percent of an amount equal to 130 hours multiplied by the employee's hourly rate of pay on the first day of the plan year or his/her lowest hourly pay during the calendar month, whichever is lower.
3. The district shall ensure that the employee's contribution does not exceed 9.5 percent of a monthly amount determined as the federal poverty line for a single individual for the applicable calendar year, divided by 12.

COBRA/Cal-COBRA Continuation Coverage

Covered district employees and their qualified beneficiaries shall be offered the opportunity to continue health and disability insurance coverage when they otherwise would lose coverage due to one of the following qualifying events: (Health and Safety Code 1366.21, 1366.23, 1373; Insurance Code 10128.51, 10128.53, 10277; 26 USC 4980B; 26 CFR 54.4980B-4)

1. Death of the covered employee
2. Termination or reduction in hours of the covered employee's employment, other than

termination by reason of the employee's gross misconduct

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

3. Divorce or legal separation of the covered employee
4. The covered employee becoming entitled to Medicare benefits
5. A dependent child ceasing to be a dependent child of the covered employee

Continuation health coverage shall be the same as provided to similarly situated individuals under the group benefit plan. (Health and Safety Code 1366.23; Insurance Code 10128.53; 26 USC 4980B)

The Superintendent or designee shall notify the health care service plan administrator of a qualifying event listed in item #1, 2, or 4 above, within 30 days of the event. A covered employee or qualified beneficiary shall notify the service plan administrator of a qualifying event listed in item #3 or 5 above within 60 days of the event or of the date that the beneficiary would lose coverage, whichever is later. (26 USC 4980B; 29 USC 1163, 1166; 26 CFR 54.4980B-6)

Continuation coverage shall be terminated in accordance with the district's insurance plan and federal and state law. (26 USC 4980B; 26 CFR 54.4980B-6; Health and Safety Code 1373.621; Insurance Code 10116.5)

The Superintendent or designee shall notify covered employees and qualified beneficiaries of the availability of conversion and continuation coverage. This notification shall include the statement in Labor Code 2800.2 encouraging individuals to examine their options carefully before declining such coverage. (Labor Code 2800.2)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Disability Insurance

The Superintendent or designee shall give notice of disability insurance rights and benefits to each new employee and each employee leaving work due to pregnancy, nonoccupational illness or injury, the need to provide care for any sick or injured family member, or the need to bond with a minor child within the first year of the child's birth or placement in connection with foster care or adoption. (Unemployment Insurance Code 2613)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 4261.1 - Personal Illness and Injury Leave)

When disabled by an injury sustained from a violent act while performing duties within the scope of employment and performing creditable employment, a certificated or classified

employee may continue in the district health and dental care plans upon meeting criteria specified by law. The employee shall pay all employer and employee premiums and related administrative costs. (Education Code 7008)

Adopted: February 3, 2016 Rocklin, California

Rocklin USD

Board Policy

Health And Welfare Benefits

BP 4354
Personnel

The Board of Trustees recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees. The district shall provide health and welfare benefits for ~~certificated and classified~~ employees in ~~bargaining units in~~ accordance with state and federal law and subject to negotiated employee agreements.

(cf. 4140/4240 - Bargaining Units)
(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4151/4251/4351 - Employee Compensation)

Employees who are not in bargaining units shall receive health and welfare benefits as specified in Board policy and administrative regulation.

(cf. 4121 - Temporary/Substitute Personnel)

The district shall offer full-time employees who work an average of 30 hours or more per week and their dependents up to age 26 years a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.

For purposes of granting benefits pursuant to state law, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child.
(Family Code 297.5, 300)

With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees. (26 USC 105; 42 USC 300gg-16)
~~The Superintendent or designee shall not use or disclose any medical information the district possesses pertaining to an employee without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)~~

~~(cf. 4112.6/4212.6/4312.6 - Personnel Files)~~

Continuation of Coverage

Retired certificated employees, ~~and other qualified~~ employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law.

Unless otherwise provided for in the applicable collective bargaining agreement, covered employees and their qualified beneficiaries may receive continuation coverage by paying the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering the program.

~~To receive continuation coverage, covered employees and their qualified beneficiaries shall pay the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering this program.~~

Confidentiality

The Superintendent or designee shall not use or disclose any employee's medical information the district possesses without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

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Policy ROCKLIN UNIFIED SCHOOL DISTRICT

~~adopted~~Adopted: September 16, 2009_ Rocklin, California

Revised: February 3, 2016

Rocklin USD

Board Policy

Health And Welfare Benefits

NEW

AR 4354
Personnel

Affordability of Health Coverage

The Superintendent or designee shall seek written assurance from the district's health insurance carrier(s) that the health plan offered to full-time district employees and their dependents meets all requirements of the federal Patient Protection and Affordable Care Act. (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6)

The Superintendent or designee also shall ensure that each employee's contribution to the employee-only health coverage does not exceed 9.5 percent of his/her modified household income, as defined in 26 USC 5000A. The Superintendent or designee shall calculate the affordability of the coverage using one or more of the following methods in a uniform and consistent basis for all employees within the same category: (26 USC 4980H; 26 CFR 54.4980H-4-54.4980H-5)

1. The district shall ensure that the lowest cost employee-only coverage does not exceed 9.5 percent of wages paid to the employee by the district for the calendar year as reported on the employee's W-2 tax form. For an employee not offered coverage for an entire calendar year, the wages shall be adjusted to reflect the period for which coverage was offered.
2. The district shall ensure that the employee's required monthly contribution for the lowest cost employee-only coverage does not exceed 9.5 percent of an amount equal to 130 hours multiplied by the employee's hourly rate of pay on the first day of the plan year or his/her lowest hourly pay during the calendar month, whichever is lower.
3. The district shall ensure that the employee's contribution does not exceed 9.5 percent of a monthly amount determined as the federal poverty line for a single individual for the applicable calendar year, divided by 12.

Retired Certificated Employees

Any former certificated employee who retired from the district under any public retirement system and his/her spouse/domestic partner shall be permitted to enroll in the health and welfare and/or dental care benefit plan currently provided for certificated employees. The plan also shall be available to any surviving spouse/domestic partner of a former certificated employee who either retired from the district under any public retirement system or was, at the time of death, employed by the district and a member of the State Teachers' Retirement System. (Education Code 7000)

A retired certificated employee or surviving spouse/domestic partner shall be allowed to enroll in the coverage within 30 days of losing active employee coverage. If he/she does not enroll during this initial enrollment period, he/she may be denied further opportunity to do so. (Education Code 7000)

COBRA/Cal-COBRA Continuation Coverage

Covered district employees and their qualified beneficiaries shall be offered the opportunity to continue health and disability insurance coverage when they otherwise would lose coverage due to one of the following qualifying events: (Health and Safety Code 1366.21, 1366.23, 1373; Insurance Code 10128.51, 10128.53, 10277; 26 USC 4980B; 26 CFR 54.4980B-4)

1. Death of the covered employee
2. Termination or reduction in hours of the covered employee's employment, other than termination by reason of the employee's gross misconduct
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
3. Divorce or legal separation of the covered employee
4. The covered employee becoming entitled to Medicare benefits
5. A dependent child ceasing to be a dependent child of the covered employee

Continuation health coverage shall be the same as provided to similarly situated individuals under the group benefit plan. (Health and Safety Code 1366.23; Insurance Code 10128.53; 26 USC 4980B)

The Superintendent or designee shall notify the health care service plan administrator of a qualifying event listed in item #1, 2, or 4 above, within 30 days of the event. A covered employee or qualified beneficiary shall notify the service plan administrator of a qualifying event listed in item #3 or 5 above within 60 days of the event or of the date that the beneficiary would lose coverage, whichever is later. (26 USC 4980B; 29 USC 1163, 1166; 26 CFR 54.4980B-6)

Continuation coverage shall be terminated in accordance with the district's insurance plan and federal and state law. (26 USC 4980B; 26 CFR 54.4980B-6; Health and Safety Code 1373.621; Insurance Code 10116.5)

The Superintendent or designee shall notify covered employees and qualified beneficiaries of the availability of conversion and continuation coverage. This notification shall include the statement in Labor Code 2800.2 encouraging individuals to examine their options carefully before declining such coverage. (Labor Code 2800.2)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Disability Insurance

The Superintendent or designee shall give notice of disability insurance rights and benefits to each new employee and each employee leaving work due to pregnancy, nonoccupational illness or injury, the need to provide care for any sick or injured family member, or the need to bond with a minor child within the first year of the child's birth or placement in connection with foster care or adoption. (Unemployment Insurance Code 2613)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 4261.1 - Personal Illness and Injury Leave)

When disabled by an injury sustained from a violent act while performing duties within the scope of employment and performing creditable employment, a certificated or classified employee may continue in the district health and dental care plans upon meeting criteria specified by law. The employee shall pay all employer and employee premiums and related administrative costs. (Education Code 7008)

Adopted: February 3, 2016 Rocklin, California

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve AB1200 Bargaining Disclosure for Confidential, Non-Represented, Rocklin Administrators Professional Association (RAPA), Deputy/Associate/Assistant Superintendents and Superintendent for July 1, 2015 through June 30, 2016

DEPARTMENT: Office of the Deputy Superintendent, Business & 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 costs for the 2015-16 salary & benefit agreements are listed on the Public Disclosure of Proposed Collective Bargaining Agreement Forms as required. Funds are available in the 2015-16 year to pay for these costs based on Budget Revision #3 for 2015-16 and the assumptions outlined on the last pages of the AB 1200 Disclosure Report. The Agreement is for July 1, 2015 through June 30, 2016.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

Current year: \$707,393
Future years: \$75,107
Funding source: General Fund, Charter Fund, Cafeteria Fund, Developer Fee Fund and Mello Roos Capital Projects Fund

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time: 5 minutes

Check one of the following: Consent Calendar 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: RAPA, Superintendents, Confidential, Non-represented

Certificated, Classified, Other: Certificated and Classified

The proposed agreement covers the period beginning: 7/1/2015 and ending: 6/30/2016
(mm/dd/yyyy) (mm/dd/yyyy)

The Governing Board will act upon this agreement on: 2/3/2016
(mm/dd/yyyy)

Proposed Change in Compensation	Fiscal Impact of Proposed Agreement		
	FY 2015/16	FY 2016/17	FY 2017/18
Salary Schedule Change (include step and column movement)	630,975	59,534	
Other Compensation - Identify:			
Statutory Benefits - STRS, PERS, FICA, Medicare, WC UI, etc.	59,618	15,573	
Health and Welfare Benefits	16,800		
Total Proposed Change in Compensation Costs	\$ 707,393	\$ 75,107	\$ -
Total Number of FTE	163	163	
Average Cost per Employee	4,340	461	-

Costs Already Included in Board Approved Budget Ref. Supplemental Information #8	-	-	
Net Change to Budget	\$ 707,393	\$ 75,107	\$ -

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
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- 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"?

RAPA & Sup't- 15/16: 5.67% increase to the salary schedule and an additional \$40 on the H&W cap retroactive to July 1, 2015.
Confidential- 15/16: 8.60% increase to the salary schedule retroactive to July 1, 2015. Effective 2/1/16 all employee portion of PERS will be paid by the employee. 16/17: 2.40% increase to the salary schedule effective July 1, 2016.
Non-represented- 15/16: 6.60% increase to the salary schedule retroactive to July 1, 2015. Effective 2/1/16 6% of the employee portion of PERS will be paid by the employee. 16/17: 0.87% increase to the salary schedule effective July 1, 2016.

- 2 Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

No additional steps, columns or ranges were added to the salary schedules for any Unit.

- 3 Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes

No

If yes, please describe the cap amount.

RAPA & Superintendent- \$650
Confidential & Non-represented- \$620

- 4 Describe other proposed non-compensation Items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

The negotiation settlement did not have other non-compensation items.

**PLACER COUNTY OFFICE OF EDUCATION
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- 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.)?

The negotiation settlement did not include contingency language.

- 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 included in the agreement.

- 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 first interim that will now be recognized as an expense.

- 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 15/16 and 16/17. Per the Governor's proposed budget, the District is expecting one time revenues that will increase fund balance in 16/17.

**PLACER COUNTY OFFICE OF EDUCATION
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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 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	80,925,236		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	72,379,055		
Increase (Decrease) In Fund Balance	8,546,181	-	-
Other Revisions, As Of Date: BR#3 to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	(40,366)	78,832,177	81,358,978
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	4,087,199	79,143,231	79,639,348
Increase (Decrease) In Fund Balance	(4,127,565)	(311,054)	1,719,630
Adjustment For Settlement			
* Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	(31,502)	(3,996)	
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	587,406	60,780	
Increase (Decrease) In Fund Balance	(618,908)	(64,776)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	80,853,368	78,828,181	81,358,978
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	77,053,660	79,204,011	79,639,348
Fund Balance			
Beginning Fund Balance	8,860,116	12,659,824	12,283,994
Total Increase (Decrease) In Fund Balance	3,799,708	(375,830)	1,719,630
Projected Ending Fund Balance	12,659,824	12,283,994	14,003,624
Components of Ending Fund Balance			
Restricted			
Committed	649,752	714,863	779,974
Assignments:	8,932,860	6,589,475	5,231,163
Nonspendable	10,500	10,500	10,500
Reserve For Economic Uncertainty			
Unassigned Balance (must be positive number)	3,066,712	4,969,156	7,981,987
% Available for Economic Uncertainty	3.00%	4.78%	7.63%

- 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
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GENERAL FUND 01	Current Year	1st Subsequent Year	2nd Subsequent Year
RESTRICTED	FY 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	21,466,522		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	21,108,956		
Increase (Decrease) In Fund Balance	357,566	-	-
Other Revisions, As Of Date: BR#3 to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	4,167,506	24,965,714	25,085,771
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	3,965,705	24,823,057	24,935,459
Increase (Decrease) In Fund Balance	201,801	142,657	150,312
Adjustment For Settlement			
* Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	31,502	3,996	
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	95,330	12,402	
Increase (Decrease) In Fund Balance	(63,828)	(8,406)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	25,665,530	24,969,710	25,085,771
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	25,169,991	24,835,459	24,935,459
Fund Balance			
Beginning Fund Balance	3,401,072	3,896,611	4,030,862
Total Increase (Decrease) In Fund Balance	495,539	134,251	150,312
* Projected Ending Restricted Fund Balance	3,896,611	4,030,862	4,181,174
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
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GENERAL FUND 01	Current Year	1st Subsequent Year	2nd Subsequent Year
COMBINED	FY 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	102,391,758	-	-
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	93,488,011	-	-
Increase (Decrease) In Fund Balance	8,903,747	-	-
Other Revisions, As Of Date: BR#3 to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	4,127,140	103,797,891	106,444,749
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	8,052,904	103,966,288	104,574,807
Increase (Decrease) In Fund Balance	(3,925,764)	(168,397)	1,869,942
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)	682,736	73,182	-
Increase (Decrease) In Fund Balance	(682,736)	(73,182)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	106,518,898	103,797,891	106,444,749
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	102,223,651	104,039,470	104,574,807
Fund Balance			
Beginning Fund Balance	12,261,188	16,556,435	16,314,856
Total Increase (Decrease) In Fund Balance	4,295,247	(241,579)	1,869,942
Projected Ending Fund Balance	16,556,435	16,314,856	18,184,798
Components of Ending Fund Balance			
Restricted	3,896,611	4,030,862	4,181,174
Committed	649,752	714,863	779,974
Assignments:	8,932,860	6,589,475	5,231,163
Nonspendable	10,500	10,500	10,500
	-	-	-
Reserve For Economic Uncertainty	-	-	-
Unassigned Balance (must be positive number)	3,066,712	4,969,156	7,981,987
% Available for Economic Uncertainty	3.00%	4.78%	7.63%

**PLACER COUNTY OFFICE OF EDUCATION
PUBLIC DISCLOSURE
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Fund 09	Current Year	1st Subsequent Year	2nd Subsequent Year
	FY 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	1,262,072		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	1,059,297		
Increase (Decrease) In Fund Balance	202,775	-	-
Other Revisions, As Of Date: BR#3 to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	68,692	1,262,072	1,262,072
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	39,155	1,059,297	1,059,297
Increase (Decrease) In Fund Balance	29,537	202,775	202,775
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)	7,630	218	
Increase (Decrease) In Fund Balance	(7,630)	(218)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	1,330,764	1,262,072	1,262,072
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	1,106,082	1,059,515	1,059,297
Fund Balance			
Beginning Fund Balance	119,542	344,224	546,781
Total Increase (Decrease) In Fund Balance	224,682	202,557	202,775
Projected Ending Fund Balance	344,224	546,781	749,556
Components of Ending Fund Balance			
Restricted	16,824	16,824	16,824
Committed			
Assignments:	327,400	529,957	732,732
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
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Fund 13	Current Year	1st Subsequent Year	2nd Subsequent Year
	FY 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	2,478,916		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	2,449,409		
Increase (Decrease) In Fund Balance	29,507	-	-
Other Revisions, As Of Date: BR#3 to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	(11,585)	2,478,916	2,478,916
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	(69,792)	2,449,409	2,449,409
Increase (Decrease) In Fund Balance	58,207	29,507	29,507
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)	11,166	911	
Increase (Decrease) In Fund Balance	(11,166)	(911)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	2,467,331	2,478,916	2,478,916
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	2,390,783	2,450,320	2,449,409
Fund Balance			
Beginning Fund Balance	595,611	672,159	700,755
Total Increase (Decrease) In Fund Balance	76,548	28,596	29,507
Projected Ending Fund Balance	672,159	700,755	730,262
Components of Ending Fund Balance			
Restricted	672,159	700,755	730,262
Committed			
Assignments:			
Reserve For Economic Uncertainty			
Unassigned Balance (must be positive number)	-	-	-
% Available for Economic Uncertainty	0.00%	0.00%	0.00%

Fund 25	Current Year	1st Subsequent Year	2nd Subsequent Year
	FY 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	2,014,000		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	4,004,401		
Increase (Decrease) In Fund Balance	(1,990,401)	-	-
Other Revisions, As Of Date: BR#3 to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	750,000	2,014,000	2,014,000
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	44,020	4,004,401	3,883,277
Increase (Decrease) In Fund Balance	705,980	(1,990,401)	(1,869,277)
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)	3,145	496	
Increase (Decrease) In Fund Balance	(3,145)	(496)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	2,764,000	2,014,000	2,014,000
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	4,051,566	4,004,897	3,883,277
Fund Balance			
Beginning Fund Balance	5,147,740	3,860,174	1,869,277
Total Increase (Decrease) In Fund Balance	(1,287,566)	(1,990,897)	(1,869,277)
Projected Ending Fund Balance	3,860,174	1,869,277	-
Components of Ending Fund Balance			
Restricted	3,860,174	1,869,277	-
Committed			
Assignments:			
Reserve For Economic Uncertainty			
Unassigned Balance (must be positive number)	-	-	-
% Available for Economic Uncertainty	0.00%	0.00%	0.00%

Fund 49	Current Year	1st Subsequent Year	2nd Subsequent Year
	FY 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	957,336		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	2,667,545		
Increase (Decrease) In Fund Balance	(1,710,209)	-	-
Other Revisions, As Of Date: BR#3 to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	10,000	957,336	957,336
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	25	2,667,545	2,667,545
Increase (Decrease) In Fund Balance	9,975	(1,710,209)	(1,710,209)
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)	2,716	301	
Increase (Decrease) In Fund Balance	(2,716)	(301)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	967,336	957,336	957,336
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	2,670,286	2,667,846	2,667,545
Fund Balance			
Beginning Fund Balance	15,900,057	14,197,107	12,486,597
Total Increase (Decrease) In Fund Balance	(1,702,950)	(1,710,510)	(1,710,209)
Projected Ending Fund Balance	14,197,107	12,486,597	10,776,388
Components of Ending Fund Balance			
Restricted	14,197,107	12,486,597	10,776,388
Committed			
Assignments:			
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

This certification page should be signed by the Superintendent and Chief Business Official at the time of public disclosure and by the Board President upon formal board action on the proposed 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 RAPA, Superintendents, Confidential, Non-represented Bargaining Unit, during the term of the agreement from 07/01/2015 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.

Current Year Budget Adjustments	Budget Adjustment Increase (Decrease)
Revenues/Other Financing Sources	\$ 0
Expenditures/Other Financing Uses	\$ 707,393
Change to Ending Fund Balance	\$ (707,393)

Certifications (check one & sign)

I hereby certify I am unable to certify



District Superintendent
Signature

1/29/16

Date

I hereby certify I am unable to certify



Chief Business Official
Signature

1/29/16

Date

After public disclosure of the major provisions contained in this document, the Governing Board at its meeting on 02/03/2016, took action to approve the proposed Agreement with the RAPA, Superintendents, Confidential, Non-represented Bargaining Unit.

President, Governing Board
Signature

Date

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 agreements, including the 2016-17 Governor's Budget Proposal (LCFF funding), 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 2016-17 Governor's budget proposal; and at the levels that the Department of Finance estimated in January of 51.97% in 2015-16, 49.08% in 2016-17 and 45.34% in 2017-18. COLAs provided in the LCFF of 1.02% in 2015-16, .47% in 2016-17 and 2.13% in 2017-18 are not reduced.

The State fully funds non-LCFF programs during 2015-16, 2016-17 and 2017-18, and provides COLA and growth at the same level for all programs through appropriations that support rates included in the State 2015-16 Adopted Budget.

The federal categorical programs, i.e. IDEA and Title I continue to be funded at the same levels as allocated in 2015-16.

ADA for 2015-16 is projected to be 10,964, and remains flat for 2016-17 and 2017-18.

Actual workers' compensation claims and new legislation will not result in a negative change to the 2015-16 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

January 29, 2016

Rocklin Unified School District
General Fund
Multiyear Projection
Combined

	2015-16 BR#3	2016-17 Projected Budget	2017-18 Projected Budget
A. TOTAL REVENUES AND FINANCING SOURCES	\$ 106,518,898	\$ 103,797,891	\$ 106,444,750
B. TOTAL EXPENDITURES & USES	(102,223,651)	(104,039,470)	(104,574,807)
C. NET INCREASE (DECREASE) IN FUND BALANCE (Deficit Spending)	\$ 4,295,247	\$ (241,579)	\$ 1,869,943
D. FUND BALANCE, RESERVES			
1. Beginning Fund Balance	12,261,188	16,556,435	16,314,856
2. Ending Fund Balance	\$ 16,556,435	\$ 16,314,856	\$ 18,184,798
E. COMPONENTS OF FUND BALANCE			
1. Nonspendable	\$ 10,500	\$ 10,500	\$ 10,500
2. Restricted	3,896,611	4,030,862	4,181,174
3. Committed	649,752	714,863	779,974
4. Assigned			
a. Other assigned	5,013,553	1,972,265	2,159,605
b. Subsequent year deficit spending	-	-	-
c. LCFF contingency	3,015,380	2,809,356	359,777
d. Negotiation settlement	903,927	1,807,854	2,711,781
5. Unassigned (REU)	\$ 3,066,712	\$ 4,969,155	\$ 7,981,988
REU as a % of total expenditures	3.00%	4.78%	7.63%
REU and LCFF contingency as a % of total expenditures	6.95%	7.48%	7.98%
1% Reserve	1,022,237	1,040,395	1,045,748
3% Reserve	3,066,710	3,121,184	3,137,244

BUDGET ASSUMPTIONS

2015-16

- 1 LCFF funding model includes a 1.02% cost-of-living-adjustment on the target and 51.97% gap closure, and funding increase of 120 ADA. Proportionality requires an increase in supplemental services of \$900k.
- 2 Lottery - \$181 (\$140 unrestricted) per prior year ADA
- 3 196 increase in K-12 enrollment (excludes RICA) yr over yr CBEDs count
- 4 Negotiation settlement costs for RTPA, Confidential, Non-Represented, RAPA and Supts. for 2015-16 are included at 6.023%
- 5 6.023% for CSEA negotiation settlement (\$904k) has been assigned
- 6 Increase for step/column costs for eligible employees of approx. \$845k, net of retirement savings
- 7 Increase in PERS contribution due to rate increase of .076%
- 8 Increase in STRS contribution due to rate increase of 1.85%
- 9 Increase in Workers' Compensation premiums due to rate increase of .06%
- 10 Exclude board election costs of \$40k
- 11 Increase in fuel and material costs
- 12 Eliminate one time expenditures and revenues
- 13 Contribution to the Deferred Maintenance Fund of \$80/ADA less \$200k utilized from Prop 39 funding and carryover of RDA funds. Total transfer is \$401k.
- 14 RRMA contribution increases \$1.26M to meet 3% set aside requirement.
- 15 Increase in contribution to support programs of \$863k
- 16 Increase utility costs by 2.8% for estimated rate increases, offset by end of contract with Enerpower
- 17 Prop 39 funding of \$670k and expenditures budgeted \$1M
- 18 Increase of \$305k in instructional materials budget for new textbooks adoption for math grades K-5 and 10
- 19 Increase in one time mandated cost reimbursements of \$5.7M; \$3.4M in assigned fund balance
- 20 Increase for one time funding Educator Effectiveness Program of \$819k and expenditures of \$265k
- 21 Added State on behalf STRS contribution and expenditures \$3M (GASB 68 implementation)
- 22 **Unrestricted Fund Balance is projected to increase by \$3.8M (based on current assumptions, before salary settlement with all units except RTPA for 2015-16). Reserve for LCFF subsequent year funding is not fully funded.**

Rocklin Unified School District
General Fund
Multiyear Projection
Combined

2016-17

- 1 LCFF funding model includes a .47% cost-of-living-adjustment on the target and 49.08% gap closure, and no change in ADA. Proportionality requires an increase in supplemental services of \$208k.
- 2 Lottery - \$181 (\$140 unrestricted) per prior year ADA
- 3 0 growth K-12 enrollment (excludes RICA)
- 4 Assignment for negotiation settlement with CSEA of \$1.8M (2 years)
- 5 Increase for step/column costs for eligible employees of approx. \$862k, net of retirement savings
- 6 Increase in PERS contribution of \$246k due to estimated rate increase of 1.2%
- 7 Increase in STRS contribution of \$931k 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 \$401k.
- 12 RRMA contribution increases \$368k to meet 3% set aside requirement; \$850k expenditure added
- 13 Increase in contribution to support programs of \$100k
- 14 Increase utility costs by 1% for estimated rate increases, offset by end of energy mgmt. contract
- 15 Prop 39 funding of \$519k and expenditures budgeted \$519k
- 16 Increase of \$1M in instructional materials budget for new textbooks adoption for 11th grade math and K-12 ELA
- 17 Added State on behalf STRS contribution and expenditures \$3M (GASB 68 implementation)
- 18 **Unrestricted Fund Balance is projected to decrease by \$376k (based on current assumptions, before salary settlement with all units except RTPA in 2015-16 or 2016-17). Reserve for LCFF subsequent year funding is fully funded.**

2017-18

- 1 LCFF funding model includes a 2.13% cost-of-living-adjustment on the target and 45.34% gap closure. Proportionality requires an increase in supplemental services of \$106k.
- 2 Lottery - \$181 (\$140 unrestricted) per prior year ADA
- 3 0 growth K-12 enrollment (excludes RICA)
- 4 Assignment for negotiation settlement with CSEA of \$2.7M (3 years)
- 5 Increase for step/column costs for eligible employees of approx. \$879k, net of retirement savings
- 6 Increase in PERS contribution of \$467k due to estimated rate increase of 3.55%
- 7 Increase in STRS contribution of \$983k due to rate increase of 1.85%
- 8 Increase in fuel and material costs
- 9 Eliminate one time expenditures and revenues
- 10 Contribution to the Deferred Maintenance Fund of \$80/ADA less carryover of RDA funds. Total transfer is \$601k.
- 11 RRMA contribution increases \$16k to meet 3% set aside requirement; added \$850k for RHS fields
- 12 Increase in contribution to support programs of \$100k
- 13 Increase utility costs by 1% for estimated rate increases
- 14 Prop 39 funding of \$519k and expenditures budgeted \$519k
- 15 Exclude board election costs of \$40k
- 16 Decrease of \$1.5M in instructional materials budget for new textbooks
- 17 Added State on behalf STRS contribution and expenditures \$3M (GASB 68 implementation)
- 18 **Unrestricted Fund Balance is projected to increase by \$1.7M (based on current assumptions, before salary settlement with all units except RTPA in 2015-16, 2016-17 and 2017-18). Reserve for LCFF subsequent year funding is fully funded.**

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.2
ACTION
February 3, 2016

BOARD AGENDA BRIEFING

SUBJECT: Approve Confidential Employees Tentative Agreement (TA)

DEPARTMENT: Office of the Assistant Superintendent, Human Resources

Background:

On Wednesday, January 20, 2016, District representatives met with confidential employees to match the agreement made to California School Employees Association.

Status:

On January 25, 2016, a tentative salary agreement for 2015-16 was reached between the District and Confidential Employees group for the following:

1. Increase on salary schedule of 8.6% retroactive to July 1, 2015
2. Classic PERS members will begin to pay the Employee portion of the PERS contribution on all eligible pay received after January 31, 2016
3. Increase on the salary schedule of 2.4% effective July 1, 2016

The terms of this agreement, incorporating the cost savings of the Classic PERS member employee contribution, represent a total net cost to the District of 6.023%.

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:

Tentative Agreement and proposed Confidential Employees Salary Schedules for 2015-16 and 2016-17.

Recommendation:

Staff recommends the Board approve the Tentative Agreement with Confidential Employees.

**TENTATIVE AGREEMENT
BETWEEN
ROCKLIN UNIFIED SCHOOL DISTRICT
AND
ROCKLIN CONFIDENTIAL EMPLOYEES ASSOCIATION**

January 25, 2016

Rocklin Unified School District and Rocklin Confidential Employees Association (RCEA) enter into the following agreement regarding salaries:

SALARIES

1. Increase on salary schedule of 8.60% retroactive to July 1, 2015
2. Classic PERS members will begin to pay the Employee portion of the PERS contribution on all eligible pay received after January 31, 2016
3. Increase on the salary schedule of 2.40% effective July 1, 2016

The terms of this agreement, incorporating the cost savings of the Classic PERS member employee contribution, represent a total net cost to the District of 6.023%.

ROCKLIN CONFIDENTIAL EMPLOYEES
ASSOCIATION

By: Mary Bailey
Mary Bailey, RCEA Representative

By: Janet McAlexander
Janet McAlexander, RCEA Representative

ROCKLIN UNIFIED SCHOOL DISTRICT

By: Roger Stock
Roger Stock, Superintendent

By: Colleen Slattery
Colleen Slattery, Assistant Superintendent, Human Resources

Approved by RCEA Representative on _____, 2016

Approved by the Board of Trustees
of Rocklin Unified School District on _____, 2016

ROCKLIN UNIFIED SCHOOL DISTRICT
CONFIDENTIAL EMPLOYEE SALARY SCHEDULE - MONTHLY / HOURLY

Executive Assistant						
Step	I	II	III	IV	V	VI
Monthly	\$ 4,302.00	\$ 4,520.00	\$ 4,747.00	\$ 4,983.00	\$ 5,236.00	\$ 5,494.00
Hourly	\$ 24.82	\$ 26.08	\$ 27.39	\$ 28.75	\$ 30.21	\$ 31.70

Accountant Administrative Assistant III Classified Personnel Analyst						
Step	I	II	III	IV	V	VI
Monthly	\$ 3,816.00	\$ 4,011.00	\$ 4,212.00	\$ 4,418.00	\$ 4,640.00	\$ 4,871.00
Hourly	\$ 22.02	\$ 23.14	\$ 24.30	\$ 25.49	\$ 26.77	\$ 28.10

Administrative Assistant II Technician II						
Step	I	II	III	IV	V	VI
Monthly	\$ 3,725.00	\$ 3,911.00	\$ 4,107.00	\$ 4,309.00	\$ 4,528.00	\$ 4,756.00
Hourly	\$ 21.49	\$ 22.56	\$ 23.69	\$ 24.86	\$ 26.12	\$ 27.44

Administrative Assistant I Technician I						
Step	I	II	III	IV	V	VI
Monthly	\$ 3,632.00	\$ 3,813.00	\$ 4,006.00	\$ 4,206.00	\$ 4,415.00	\$ 4,636.00
Hourly	\$ 20.95	\$ 22.00	\$ 23.11	\$ 24.27	\$ 25.47	\$ 26.75

Clerk						
Step	I	II	III	IV	V	VI
Monthly	\$ 2,953.00	\$ 3,098.00	\$ 3,256.00	\$ 3,418.00	\$ 3,591.00	\$ 3,768.00
Hourly	\$ 17.04	\$ 17.87	\$ 18.78	\$ 19.72	\$ 20.72	\$ 21.74

Adopted: October 15, 2008 (4.00% & .68%); Effective April 1, 2009 (4.00%); Effective January 1, 2009 (.68%).
Revision: January 21, 2009 (Rescind .68%); Effective January 1, 2009.
Revision: May 19, 2009: Effective July 1, 2009 (no salary change - language change)
Revision: July 21, 2011; Effective July 1, 2011 (rescind 2 furlough days)
Adopted: August 3, 2011
Revision: September 21, 2011
Adopted: January 2, 1900
Revision: January 1, 2013
Adopted: February 6, 2013
Revision: March 19, 2014 reflects 4% increase retroactive to July 1, 2013 for 2013-14: 4% increase effective July 1, 2014
Adopted: April 2, 2014
Revision: November 17, 2014 reflects 0.54% increase retroactive to July 1, 2014
Adopted: December 11, 2014
Adopted: February 3, 2016 reflects 8.6% increase retroactive to July 1, 2015 (Classic PERS members will begin to pay the employee portion of the PERS contribution on all eligible pay received after January 31, 2016)

APPENDIX A

**ROCKLIN UNIFIED SCHOOL DISTRICT
CONFIDENTIAL EMPLOYEE BENEFITS**

VACATION

Years of Service	Vacation Days Earned Per Year		
	10 month	11 month	12 month
0-3	8	9	10
4-9	12	13	15
10 or more	16	18	20

HOLIDAYS

New Year's Day January 1
 Martin Luther King's Birthday.....3rd Mon. in January
 Lincoln's Birthday February 12 (or as calendared)
 President's Birthday Third Monday in February
 Memorial Day Last Monday in May
 Independence Day July 4
 Labor Day First Monday in September
 Veteran's Day..... November 11
 Thanksgiving Day the Thursday proclaimed by the President
 In lieu of Admissions Day Friday following Thanksgiving
 Christmas Day December 25

Eligible twelve month employees will receive the following paid holidays:

- Full-Day on Christmas Eve
- Full-Day on New Year's Eve
- Full-Day on the Friday of spring break*

*This full day will settle any and all disputes in regard to the number of work days (260 vs. 261) for twelve month employees.

Every Leap Year, a (non-work/non-paid) day off will be awarded to twelve month employees between December 25 and January 1.

LONGEVITY - Paid monthly commencing on the first month following the completion of ten (10), fifteen (15), and twenty (20) years of unbroken service. Longevity pay is computed on the basis of 173.33 hours per average work month, 40 hours per week, 2080 hours per year - 12 months per year.

- After 10 years – \$872
- After 15 years – An additional \$1,031 for a total of \$1,903
- After 20 years – An additional \$1,191 for a total of \$3,094

LIFE INSURANCE POLICY (\$30,000) - Paid in full by District

HEALTH, VISION AND DENTAL BENEFITS - Effective July 1, 2014, the District will pay up to \$620 toward the cost of group health, dental, and vision insurance available through the Schools Insurance Group for all full-time confidential employees and their dependents.

This \$620 amount shall constitute a cap on all future District liability and may only be used for the purpose of purchasing Schools Insurance Group Health Coverage.

For confidential employees who regularly work four (4) or more hours per day, ten (10) or more months per year, the District will pay a pro-rated share of the premium.

RETIREMENT BENEFITS - Any confidential employee who is currently employed in the District at the time of retirement through PERS, who retires under PERS, and who has served with the District for a minimum of five (5) years, may remain part of the group medical program, the group dental program, and the group vision program, if permitted by the carrier, in addition to benefit rights afforded under COBRA. The confidential employee must prepay to the District quarterly for such coverage thirty (30) days prior to the beginning of the quarter.

Effective July 1, 2001, the District will pay up to Five Hundred Dollars (\$500) toward the cost of retiree group health, dental, and vision insurance for any current confidential employee who was employed in the District prior to November 30, 1993 and who is employed in the District at the time of retirement through PERS, who retires under PERS, and who has served with the District for a minimum of fifteen (15) years and retires on or after July 1, 1996, if permitted by the carrier. Confidential employees hired on or after November 30, 1993, and on or before April 18, 2002, will be afforded retiree health benefits until they reach age 65. Confidential employees will prepay the District for spouse's coverage whenever

permitted by the carrier.

Part-time confidential employees will have the cost of the group health, dental, and vision insurance paid by the District prorated based on the percentage of the full-time equivalent earned during their employment with the District. Time accrued by part-time confidential employees above and beyond the fifteen (15) years required will have that time credited to the employee in calculating the percentage of cost the District will pay. Confidential employees hired on or after November 30, 1993, and on or before April 18, 2002, will be afforded retiree health benefits until they reach age 65.

This Five Hundred Dollar (\$500) amount shall constitute a cap on all future District liability and may only be used for the purpose of purchasing Schools Insurance Group Health Coverage.

LEAVES

Confidential employees who are absent because of illness and who have exhausted all District-paid sick and vacation leaves shall continue to receive insurance coverage paid by the District for that period of illness not to exceed twelve (12) months, or until separation.

BEREAVEMENT LEAVE - In the event of death in the immediate family of an employee, three (3) days paid leave shall be granted. Five (5) days paid leave shall be granted if travel more than two hundred fifty (250) miles one way is required. Distance shall be established by miles traveled one way on the main road between the points of origin of trip and destination. Immediate family means mother, father, grandmother, grandfather, grandchild of the employee or of the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, sister, step-parent, step-child, domestic partner, aunt, uncle, brother-in-law, sister-in-law, mother-in-law and father-in-law or, any relative living in the immediate household of the employee.

PERSONAL NECESSITY - All confidential employees may use up to seven days of sick leave per year for reasons of personal necessity as defined in the CSEA Contract. Two (2) of the seven Personal Necessity Days with pay may be used for reasons deemed personally compelling by the employee and may be used any day of the week except to extend a holiday. The employee shall verify in writing that sick leave for personal necessity was not used for vacation, recreation, seeking or engaging in other employment, or to extend a holiday or for concerted activities against the District.

PUBLIC EMPLOYEE RETIREMENT SYSTEM (PERS) - Effective March 1, 2000, the District will pay, as set by PERS, up to a maximum of seven percent of the employee's PERS contribution.

Effective January 1, 2013, first time PERS members will be responsible for paying their portion of PERS membership contribution as defined in the 2012 Pension Reform Act.

STATE DISABILITY INSURANCE – All confidential employees have the option of enrolling in the SDI program at the employee's expense.

NOTE: Employees must work eight (8) hours per day, ten (10) months per year, to qualify as a full-time employee.

- Adopted: October 15, 2008 (4.00% & .68%); Effective April 1, 2009 (4.00%); Effective January 1, 2009 (.68%).
- Revision: January 21, 2009 (Rescind .68%); Effective January 1, 2009.
- Revision: May 19, 2009; Effective July 1, 2009 (no salary change – language change: spring break & leap year)
- Revision: July 21, 2011: Effective July 2, 2011(only change of effective period)
- Revision: January 1, 2013 (PERS contribution revision)
- Adopted: February 6, 2013
- Revision: March 19, 2014 reflects a \$22 increase on benefit cap for 2013-14 and \$33 increase on benefit cap effective 7/1/14
- Adopted: April 2, 2014
- Revision: November 17, 2014
- Adopted: December 11, 2014
- Adopted: February 3, 2016 reflects 8.6% increase on longevity retroactive to July 1, 2015

ROCKLIN UNIFIED SCHOOL DISTRICT
CONFIDENTIAL EMPLOYEE SALARY SCHEDULE - MONTHLY / HOURLY

Executive Assistant						
Step	I	II	III	IV	V	VI
Monthly	\$ 4,405.00	\$ 4,628.00	\$ 4,861.00	\$ 5,103.00	\$ 5,362.00	\$ 5,626.00
Hourly	\$ 25.41	\$ 26.70	\$ 28.04	\$ 29.44	\$ 30.94	\$ 32.46

Accountant Administrative Assistant III Classified Personnel Analyst						
Step	I	II	III	IV	V	VI
Monthly	\$ 3,908.00	\$ 4,107.00	\$ 4,313.00	\$ 4,524.00	\$ 4,751.00	\$ 4,988.00
Hourly	\$ 22.55	\$ 23.69	\$ 24.88	\$ 26.10	\$ 27.41	\$ 28.78

Administrative Assistant II Technician II						
Step	I	II	III	IV	V	VI
Monthly	\$ 3,814.00	\$ 4,005.00	\$ 4,206.00	\$ 4,412.00	\$ 4,637.00	\$ 4,870.00
Hourly	\$ 22.00	\$ 23.11	\$ 24.27	\$ 25.45	\$ 26.75	\$ 28.10

Administrative Assistant I Technician I						
Step	I	II	III	IV	V	VI
Monthly	\$ 3,719.00	\$ 3,905.00	\$ 4,102.00	\$ 4,307.00	\$ 4,521.00	\$ 4,747.00
Hourly	\$ 21.46	\$ 22.53	\$ 23.67	\$ 24.85	\$ 26.08	\$ 27.39

Clerk						
Step	I	II	III	IV	V	VI
Monthly	\$ 3,024.00	\$ 3,172.00	\$ 3,334.00	\$ 3,500.00	\$ 3,677.00	\$ 3,858.00
Hourly	\$ 17.45	\$ 18.30	\$ 19.23	\$ 20.19	\$ 21.21	\$ 22.26

Adopted: October 15, 2008 (4.00% & .68%); Effective April 1, 2009 (4.00%); Effective January 1, 2009 (.68%).
Revision: January 21, 2009 (Rescind .68%); Effective January 1, 2009.
Revision: May 19, 2009: Effective July 1, 2009 (no salary change - language change)
Revision: July 21, 2011; Effective July 1, 2011 (rescind 2 furlough days)
Adopted: August 3, 2011
Revision: September 21, 2011
Adopted: January 2, 1900
Revision: January 1, 2013
Adopted: February 6, 2013
Revision: March 19, 2014 reflects 4% increase retroactive to July 1, 2013 for 2013-14: 4% increase effective July 1, 2014
Adopted: April 2, 2014
Revision: November 17, 2014 reflects 0.54% increase retroactive to July 1, 2014
Adopted: December 11, 2014
Adopted: February 3, 2016 reflects 8.6% increase retroactive to July 1, 2015 (Classic PERS members will begin to pay the employee portion of the PERS contribution on all eligible pay received after January 31, 2016)
Adopted: February 3, 2016 reflects increase of 2.4% effective July 1, 2016

APPENDIX A

**ROCKLIN UNIFIED SCHOOL DISTRICT
CONFIDENTIAL EMPLOYEE BENEFITS**

VACATION

Years of Service	Vacation Days Earned Per Year		
	10 month	11 month	12 month
0-3	8	9	10
4-9	12	13	15
10 or more	16	18	20

HOLIDAYS

New Year's Day January 1
 Martin Luther King's Birthday.....3rd Mon. in January
 Lincoln's Birthday February 12 (or as calendared)
 President's Birthday Third Monday in February
 Memorial Day Last Monday in May
 Independence Day July 4
 Labor Day First Monday in September
 Veteran's Day..... November 11
 Thanksgiving Day the Thursday proclaimed by the President
 In lieu of Admissions Day Friday following Thanksgiving
 Christmas Day December 25

Eligible twelve month employees will receive the following paid holidays:

- Full-Day on Christmas Eve
- Full-Day on New Year's Eve
- Full-Day on the Friday of spring break*

*This full day will settle any and all disputes in regard to the number of work days (260 vs. 261) for twelve month employees.

Every Leap Year, a (non-work/non-paid) day off will be awarded to twelve month employees between December 25 and January 1.

LONGEVITY - Paid monthly commencing on the first month following the completion of ten (10), fifteen (15), and twenty (20) years of unbroken service. Longevity pay is computed on the basis of 173.33 hours per average work month, 40 hours per week, 2080 hours per year - 12 months per year.

- After 10 years – \$893
- After 15 years – An additional \$1,056 for a total of \$1,949
- After 20 years – An additional \$1,219 for a total of \$3,168

LIFE INSURANCE POLICY (\$30,000) - Paid in full by District

HEALTH, VISION AND DENTAL BENEFITS - Effective July 1, 2014, the District will pay up to \$620 toward the cost of group health, dental, and vision insurance available through the Schools Insurance Group for all full-time confidential employees and their dependents.

This \$620 amount shall constitute a cap on all future District liability and may only be used for the purpose of purchasing Schools Insurance Group Health Coverage.

For confidential employees who regularly work four (4) or more hours per day, ten (10) or more months per year, the District will pay a pro-rated share of the premium.

RETIREMENT BENEFITS - Any confidential employee who is currently employed in the District at the time of retirement through PERS, who retires under PERS, and who has served with the District for a minimum of five (5) years, may remain part of the group medical program, the group dental program, and the group vision program, if permitted by the carrier, in addition to benefit rights afforded under COBRA. The confidential employee must prepay to the District quarterly for such coverage thirty (30) days prior to the beginning of the quarter.

Effective July 1, 2001, the District will pay up to Five Hundred Dollars (\$500) toward the cost of retiree group health, dental, and vision insurance for any current confidential employee who was employed in the District prior to November 30, 1993 and who is employed in the District at the time of retirement through PERS, who retires under PERS, and who has served with the District for a minimum of fifteen (15) years and retires on or after July 1, 1996, if permitted by the carrier. Confidential employees hired on or after November 30, 1993, and on or before April 18, 2002, will be afforded retiree health benefits until they reach age 65. Confidential employees will prepay the District for spouse's coverage whenever

permitted by the carrier.

Part-time confidential employees will have the cost of the group health, dental, and vision insurance paid by the District prorated based on the percentage of the full-time equivalent earned during their employment with the District. Time accrued by part-time confidential employees above and beyond the fifteen (15) years required will have that time credited to the employee in calculating the percentage of cost the District will pay. Confidential employees hired on or after November 30, 1993, and on or before April 18, 2002, will be afforded retiree health benefits until they reach age 65.

This Five Hundred Dollar (\$500) amount shall constitute a cap on all future District liability and may only be used for the purpose of purchasing Schools Insurance Group Health Coverage.

LEAVES

Confidential employees who are absent because of illness and who have exhausted all District-paid sick and vacation leaves shall continue to receive insurance coverage paid by the District for that period of illness not to exceed twelve (12) months, or until separation.

BEREAVEMENT LEAVE - In the event of death in the immediate family of an employee, three (3) days paid leave shall be granted. Five (5) days paid leave shall be granted if travel more than two hundred fifty (250) miles one way is required. Distance shall be established by miles traveled one way on the main road between the points of origin of trip and destination. Immediate family means mother, father, grandmother, grandfather, grandchild of the employee or of the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, sister, step-parent, step-child, domestic partner, aunt, uncle, brother-in-law, sister-in-law, mother-in-law and father-in-law or, any relative living in the immediate household of the employee.

PERSONAL NECESSITY - All confidential employees may use up to seven days of sick leave per year for reasons of personal necessity as defined in the CSEA Contract. Two (2) of the seven Personal Necessity Days with pay may be used for reasons deemed personally compelling by the employee and may be used any day of the week except to extend a holiday. The employee shall verify in writing that sick leave for personal necessity was not used for vacation, recreation, seeking or engaging in other employment, or to extend a holiday or for concerted activities against the District.

PUBLIC EMPLOYEE RETIREMENT SYSTEM (PERS) - Effective March 1, 2000, the District will pay, as set by PERS, up to a maximum of seven percent of the employee's PERS contribution.

Effective January 1, 2013, first time PERS members will be responsible for paying their portion of PERS membership contribution as defined in the 2012 Pension Reform Act.

STATE DISABILITY INSURANCE – All confidential employees have the option of enrolling in the SDI program at the employee's expense.

NOTE: Employees must work eight (8) hours per day, ten (10) months per year, to qualify as a full-time employee.

- Adopted: October 15, 2008 (4.00% & .68%); Effective April 1, 2009 (4.00%); Effective January 1, 2009 (.68%).
- Revision: January 21, 2009 (Rescind .68%); Effective January 1, 2009.
- Revision: May 19, 2009; Effective July 1, 2009 (no salary change – language change: spring break & leap year)
- Revision: July 21, 2011: Effective July 2, 2011 (only change of effective period)
- Revision: January 1, 2013 (PERS contribution revision)
- Adopted: February 6, 2013
- Revision: March 19, 2014 reflects a \$22 increase on benefit cap for 2013-14 and \$33 increase on benefit cap effective 7/1/14
- Adopted: April 2, 2014
- Revision: November 17, 2014
- Adopted: December 11, 2014
- Adopted: February 3, 2016 reflects 8.6% increase on longevity retroactive to July 1, 2015
- Adopted: February 3, 2016 reflects 2.4% increase on longevity effective July 1, 2016

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.3
ACTION
February 3, 2016

BOARD AGENDA BRIEFING

SUBJECT: Approve Salary Increases to Classified Non-Represented Salary Schedule to Match Agreements with Other Bargaining Groups

DEPARTMENT: Office of the Assistant Superintendent, Human Resources

Background:

The District has reached Tentative Agreements with CSEA, RAPA, and Confidential employee groups for 2015-2016. We are extending those salary increases to non-represented employees as has always been the practice of the District.

Status:

A proposed salary agreement for 2015-16 and 2016-17 is being forwarded for the non-representative group for the following:

1. Increase on salary schedule of 6.6% retroactive to July 1, 2015
2. Classic PERS members will begin to pay 6% of the Employee portion of the PERS contribution on all eligible pay received after January 31, 2016
3. Effective February 1, 2016, the District will continue to pay 1% of the Employee portion of the PERS contribution on all eligible pay received after January 31, 2016
4. Increase on the salary schedule of 0.87% effective July 1, 2016

The terms of this agreement, incorporating the cost savings of the Classic PERS member employee contribution, represent a total net cost to the District of 6.023%.

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:

Proposed Salary Schedules for 2015-16 and 2016-17 for Non-Represented Employees.

Recommendation:

Staff recommends the Board approve the proposed Non-Represented Salary Schedules for 2015-16 and 2016-17.

ROCKLIN UNIFIED SCHOOL DISTRICT
NON-REPRESENTED SALARY SCHEDULE - HOURLY

DRAFT

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
1	13.44	14.20	14.86	15.60	16.40	17.22
2	13.84	14.51	15.25	16.01	16.80	17.64
3	14.90	15.65	16.44	17.27	18.13	19.03
4	15.09	15.93	16.73	17.57	18.43	19.36
5	15.68	16.47	17.30	18.18	19.08	20.02
6	18.14	19.04	19.99	21.00	22.04	23.14
7	19.43	20.38	21.42	22.47	23.62	24.82
8	20.09	21.12	22.17	23.29	24.43	25.67
9	20.38	21.42	22.47	23.62	24.78	26.00
10	22.12	23.27	24.33	25.45	26.55	27.87
11	22.47	23.62	24.78	26.00	27.31	28.70
12	24.20	25.38	26.67	28.00	29.39	30.87
13	32.68	34.34	36.02	37.83	39.72	41.68
14	36.88	38.74	40.67	42.68	44.83	47.06
15	41.90	44.00	46.19	48.50	50.94	53.48

LONGEVITY

VACATION

Paid monthly commencing on the first month following the completion of ten (10), fifteen (15), and twenty (20) years of unbroken service. Longevity pay is computed on the basis of 173.33 hours per average work month, 40 hours per week, 2080 hours per year - 12 months per year. After 10 years - \$843. After 15 years an additional \$988 for total of \$1,831. After 20 years an additional \$1,142 for total of \$2,973.	Years of Service	Vacation Days Earned Per Year			
		10 mths.	10-1/2 mth.	11 mths.	12 mths.
	0-3	8	8-1/2	9	10
	4-9	12	12-1/2	13	15
	10 or more	16	17	18	20
Vacation days for 10 month, 10-1/2 month and 11 month employees shall not be taken. (These employees are paid for their vacation days.) Ten (10) month employees are paid annually on June 10, and 10-1/2 and 11 month employees are paid monthly.					

MAINTENANCE OPERATIONS AND GROUNDS

- 9 Custodial Supervisor
- 9 Grounds Supervisor
- 9 Nutrition Services Operation Manager
- 11 Maintenance Supervisor
- 11 Transportation Supervisor/Trainer

SPECIAL EDUCATION AND SUPPORT SERVICES

- 7 Certified Occupational Therapist Assistant
- 7 Speech Language Pathology Assistant
- 6 Interpreter - Deaf and Hard of Hearing
- 10 Licensed Vocational Nurse
- 15 Occupational Therapist
- 15 Physical Therapist

District Office

- 12 Certificated Personnel Analyst

SCHOOL SUPPORT

- 10 Aerospace Science Instructional Assistant
- 1 Campus Monitor
- 4 Discipline Technician
- 1 Instructional Aide (Elem K-6; Elem PE; Secondary; English Language Learner I)
- 3 Instructional Aide ELL II (English Language Learner)
- 2 Library Aide*
- 2 Health Aide* (formerly Nurse's Aide)
- 8 Workability Coordinator
- 4 Workability I Job Developer/Job Coach

TRANSPORTATION

- 12 Senior Mechanic

TECHNOLOGY

- 14 Database Specialist

Adopted: 10/15/08; Effective 01/01/09
 Revision: 03/018/09; Effective 03/18/09
 Revision: May 19, 2009; Effective July 1, 2009. No Salary Change - Language Change
 Revision: November 4, 2009 - No Salary Change - Job Range Change and Vacation Clarification
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 Adopted: August 3, 2011
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 Adopted: December 11, 2014
 Adopted: February 3, 2016 reflects 6.6% increase retroactive to July 1, 2015 (Classic PERS members will begin to pay 6% of the employee portion of the PERS contribution on all eligible pay received after January 31, 2016. Effective February 1, 2016, the District will continue to pay 1% of the employee portion of the PERS contribution on all eligible pay received after January 31, 2016)

ROCKLIN UNIFIED SCHOOL DISTRICT
NON-REPRESENTED EMPLOYEE BENEFITS

VACATION

Years of Service	Vacation Days Earned Per Year			
	10 month	10 ½ month	11 month	12 month
0-3	8	8 ½	9	10
4-9	12	12 ½	13	15
10 or more	16	17	18	20

HOLIDAYS

New Year's Day January 1
 Martin Luther King's Birthday.....3rd Monday in January
 Lincoln's BirthdayFebruary 12 (or as calendared)
 President's Birthday Third Monday in February
 Memorial DayLast Monday in May
 Independence Day July 4
 Labor Day First Monday in September
 Veteran's Day..... November 11
 Thanksgiving Day the Thursday proclaimed by the President
 In lieu of Admissions Day Friday following Thanksgiving
 Christmas DayDecember 25

Eligible twelve month employees will receive the following paid holidays:

- Full-Day on Christmas Eve Day
- Full-Day on New Year's Eve
- Full-Day on the Friday of Spring Break*

*This full day will settle any and all disputes in regard to the number of work days (260 vs. 261) for twelve month employees.

Every Leap Year, a (non-work/non-paid) day off will be awarded to twelve month employees between December 25 and January 1.

(In order to be eligible to be paid for a holiday, an employee must be in paid status on the working day immediately preceding or succeeding that holiday.)

LONGEVITY - Paid monthly commencing on the first month following the completion of ten (10), fifteen (15), and twenty (20) years of unbroken service. Longevity pay is computed on the basis of 173.33 hours per average work month, 40 hours per week, 2,080 hours per year, 12 months per year.

- After 10 years – \$843.
- After 15 years – An additional \$988 for total of \$1,831.
- After 20 years – An additional \$1,142 for total of \$2,973.

LIFE INSURANCE – A \$30,000 term life insurance policy for eligible 12-month employees will be provided.

HEALTH, VISION AND DENTAL BENEFITS - Effective July 1, 2014 the District will pay up to \$620 toward the actual cost of health, dental and vision benefit premiums for a full time employee and family coverage for any plan available through the Schools Insurance Group.

Qualifying Non-Represented employees for full District payments shall be employees who regularly work eight (8) hours per day, ten (10) or more months per year. Employees shall be enrolled in insurance programs on the first of the month following fulfillment of the eligibility requirement.

For Non-Represented employees who regularly work four (4) or more hours per day, ten (10) or more months per year, the District will contribute, for employee and family coverage, that portion of the monthly cap as the number of hours regularly worked per day by the part-time employee bears to eight (8), providing the employee agrees in writing to have the remaining amount deducted from his/her salary.

RETIREMENT BENEFITS - Any Non-Represented employee who is currently employed in the District at the time of retirement through PERS, who retires under PERS, and who has served with the District for a minimum of five (5) years, may remain part of the group medical program, the group dental program, and the group vision program, if permitted by the carrier, in addition to benefit rights afforded under COBRA. The Non-Represented employee must prepay to the District quarterly for such coverage thirty (30) days prior to the beginning of the quarter.

Effective April 1, 1997, the District will pay up to \$328 per month toward the cost of health, dental, and vision coverage for the retiree plus spousal coverage. This provision will apply to any classified employee hired prior to November 30, 1993 who is currently employed as a full-time* employee in the District at the time of retirement through PERS, who retires under PERS, and who served with the District for a minimum of fifteen (15) school years full-time unbroken service, if permitted by carrier. This provision provides lifetime benefits for the retiree and will apply only to benefits actually taken

through the carrier and in no event shall the District's obligation exceed Three Hundred Twenty-Eight Dollars (\$328.00) with respect to its monthly obligation.

Part-time employees who would otherwise qualify for retiree benefits as if they were full-time employees shall receive prorated retiree benefits provided they regularly worked at least six (6) hours per day, ten (10) months or more per year, over the last five (5) years of the minimum fifteen (15) year qualifying period with the District. A District part-time employee who qualifies for retiree benefits will have the cost of group health, dental and vision insurance paid by the District based upon the proportion that the employee's regular daily hours over the last five (5) years of his/her employment with the District bears to eight (8) and the monthly amount the District has agreed to pay (\$328.00).

Employees hired on or after November 30, 1993 and on or before February 26, 1997, will be provided retiree health benefits until they reach age 65 provided:

- If full time*, they otherwise meet the requirements in paragraph two of this section, except hire date.
- If part time*, they otherwise meet the requirements in paragraph two of this section, except for hire date.

LEAVES

Non-Represented employees who are absent because of illness and who have exhausted all District-paid sick and vacation leaves shall continue to receive insurance coverage paid by the District for that period of illness not to exceed twelve (6) months, or until separation.

BEREAVEMENT LEAVE - In the event of death in the immediate family of an employee, three (3) days paid leave shall be granted. Five (5) days paid leave shall be granted if travel more than two hundred fifty (250) miles one way is required. Distance shall be established by miles traveled one way on the main road between the points of origin of trip and destination. Immediate family means mother, father, grandmother, grandfather, grandchild of the employee or of the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, sister, step-parent, step-child, domestic partner, aunt, uncle, brother in-law, sister-in-law, mother-in-law and father in-law or, any relative living in the immediate household of the employee.

PERSONAL NECESSITY - All Non-Represented employees may use up to seven days of sick leave per year for reasons of personal necessity as defined in the CSEA Contract. Two (2) of the seven Personal Necessity Days with pay may be used for reasons deemed personally compelling by the employee and may be used any day of the week except to extend a holiday. The employee shall verify in writing that sick leave for personal necessity was not used for vacation, recreation, seeking or engaging in other employment, or to extend a holiday or for concerted activities against the District.

PUBLIC EMPLOYEE RETIREMENT SYSTEM (PERS) - Effective March 1, 2000, the District will pay, as set by PERS, up to a maximum of seven percent of the employee's PERS contribution.

Effective January 1, 2013, first time PERS members will be responsible for paying their portion of PERS membership contribution as defined in the 2012 Pension Reform Act.

PERSONAL NECESSITY LEAVE - All non-represented employees may use up to seven days of sick leave per year for reasons of personal necessity as defined in the CSEA Contract.

NOTE: Full Time - Employee works eight (8) hours per day, ten (10) months or more per year.

Part Time - Employee works four (4) hours or more but less than 8 hours per day, ten (10) months or more per year.

- Adopted: 10/15/08
- Revision: January 21, 2009; Effective January 1, 2009
- Revision: May 19, 2009; Effective: July 1, 2009 (no salary change – language change; spring break & leap year)
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ROCKLIN UNIFIED SCHOOL DISTRICT
NON-REPRESENTED SALARY SCHEDULE - HOURLY

DRAFT

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
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2	13.96	14.64	15.38	16.15	16.95	17.79
3	15.03	15.79	16.58	17.42	18.29	19.20
4	15.22	16.07	16.88	17.72	18.59	19.53
5	15.82	16.61	17.45	18.34	19.25	20.19
6	18.30	19.21	20.16	21.18	22.23	23.34
7	19.60	20.56	21.61	22.67	23.83	25.04
8	20.26	21.30	22.36	23.49	24.64	25.89
9	20.56	21.61	22.67	23.83	25.00	26.23
10	22.31	23.47	24.54	25.67	26.78	28.11
11	22.67	23.83	25.00	26.23	27.55	28.95
12	24.41	25.60	26.90	28.24	29.65	31.14
13	32.96	34.64	36.33	38.16	40.07	42.04
14	37.20	39.08	41.02	43.05	45.22	47.47
15	42.26	44.38	46.59	48.92	51.38	53.95

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		10 mths.	10-1/2 mth.	11 mths.	12 mths.
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MAINTENANCE OPERATIONS AND GROUNDS

- 9 Custodial Supervisor
- 9 Grounds Supervisor
- 9 Nutrition Services Operation Manager
- 11 Maintenance Supervisor
- 11 Transportation Supervisor/Trainer

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- 7 Certified Occupational Therapist Assistant
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District Office

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 Adopted: February 3, 2016 reflects 0.87% increase effective July 1, 2016

ROCKLIN UNIFIED SCHOOL DISTRICT
NON-REPRESENTED EMPLOYEE BENEFITS

VACATION

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- Adopted: February 3, 2016 reflects 6.6% increase on longevity retroactive to July 1, 2015
- Adopted: February 3, 2016 reflects 0.87% increase on longevity

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve the Rocklin Administrators Professional Association (RAPA) Tentative Agreement (TA)

DEPARTMENT: Office of the Assistant Superintendent - Human Resources

Background:

On December 17, 2015 and January 22, 2016, District representatives met with RAPA officers to discuss salary and benefits.

Status:

On January 22, 2016 a tentative salary agreement for 2015-16 was reached between the District and RAPA for the following:

1. Increase on salary schedule of 5.67% retroactive to July 1, 2015
2. Increase on Benefits Cap of \$40.00 dollars effective July 1, 2015

This agreement represents a total net cost to the District of 6.023%.

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:

Tentative Agreement and the proposed Rocklin Administrators Professional Association Salary Schedule for 2015-16.

Recommendation:

Staff recommends the Board approve the Tentative Agreement with the Rocklin Administrators Professional Association.

**TENTATIVE AGREEMENT
BETWEEN
ROCKLIN UNIFIED SCHOOL DISTRICT
AND
ROCKLIN ADMINISTRATORS PROFESSIONAL ASSOCIATION**

January 22, 2016

Rocklin Unified School District and Rocklin Administrators Professional Association (RAPA) hereby agree to the following agreement between the parties for 2015-16:

SALARIES

1. Increase on salary schedule of 5.67% retroactive to July 1, 2015
2. Increase on Health Benefit Cap of \$40.00 dollars per month retroactive to July 1, 2015

This agreement represents a total net cost to the District of 6.023%.

ROCKLIN ADMINISTRATORS PROFESSIONAL ASSOCIATION

By: _____

RAPA President

By: _____

RAPA Vice-President

ROCKLIN UNIFIED SCHOOL DISTRICT

By: _____

Superintendent

By: _____

Assistant Superintendent, Human Resources

Approved by RAPA Representative on _____, 2016

Approved by the Board of Trustees
of Rocklin Unified School District on _____, 2016

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	\$121,379	\$127,452	\$133,824	\$137,169	\$140,600	\$144,116
Director, Elementary Programs and School Leadership	223	\$121,379	\$127,452	\$133,824	\$137,169	\$140,600	\$144,116
Director, Special Education and Support Programs	223	\$116,710	\$122,550	\$128,676	\$131,893	\$135,192	\$138,572
Director, Personnel Services	223	\$114,407	\$120,127	\$126,134	\$129,286	\$132,517	\$135,829
Principal, High School	220	\$116,710	\$122,550	\$128,676	\$131,893	\$135,192	\$138,572
Principal, Middle School	214	\$105,356	\$110,621	\$116,149	\$118,726	\$122,031	\$125,081
Principal, Alternative Ed	214	\$103,407	\$108,574	\$114,002	\$116,853	\$119,774	\$122,770
Principal, Elementary School	214	\$103,407	\$108,574	\$114,002	\$116,853	\$119,774	\$122,770
Assistant Principal, High School	215	\$101,657	\$106,735	\$112,071	\$114,874	\$117,744	\$120,688
Assistant Principal, Middle School	205	\$92,980	\$97,629	\$102,510	\$105,074	\$107,699	\$110,392
Assistant Principal, Alternative Education	205	\$92,980	\$97,629	\$102,510	\$105,074	\$107,699	\$110,392
Assistant Principal, Elementary School	205	\$89,364	\$93,830	\$98,522	\$100,985	\$103,509	\$106,098
Coordinator	205	\$89,364	\$93,830	\$98,522	\$100,985	\$103,509	\$106,098
Program Specialist II	205	\$82,825	\$86,966	\$91,318	\$93,600	\$95,940	\$98,339
Program Specialist I	195	\$73,064	\$76,719	\$80,554	\$82,568	\$84,632	\$86,750
Health Services Supervisor	192	\$71,193	\$74,752	\$78,492	\$80,455	\$82,464	\$84,526
CLASSIFIED MANAGERS							
POSITION	DAYS	STEPS					
		A	B	C	D	E	F
Senior Director of Facilities, Maintenance, and Operations	226	\$104,862	\$110,109	\$115,617	\$118,503	\$121,464	\$124,504
Director of Fiscal and Purchasing Services	226	\$98,797	\$103,571	\$108,585	\$111,299	\$114,082	\$116,933
Chief Technology Officer	226	\$100,656	\$105,688	\$110,973	\$113,747	\$116,592	\$119,505
Systems Engineer	226	\$95,499	\$100,276	\$105,289	\$107,920	\$110,617	\$113,384
Director, Communications and Community Engagement	226	\$93,782	\$98,472	\$103,395	\$105,980	\$108,629	\$111,344
Energy Education Specialist	226	\$82,627	\$86,759	\$91,097	\$92,828	\$95,707	\$98,103
Director of Transportation	226	\$80,955	\$84,482	\$88,707	\$90,924	\$93,198	\$95,528
Director of Nutrition Services	226	\$80,955	\$84,482	\$88,707	\$90,924	\$93,198	\$95,528
Assistant Director of Facilities and Maintenance	226	\$77,757	\$81,146	\$85,204	\$87,333	\$89,517	\$91,755
Accounting Manager	226	\$70,819	\$74,360	\$78,079	\$80,031	\$82,033	\$84,082

\$992 - Stipend for MA or MS or \$1,448 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
 Revised 7/01/2010 - 4 furlough & 2% salary reduction- Furlough & salary reduction - applies to matrix o
 Revised 5/19/2010; Effective 7/01/2010 - position language
 Revised 6/16/2010; Effective 7/01/2010 - position language
 Revised 3/16/2011; Effective 3/10/2011- Add Energy Ed Specialist
 Revised 7/22/2011 - rescind 2 furlough & 1% salary reduction
 Revised 8/23/2011
 Revised 9/21/2011- rescind remaining 2 furlough & 1% salary reduction
 Revised 2/8/2012
 Revised 2/15/2012
 Revised 3/6/2012
 Revised 3/7/2012
 Revised 3/15/2012
 Revised 3/21/2012
 Revised 5/3/2012
 Revised 5/16/2012

Revised 4/2/14 relects 4% increase for 2013-14; 4% increase effective 7/1/14
 Revised 5/21/2014 - Director of Elementary Programs eliminated; add Directors of Elementary/Secondary Programs & School Leadership
 Revised 6/11/2014 - Add Coordinator of Family/Community Engagement & Strategic Planning
 Revised 11/5/2014 - Change Food Services to Nutrition Services
 Revised 12/11/2014 reflects 0.54 increase retroactive to 7/1/14
 Revised 5/20/2015 - Sr. Director of Facilities and Operations-title revision adding Maintenance
 Revised 6/10/15 - Add Director, Personnel Services & Asst. Principal-Alt Ed. / Director, Special Education/Support Programs salary adjustment effective 7/1/15
 Revised 9/2/15 - Add Chief of Communications and Community Engagement
 Revised 2/3/16 - reflects 5.67% increase retroactive to July 1, 2015

Administrative Benefit Package

Stipends: Stipends are included in total annual contract and effective July 1 following employee’s anniversary date.

Advanced

Degree: \$992 for Masters, CPA or Other Equivalent Post Graduate Program or \$1,448 for Doctorate

Longevity: Upon completion of 9 years on the RAPA Salary Schedule - \$2,318.
 Upon completion of 12 years on the RAPA Salary Schedule - \$3,091.
 Upon completion of 15 years on the RAPA Salary Schedule - \$3,863.

Longevity years for Administrators begin once placed on the RAPA Salary Schedule. Longevity years on any other salary schedule in the District will not count.

Benefits:

District-paid:

- * All administrators and managers will submit a positive work calendar each August to the Office of the Superintendent. This calendar will reflect all work days and vacation time.
- * Professional membership dues for one organization, i.e. Association of California School Administrators (ACSA), California Association of School Business Officials (CASBO), American School Food Service Association (ASFSA), Coalition for Adequate School Housing (CASH), or other organization.
- * RAPA members may have a district-paid \$100,000 term life insurance policy through SIG if qualified by the insurance company.
- * Long-term disability insurance program offered through CIGNA, Ltd. for all RAPA members and the State Disability Insurance program for Classified Management.
- * Health, vision, and dental insurance with a \$650 per month cap.
- * Effective November 1, 2006, the District’s contribution towards the retiree’s health, vision and dental benefits will be capped at \$490, if permitted by carrier, for certificated administrator and dependents hired on or before 2/6/91 or classified administrator and dependents hired on or before 11/30/93 who retires from the District under STRS/PERS and has served the District for a minimum of 15 years. Certificated administrators hired after 2/6/91 and classified administrators hired after 11/30/93 will not receive life-time benefits. Qualifying certificated administrators hired prior to 2/6/91 and classified administrators hired prior to 11/30/93 will be covered for health benefits from retirement until they reach age 65 or qualify for Medicare and, at that time, they will be provided a supplemental plan as a secondary carrier. Certificated and classified administrators who do not qualify for Medicare will be provided health coverage up to the \$490 cap. If the insurance company refuses service, the District will pay the premium up to the cap to an insurance company selected by the employee.
- * All administrators as reflected on the Administrative Salary Schedule have two (2) year employment contracts renewable annually after successful completion of each year. Any administrator not receiving a satisfactory annual evaluation will have one year to make necessary improvements. If improvements are made by the next evaluation and the evaluation is satisfactory, the administrator may receive another two year contract.
- * Reimbursement for mileage, meals, conferences, inservices, workshops and other necessary expenses will be allowed with Superintendent’s approval. Receipts and explanations are to be submitted for any expenditure.

Adopted:	October 15, 2008	Revised:	February 22, 2012 to reflect correct stipend amounts per salary schedule previously approved by Board.
Effective:	January 1, 2009	Revised:	March 7, 2012 to reflect change to CIGNA, Ltd. Long-term disability insurance program.
Revised:	Revised January 21, 2009 (Rescind .68%)	Revised:	May 8, 2012
Effective:	January 1, 2009 (Rescind 068%)	Revised:	May 16, 2012
Revised:	May 5, 2010-06-09	Revised:	March 20, 2014 to reflect \$22 increase on benefit cap for 2013-14 and \$33.00 on benefit cap effective 7-1-14
Effective:	July 1, 2014 4 Furlough & 2% Salary Reduction	Adopted:	April 2, 2014
Effective:	July 1, 2011 Furlough & 1% Salary Reduction*	Revised:	November 17, 2014
	*Furlough and salary reduction applies to matrix only.	Adopted:	December 11, 2014
Adopted:	August 3, 2011	Revised:	February 3, 2016 reflects 5.67% increase along with \$40.00 per month increase on benefit cap retroactive to July 1, 2015

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Deputy/Associate/Assistant Superintendent Salary Schedule to Match Agreement with Rocklin Administrators Professional Association (RAPA)

DEPARTMENT: Office of the Superintendent

Background:

Based on the tentative agreement with Rocklin Administrators Professional Association (RAPA), the District and Assistant/Deputy Superintendents have agreed to salary changes which are in line with the District's agreements with our bargaining units.

Status:

A proposed salary agreement for 2015-16 is being forwarded for the Deputy/Associate/Assistant Superintendent Salary Schedule as follows:

1. Increase on salary schedule of 5.67% retroactive to July 1, 2015
2. Increase on Health Benefits Cap of \$40.00 dollars per month effective July 1, 2015

This agreement represents a total net cost to the District of 6.023%.

Presenter:

Roger Stock, Superintendent

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:

Allotment of Time:

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

Packet Information:

Proposed Deputy/ Associate/ Assistant Superintendent Salary Schedule for 2015-2016

Recommendation:

Staff is recommending the Board approve the proposed Deputy/Associate/Assistant Superintendent Salary Schedule for 2015-2016 to match agreement with Rocklin Administrators Professional Association.

Rocklin Unified School District

Deputy, Associate, and Assistant Superintendent Salary Schedule

	A	B	C	D	E	F
Deputy Superintendent	\$168,497	\$172,599	\$176,803	\$181,112	\$185,528	\$190,056
Associate Superintendent	\$133,544	\$136,125	\$144,279	\$147,775	\$151,360	\$155,031
Assistant Superintendent	\$129,772	\$132,281	\$141,701	\$145,134	\$148,651	\$152,256

Days Worked: Per Contract

Master Degree/CPA Certification \$992.00
 Doctorate Degree \$1,448.00

Longevity

Upon completion of 8 years in the position \$3,222.00
 Upon completion of 10 years in the position \$4,511.00
 Upon completion of 15 years in the position \$6,445.00

Initial placement on the salary schedule will be determined by experience in same or like positions. Final recommendation will be determined by the Superintendent and approved by the Board of Trustees. Employees will move one step at the completion of each year.

In order to address the issue of creditable compensation under revised CalSTRS Regulations effective January 1, 2015 (5 CCR 27200 et. Seq.) and to treat all Deputy, Associate, and Assistant Superintendents consistently, the District has restructured its Deputy/Associate/Assistant Superintendent Salary Schedule to include additional compensation on the Salary Schedule which was previously paid as a monthly allowance for travel. The restructure is permanent effective July 1, 2015.

Adopted: July 16, 2008 (3.5%); Eff. July 1, 2008
 Revised: October 15, 2008 (4.00%; Eff. April 1, 2008; & .68% Eff. Jan. 1, 2009.
 Revised: Nov. 5, 2008; Eff. April 1, 2008
 Revised: Jan. 21, 2009 (Rescind .68%; Eff. Jan. 1, 2009.
 Revised: April 21, 2010 (Voluntary 4%
 Revised: August 3, 2011 (Rescind 2% of Reduction); Effective 7/1/2011
 Revised: 9/21/11 (Rescind remaining 2% of Reduction); Eff. 7/1/11
 Revised: April 23, 2014 reflects 4% increase retroactive from July 1, 2013; additional 4% effective July 1, 2014

Revised: April 23, 2014 reflects adjustment to steps for Deputy Superintendent effective July 1, 2014
 Revised: August 5, 2015, reflects 0.54% increase approved October 2014- retro to July 1, 2014; schedule previously known as Assistant Superintendent Salary Schedule
 Revised: August 5, 2015: Effective July 1, 2015, restructure of Superintendent salary schedule(s) per STRS Regulation
 Revised: February 3, 2016 reflects 5.67% increase retroactive to July 1, 2015

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.6
ACTION
February 3, 2016

BOARD AGENDA BRIEFING

SUBJECT: Approve AB1200 Bargaining Disclosure for California School Employees Association (CSEA), for July 1, 2015 through June 30, 2016

DEPARTMENT: Office of the Deputy Superintendent, Business & 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 costs for the 2015-16 salary & benefit agreements are listed on the Public Disclosure of Proposed Collective Bargaining Agreement Forms as required. Funds are available in the 2015-16 year to pay for these costs based on Budget Revision #3 for 2015-16 and the assumptions outlined on the last pages of the AB 1200 Disclosure Report. The Agreement is for July 1, 2015 through June 30, 2016.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

Current year: \$754,312
Future years: \$235,770
Funding source: General Fund, Charter Fund, Cafeteria 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:

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: CSEA

Certificated, Classified, Other: Classified

The proposed agreement covers the period beginning: 7/1/2015 and ending: 6/30/2016
(mm/dd/yyyy) (mm/dd/yyyy)

The Governing Board will act upon this agreement on: 2/3/2016
(mm/dd/yyyy)

Proposed Change in Compensation	Fiscal Impact of Proposed Agreement		
	FY 2015/16	FY 2016/17	FY 2017/18
Salary Schedule Change (include step and column movement)	784,084	179,749	
Other Compensation - Identify:			
Statutory Benefits - STRS, PERS, FICA, Medicare, WC UI, etc.	(29,772)	56,021	
Health and Welfare Benefits			
Total Proposed Change in Compensation Costs	\$ 754,312	\$ 235,770	\$ -
Total Number of FTE	272	272	
Average Cost per Employee	2,773	867	-

Costs Already Included in Board Approved Budget Ref. Supplemental Information #8	-	-	
Net Change to Budget	\$ 754,312	\$ 235,770	\$ -

**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"?

15/16: 8.20% increase to the salary schedule retroactive to July 1, 2015. Effective 2/1/16 all employee portion of PERS will be paid by the employee. 16/17: 1.69% increase to the salary schedule effective July 1, 2016.

- 2 Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

No additional steps, columns or ranges were added to the salary schedules for any Unit.

- 3 Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes

No

If yes, please describe the cap amount.

CSEA- \$620

- 4 Describe other proposed non-compensation Items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

The negotiation settlement did not have other non-compensation items.

**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.)?

The negotiation settlement did not include contingency language.

- 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 included in the agreement.

- 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 first interim that will now be recognized as an expense.

- 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 15/16 and 16/17. Per the Governor's proposed budget, the District is expecting one time revenues that will increase fund balance in 16/17.

**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

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 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	80,925,236		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	72,379,055		
Increase (Decrease) In Fund Balance	8,546,181	-	-
Other Revisions, As Of Date: BR#3 and settlements with RAPA, Superintendents, Confidential, and Non-Represented to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	(71,868)	78,702,256	81,211,019
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	4,674,605	79,662,219	80,247,108
Increase (Decrease) In Fund Balance	(4,746,473)	(959,963)	963,911
Adjustment For Settlement			
* Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	(98,807)	(22,034)	
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	458,208	149,552	
Increase (Decrease) In Fund Balance	(557,015)	(171,586)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	80,754,561	78,680,222	81,211,019
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	77,511,868	79,811,771	80,247,108
Fund Balance			
Beginning Fund Balance	8,860,116	12,102,809	10,971,260
Total Increase (Decrease) In Fund Balance	3,242,693	(1,131,549)	963,911
Projected Ending Fund Balance	12,102,809	10,971,260	11,935,171
Components of Ending Fund Balance			
Restricted			
Committed	649,752	714,863	779,974
Assignments:	8,355,214	4,781,621	2,519,382
Nonspendable	10,500	10,500	10,500
Reserve For Economic Uncertainty			
Unassigned Balance (must be positive number)	3,087,343	5,464,276	8,625,315
% Available for Economic Uncertainty	3.00%	5.21%	8.18%

* 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 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	21,466,522		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	21,108,956		
Increase (Decrease) In Fund Balance	357,566	-	-
Other Revisions, As Of Date: BR#3 and settlements with RAPA, Superintendents, Confidential, and Non-Represented to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	4,199,008	25,095,635	25,233,730
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	4,061,035	25,063,876	25,231,626
Increase (Decrease) In Fund Balance	137,973	31,759	2,104
Adjustment For Settlement			
* Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	98,807	22,034	
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	228,417	67,750	
Increase (Decrease) In Fund Balance	(129,610)	(45,716)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	25,764,337	25,117,669	25,233,730
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	25,398,408	25,131,626	25,231,626
Fund Balance			
Beginning Fund Balance	3,401,072	3,767,001	3,753,044
Total Increase (Decrease) In Fund Balance	365,929	(13,957)	2,104
* Projected Ending Restricted Fund Balance	3,767,001	3,753,044	3,755,148
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 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	102,391,758	-	-
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	93,488,011	-	-
Increase (Decrease) In Fund Balance	8,903,747	-	-
Other Revisions, As Of Date: BR#3 and settlements with RAPA, Superintendents, Confidential, and Non-Represented to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	4,127,140	103,797,891	106,444,749
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	8,735,640	104,726,095	105,478,734
Increase (Decrease) In Fund Balance	(4,608,500)	(928,204)	966,015
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)	686,625	217,302	-
Increase (Decrease) In Fund Balance	(686,625)	(217,302)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	106,518,898	103,797,891	106,444,749
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	102,910,276	104,943,397	105,478,734
Fund Balance			
Beginning Fund Balance	12,261,188	15,869,810	14,724,304
Total Increase (Decrease) In Fund Balance	3,608,622	(1,145,506)	966,015
Projected Ending Fund Balance	15,869,810	14,724,304	15,690,319
Components of Ending Fund Balance			
Restricted	3,767,001	3,753,044	3,755,148
Committed	649,752	714,863	779,974
Assignments:	8,355,214	4,781,621	2,519,382
Nonspendable	10,500	10,500	10,500
	-	-	-
Reserve For Economic Uncertainty	-	-	-
Unassigned Balance (must be positive number)	3,087,343	5,464,276	8,625,315
% Available for Economic Uncertainty	3.00%	5.21%	8.18%

**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 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	1,262,072		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	1,059,297		
Increase (Decrease) In Fund Balance	202,775	-	-
Other Revisions, As Of Date: BR#3 and settlements with RAPA, Superintendents, Confidential, and Non-Represented to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	68,692	1,262,072	1,262,072
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	46,697	1,059,515	1,059,515
Increase (Decrease) In Fund Balance	21,995	202,557	202,557
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)	2,507	770	
Increase (Decrease) In Fund Balance	(2,507)	(770)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	1,330,764	1,262,072	1,262,072
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	1,108,501	1,060,285	1,059,515
Fund Balance			
Beginning Fund Balance	119,542	341,805	543,592
Total Increase (Decrease) In Fund Balance	222,263	201,787	202,557
Projected Ending Fund Balance	341,805	543,592	746,149
Components of Ending Fund Balance			
Restricted	16,824	16,824	16,824
Committed			
Assignments:	324,981	526,768	729,325
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

Fund 13	Current Year	1st Subsequent Year	2nd Subsequent Year
	FY 2015/16	FY 2016/17	FY 2017/18
Latest Board Approved Budget Before Settlement, Date: BR#2 10/21/2015			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	2,478,916		
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	2,449,409		
Increase (Decrease) In Fund Balance	29,507	-	-
Other Revisions, As Of Date: BR#3 and settlements with RAPA, Superintendents, Confidential, and Non-Represented to be approved 2/3/16			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	(11,585)	2,478,916	2,478,916
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-9999)	(58,932)	2,450,320	2,450,320
Increase (Decrease) In Fund Balance	47,347	28,596	28,596
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)	65,180	17,698	
Increase (Decrease) In Fund Balance	(65,180)	(17,698)	-
Total Revised Budget			
Total Revenues, Including Transfers In, Other Sources In, & Contributions (Objects 8000-8999)	2,467,331	2,478,916	2,478,916
Total Expenses, Including Transfers Out, Other Uses (Objects 1000-7999)	2,455,657	2,468,018	2,450,320
Fund Balance			
Beginning Fund Balance	595,611	607,285	618,183
Total Increase (Decrease) In Fund Balance	11,674	10,898	28,596
Projected Ending Fund Balance	607,285	618,183	646,779
Components of Ending Fund Balance			
Restricted	607,285	618,183	646,779
Committed			
Assignments:			
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

This certification page should be signed by the Superintendent and Chief Business Official at the time of public disclosure and by the Board President upon formal board action on the proposed 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 CSEA Bargaining Unit, during the term of the agreement from 07/01/2015 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.

Current Year Budget Adjustments	Budget Adjustment Increase (Decrease)
Revenues/Other Financing Sources	\$ 0
Expenditures/Other Financing Uses	\$ 754,312
Change to Ending Fund Balance	\$ (754,312)

Certifications (check one & sign)

I hereby certify I am unable to certify




District Superintendent
Signature

1/29/16

Date

I hereby certify I am unable to certify



Chief Business Official
Signature

1/29/16

Date

After public disclosure of the major provisions contained in this document, the Governing Board at its meeting on 02/03/2016, took action to approve the proposed Agreement with the CSEA Bargaining Unit.

President, Governing Board
Signature

Date

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 2016-17 Governor's Budget Proposal (LCFF funding), 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 2016-17 Governor's budget proposal; and at the levels that the Department of Finance estimated in January of 51.97% in 2015-16, 49.08% in 2016-17 and 45.34% in 2017-18. COLAs provided in the LCFF of 1.02% in 2015-16, .47% in 2016-17 and 2.13% in 2017-18 are not reduced.

The State fully funds non-LCFF programs during 2015-16, 2016-17 and 2017-18, and provides COLA and growth at the same level for all programs through appropriations that support rates included in the State 2015-16 Adopted Budget.

The federal categorical programs, i.e. IDEA and Title I continue to be funded at the same levels as allocated in 2015-16.

ADA for 2015-16 is projected to be 10,964, and remains flat for 2016-17 and 2017-18.

Actual workers' compensation claims and new legislation will not result in a negative change to the 2015-16 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

January 29, 2016

Rocklin Unified School District
General Fund
Multiyear Projection
Combined

	2015-16 BR#3	2016-17 Projected Budget	2017-18 Projected Budget
A. TOTAL REVENUES AND FINANCING SOURCES	\$ 106,518,898	\$ 103,797,891	\$ 106,444,750
B. TOTAL EXPENDITURES & USES	(102,910,276)	(104,943,397)	(105,478,734)
C. NET INCREASE (DECREASE) IN FUND BALANCE (Deficit Spending)	\$ 3,608,622	\$ (1,145,506)	\$ 966,016
D. FUND BALANCE, RESERVES			
1. Beginning Fund Balance	12,261,188	15,869,810	14,724,304
2. Ending Fund Balance	\$ 15,869,810	\$ 14,724,304	\$ 15,690,319
E. COMPONENTS OF FUND BALANCE			
1. Nonspendable	\$ 10,500	\$ 10,500	\$ 10,500
2. Restricted	3,767,001	3,753,044	3,755,148
3. Committed	649,752	714,863	779,974
4. Assigned			
a. Other assigned	5,013,553	1,972,265	2,159,605
b. Subsequent year deficit spending	-	-	-
c. LCFF contingency	3,341,661	2,809,356	359,777
d. Negotiation settlement			
5. Unassigned (REU)	\$ 3,087,343	\$ 5,464,275	\$ 8,625,316
REU as a % of total expenditures	3.00%	5.21%	8.18%
REU and LCFF contingency as a % of total expenditures	6.25%	7.88%	8.62%
1% Reserve	1,029,103	1,049,434	1,054,787
3% Reserve	3,087,308	3,148,302	3,164,362

BUDGET ASSUMPTIONS

2015-16

- 1 LCFF funding model includes a 1.02% cost-of-living-adjustment on the target and 51.97% gap closure, and funding increase of 120 ADA. Proportionality requires an increase in supplemental services of \$900k.
 - 2 Lottery - \$181 (\$140 unrestricted) per prior year ADA
 - 3 196 increase in K-12 enrollment (excludes RICA) yr over yr CBEDs count
 - 4
 - 5 Negotiation settlement costs for all employee groups for 2015-16 are included at 6.023%
 - 6 Increase for step/column costs for eligible employees of approx. \$845k, net of retirement
 - 7 Increase in PERS contribution due to rate increase of .076%
 - 8 Increase in STRS contribution due to rate increase of 1.85%
 - 9 Increase in Workers' Compensation premiums due to rate increase of .06%
 - 10 Exclude board election costs of \$40k
 - 11 Increase in fuel and material costs
 - 12 Eliminate one time expenditures and revenues
 - 13 Contribution to the Deferred Maintenance Fund of \$80/ADA less \$200k utilized from Prop 39 funding and carryover of RDA funds. Total transfer is \$401k.
 - 14 RRMA contribution increases \$1.26M to meet 3% set aside requirement.
 - 15 Increase in contribution to support programs of \$863k
 - 16 Increase utility costs by 2.8% for estimated rate increases, offset by end of contract with Enerpov
 - 17 Prop 39 funding of \$670k and expenditures budgeted \$1M
 - 18 Increase of \$305k in instructional materials budget for new textbooks adoption for math grades K-5 and 10
 - 19 Increase in one time mandated cost reimbursements of \$5.7M; \$3.4M in assigned fund balance
 - 20 Increase for one time funding Educator Effectiveness Program of \$819k and expenditures of \$265k
 - 21 Added State on behalf STRS contribution and expenditures \$3M (GASB 68 implementation)
- Unrestricted Fund Balance is projected to increase by \$3.2M (based on current assumptions, before salary settlement with all units except RTPA for 2015-16). Reserve for LCFF subsequent year funding is not fully funded.**

Rocklin Unified School District
General Fund
Multiyear Projection
Combined

2016-17

- 1 LCFF funding model includes a .47% cost-of-living-adjustment on the target and 49.08% gap closure, and no change in ADA. Proportionality requires an increase in supplemental services of \$208k.
- 2 Lottery - \$181 (\$140 unrestricted) per prior year ADA
- 3 0 growth K-12 enrollment (excludes RICA)
- 4 No compensation increases, other than those resulting from the 2015-16 settlement agreements and those costs listed below have been included for 2016-17.
- 5 Increase for step/column costs for eligible employees of approx. \$862k, net of retirement
- 6 Increase in PERS contribution of \$246k due to estimated rate increase of 1.2%
- 7 Increase in STRS contribution of \$931k 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 \$401k.
- 12 RRMA contribution increases \$368k to meet 3% set aside requirement; \$850k expenditure
- 13 Increase in contribution to support programs of \$100k
- 14 Increase utility costs by 1% for estimated rate increases, offset by end of energy mgmt contract
- 15 Prop 39 funding of \$519k and expenditures budgeted \$519k
- 16 Increase of \$1M in instructional materials budget for new textbooks adoption for 11th grade math and K-12 ELA
- 17 Added State on behalf STRS contribution and expenditures \$3M (GASB 68 implementation)
- 18 **Unrestricted Fund Balance is projected to decrease by \$1.1M (based on current assumptions, before salary settlement with all units except RTPA in 2015-16 or 2016-17). Reserve for LCFF subsequent year funding is fully funded.**

2017-18

- 1
- LCFF funding model includes a 2.13% cost-of-living-adjustment on the target and 45.34% gap closure. Proportionality requires an increase in supplemental services of \$106k.
- 2 Lottery - \$181 (\$140 unrestricted) per prior year ADA
- 3 0 growth K-12 enrollment (excludes RICA)
- 4 No compensation increases, other than those resulting from the 2015-16 settlement agreements and those costs listed below have been included for 2016-17.
- 5 Increase for step/column costs for eligible employees of approx. \$879k, net of retirement
- 6 Increase in PERS contribution of \$467k due to estimated rate increase of 3.55%
- 7 Increase in STRS contribution of \$983k due to rate increase of 1.85%
- 8 Increase in fuel and material costs
- 9 Eliminate one time expenditures and revenues
- 10 Contribution to the Deferred Maintenance Fund of \$80/ADA less carryover of RDA funds. Total transfer is \$601k.
- 11 RRMA contribution increases \$16k to meet 3% set aside requirement; added \$850k for RHS
- 12 Increase in contribution to support programs of \$100k
- 13 Increase utility costs by 1% for estimated rate increases
- 14 Prop 39 funding of \$519k and expenditures budgeted \$519k
- 15 Exclude board election costs of \$40k
- 16 Decrease of \$1.5M in instructional materials budget for new textbooks
- 17 Added State on behalf STRS contribution and expenditures \$3M (GASB 68 implementation)
- 18 **Unrestricted Fund Balance is projected to increase by \$964k (based on current assumptions, before salary settlement with all units except RTPA in 2015-16, 2016-17 and 2017-18). Reserve for LCFF subsequent year funding is fully funded.**

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

Item 8.7
ACTION
February 3, 2016

SUBJECT: Approve California School Employees Association (CSEA), Rocklin Chapter #773 Tentative Agreement (TA)

DEPARTMENT: Office of the Assistant Superintendent, Human Resources

Background:

On Thursday, November 19, 2015 the District began negotiations on salaries and contract language with CSEA. Negotiation meetings were held on December 4, 2015, December 15, 2015, and January 15, 2016. As a result, the District and CSEA have reached and finalized a Tentative Agreement (TA) on salary and language.

Status:

On January 15, 2016 a Tentative Agreement regarding salaries and contract language was reached between the District and CSEA for the 2015-16 re-openers as follows:

1. Increase on salary schedule of 8.2% retroactive to July 1, 2015
2. Classic PERS members will begin to pay the Employee portion of the PERS contribution on all eligible pay received after January 31, 2016
3. Increase on the salary schedule of 1.69% effective July 1, 2016
4. For 2016-17, the parties further agree to re-open negotiations on salary, health, welfare and retirement benefits and one article of parties choice

The terms of this agreement, incorporating the cost savings of the Classic PERS member employee contribution, represent a total net cost to the District of 6.023%.

The parties further agree to change the language of Article 3 – Union Rights, Section 3.2 and eliminate Article 26 – Health, Welfare, and Retirement Benefits, Section 26.10 of the Collective Bargaining Agreement.

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:

Tentative Agreement and proposed CSEA Salary Schedules for 2015-16 and 2016-17.

Recommendation:

Staff recommends that the Board approve the Tentative Agreement with the California School Employees Association.

TENTATIVE AGREEMENT
Between
ROCKLIN UNIFIED SCHOOL DISTRICT
and
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
and its ROCKLIN CHAPTER #773

January 15, 2016

The Rocklin Unified School District (District) and the California School Employees Association and its Rocklin Chapter #773 (CSEA) enter into the following Tentative Agreement regarding salaries and contract language for the 2015-16 re-openers.

1. Increase on salary schedule of 8.2% retroactive to July 1, 2015
2. Classic PERS members will begin to pay the Employee portion of the PERS contribution on all eligible pay received after January 31, 2016
3. Increase on the salary schedule of 1.69% effective July 1, 2016
4. For 2016-17, the parties further agree to re-open negotiations on salary, health, welfare and retirement benefits and one article of parties choice

The terms of this agreement, incorporating the cost savings of the Classic PERS member employee contribution, represent a total net cost to the District of 6.023%.

The parties further agree to change the language of Article 3 – Union Rights, Section 3.2 and eliminate Article 26 – Health, Welfare, and Retirement Benefits, Section 26.10 of the Collective Bargaining Agreement to read as follows:

3.2 ~~Printing~~ Notification of Agreement

The District agrees to post a copy of this Agreement on the District website and provide a New CSEA Employee Contract Agreement Acknowledgement Form (Appendix F) to any new employee in the bargaining unit. The District will provide a copy of the New CSEA Employee Contract Agreement Acknowledgement Form to the Association in a timely manner.

~~26.10 District Paid Employee PERS Contribution~~

~~Effective December 1, 1999, the District will pay the employee's seven percent Public Employees Retirement System (PERS) contribution.~~



Colleen Slattery
Assistant Superintendent

1.15.16
Date



Eric Schmid
Chapter 773 – Negotiations Chair

1/15/16
Date



Ryan Friesen
CSEA Labor Relations Representative

1/15/16
Date



Rocklin Unified School District
2615 Sierra Meadows Drive
Rocklin, CA 95677
(916) 630-2240.....

Office of Human Resources

New CSEA Employee Contract Agreement
Acknowledgement Form

Date: _____

Site/Department _____

Print Name: _____

Signature: _____

**ROCKLIN UNIFIED SCHOOL DISTRICT
CSEA CLASSIFIED SALARY SCHEDULE**

DRAFT

NUTRITION SERVICES

- 21 Nutrition Services Worker I
- 31 Nutrition Services Worker II
- 33 Nutrition Services Worker III
- 33 Nutrition Delivery Driver/Warehouse Worker

SCHOOL & OFFICE SUPPORT

- 30 Attendance Clerk
- 30 Career Technician
- 30 Clerk
- 27 Computer Center Technician
- 29 Computer Center Technician II
- 31 Computer Center Technician III
- 30 Counseling Clerk
- 33 Counseling Secretary
- 35 Department Secretary
- 30 Library Clerk
- 33 Library Technician
- 33 Principal's Secretary - Elem Sch & Alt Ctr
- 35 Principal's Secretary - Intermed./H.S.
- 33 Registrar
- 33 School Bookkeeper
- 30 School Clerk
- 33 Secretary to the Assistant Principal
- 24 Special Education Aide I
- 27 Special Education Aide II
- 29 Special Education Aide III

MAINTENANCE & OPERATIONS

- 33 Delivery Driver/Warehouse Worker
- 31 Groundskeeper I
- 34 Groundskeeper II
- 37 Groundskeeper III
- 37 Grounds Mechanic
- 35 High School Facilities Coordinator
- 28 Day Custodian
- 29 Night Custodian
- 33 Elementary Lead Custodian
- 34 Middle School Lead Custodian
- 36 High School Lead Custodian I
- 37 High School Lead Custodian II
- 31 Maintenance Worker I
- 35 Maintenance Worker II
- 36 Maintenance Worker HVAC
- 36 Maintenance Worker Low Voltage
- 39 Maintenance Worker III
- 41 Mechanic

Range	Step A	Step B	Step C	Step D	Step E	Step F
20	12.81	13.46	14.11	14.79	15.57	16.34
21	13.11	13.80	14.44	15.20	15.93	16.73
22	13.46	14.11	14.79	15.57	16.34	17.17
23	13.80	14.44	15.20	15.93	16.73	17.57
24	14.11	14.79	15.57	16.34	17.16	17.98
25	14.44	15.20	15.93	16.73	17.58	18.47
26	14.79	15.57	16.32	17.16	18.02	18.92
27	15.20	15.93	16.73	17.58	18.46	19.38
28	15.57	16.34	17.16	18.02	18.92	19.88
29	15.95	16.75	17.60	18.48	19.42	20.37
30	16.34	17.16	18.02	18.92	19.85	20.84
31	16.73	17.58	18.46	19.40	20.35	21.38
32	17.16	18.02	18.92	19.85	20.85	21.91
33	17.58	18.46	19.40	20.35	21.37	22.42
34	18.02	18.92	19.85	20.85	21.92	23.00
35	18.46	19.40	20.35	21.37	22.43	23.58
36	18.92	19.85	20.85	21.92	22.99	24.13
37	19.40	20.35	21.37	22.43	23.57	24.70
38	19.85	20.85	21.92	22.99	24.13	25.35
39	20.35	21.37	22.43	23.57	24.71	25.97
40	20.85	21.92	22.99	24.13	25.35	26.58
41	21.37	22.43	23.57	24.71	25.96	27.29
42	21.92	22.99	24.13	25.35	26.63	27.97
43	22.43	23.57	24.71	25.96	27.29	28.62
44	22.99	24.13	25.35	26.63	27.96	29.35
45	23.57	24.71	25.96	27.29	28.61	30.05
46	24.13	25.35	26.63	27.96	29.37	30.83
47	24.71	25.96	27.29	28.61	30.07	31.58
48	25.35	26.63	27.96	29.37	31.57	33.14
49	25.96	27.29	28.61	30.07	32.03	33.63
50	26.63	27.96	29.37	30.80	32.35	33.97
51	27.29	28.61	30.07	31.57	33.13	34.79
52	27.96	29.37	30.80	32.35	33.96	35.66
53	28.61	30.07	31.57	33.13	34.79	36.53
54	29.37	30.80	32.35	33.96	35.70	37.50

TECHNOLOGY

- 29 Video/Theater Technician
- 35 Help Desk Support
- 41 Computer Maintenance Technician
- 48 Network Coordinator
- 54 Data, Assessment, and Evaluation Specialist

TRANSPORTATION

- 34 Bus Driver
- 30 Car Driver
- 38 Trainer/Dispatcher
- 34 Routing Technician/Utility Bus Driver
- 23 Bus Attendant
- 38 Mechanic Assistant/Utility Driver

VACATION

Years of Service	Vacation			
	10 month	11 month	12 month	
0-3	8	9	10	10
4-9	12	13	15	15
10 or more	16	18	20	20

LONGEVITY

LONGEVITY (Effective the month following the employees anniversary date - to be paid on a monthly basis.)
After 10 years - \$863
After 15 years an additional \$1,021 for total of \$1,884
After 20 years an additional \$1,178 for total of \$3,062

Revised & Eff : March 18, 2009
 Revised: May 19, 2009; Eff July 1, 2009
 Revised: June 2, 2009; Eff July 1, 2009
 Revised: June 16, 2010; Eff July 1, 2010 - Add Grounds Mechanic
 Revised: June 16, 2010; Eff July 1, 2010 - Remove Transp Routing Tech and Util Bus Driver. Add Routing Technician/Utility Bus Driver
 Revised: June 16, 2010; Eff July 1, 2010 - No Increase - 4 Furlough Days
 Revised: July 22, 2011; Effective July 1, 2011 - No Increase - 2 furlough days
 Adopted: August 3, 2011
 Revised: September 12, 2011; Effective July 1, 2011 - No Increase rescind remaining 2 furlough days
 Adopted: September 21, 2011
 Revised: January 11, 2012--Add Helpdesk Support
 Adopted: January 18, 2012

Revised: March 14, 2014 reflects 4% increase for 2013-14; 4% increase effective July 1, 2014
 Adopted:
 Revised: May 15, 2014-added Data, Assessment, & Evaluation Specialist
 Adopted: May 21, 2014
 Revised: October 23, 2014 - change from Food Services to Nutrition Services
 Adopted: November 5, 2014
 Revised: November 17, 2014 reflects 0.54% increase retroactive to July 1, 2014
 Adopted: December 11, 2014
 Adopted: February 3, 2016 reflects 8.2% increase retroactive to July 1, 2015 (Classic PERS members will begin to pay the employee portion of the PERS contribution on all eligible pay received after January 31, 2016)

**ROCKLIN UNIFIED SCHOOL DISTRICT
CSEA CLASSIFIED SALARY SCHEDULE**

DRAFT

NUTRITION SERVICES

- 21 Nutrition Services Worker I
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Range	Step A	Step B	Step C	Step D	Step E	Step F
20	13.03	13.69	14.35	15.04	15.83	16.62
21	13.33	14.03	14.68	15.46	16.20	17.01
22	13.69	14.35	15.04	15.83	16.62	17.46
23	14.03	14.68	15.46	16.20	17.01	17.87
24	14.35	15.04	15.83	16.62	17.45	18.28
25	14.68	15.46	16.20	17.01	17.88	18.78
26	15.04	15.83	16.60	17.45	18.32	19.24
27	15.46	16.20	17.01	17.88	18.77	19.71
28	15.83	16.62	17.45	18.32	19.24	20.22
29	16.22	17.03	17.90	18.79	19.75	20.71
30	16.62	17.45	18.32	19.24	20.19	21.19
31	17.01	17.88	18.77	19.73	20.69	21.74
32	17.45	18.32	19.24	20.19	21.20	22.28
33	17.88	18.77	19.73	20.69	21.73	22.80
34	18.32	19.24	20.19	21.20	22.29	23.39
35	18.77	19.73	20.69	21.73	22.81	23.98
36	19.24	20.19	21.20	22.29	23.38	24.54
37	19.73	20.69	21.73	22.81	23.97	25.12
38	20.19	21.20	22.29	23.38	24.54	25.78
39	20.69	21.73	22.81	23.97	25.13	26.41
40	21.20	22.29	23.38	24.54	25.78	27.03
41	21.73	22.81	23.97	25.13	26.40	27.75
42	22.29	23.38	24.54	25.78	27.08	28.44
43	22.81	23.97	25.13	26.40	27.75	29.10
44	23.38	24.54	25.78	27.08	28.43	29.85
45	23.97	25.13	26.40	27.75	29.09	30.56
46	24.54	25.78	27.08	28.43	29.87	31.35
47	25.13	26.40	27.75	29.09	30.58	32.11
48	25.78	27.08	28.43	29.87	32.10	33.70
49	26.40	27.75	29.09	30.58	32.57	34.20
50	27.08	28.43	29.87	31.32	32.90	34.54
51	27.75	29.09	30.58	32.10	33.69	35.38
52	28.43	29.87	31.32	32.90	34.53	36.26
53	29.09	30.58	32.10	33.69	35.38	37.15
54	29.87	31.32	32.90	34.53	36.30	38.13

TECHNOLOGY

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- 35 Help Desk Support
- 41 Computer Maintenance Technician
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- 54 Data, Assessment, and Evaluation Specialist

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- 23 Bus Attendant
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VACATION

Years of Service	Vacation		
	10 month	11 month	12 month
0-3	8	9	10
4-9	12	13	15
10 or more	16	18	20

LONGEVITY

LONGEVITY (Effective the month following the employees anniversary date - to be paid on a monthly basis.)
After 10 years - \$878
After 15 years an additional \$1,038 for total of \$1,916
After 20 years an additional \$1,198 for total of \$3,114

Revised & Eff : March 18, 2009
 Revised: May 19, 2009; Eff July 1, 2009
 Revised: June 2, 2009; Eff July 1, 2009
 Revised: June 16, 2010; Eff July 1, 2010 - Add Grounds Mechanic
 Revised: June 16, 2010; Eff July 1, 2010 - Remove Transp Routing Tech and Util Bus Driver. Add Routing Technician/Utility Bus Driver
 Revised: June 16, 2010; Eff July 1, 2010 - No Increase - 4 Furlough Days
 Revised: July 22, 2011; Effective July 1, 2011 - No Increase - 2 furlough days
 Adopted: August 3, 2011
 Revised: September 12, 2011; Effective July 1, 2011 - No Increase rescind remaining 2 furlough days
 Adopted: September 21, 2011
 Revised: January 11, 2012--Add Helpdesk Support
 Adopted: January 18, 2012

Revised: March 14, 2014 reflects 4% increase for 2013-14; 4% increase effective July 1, 2014
 Adopted:
 Revised: May 15, 2014-added Data, Assessment, & Evaluation Specialist
 Adopted: May 21, 2014
 Revised: October 23, 2014 - change from Food Services to Nutrition Services
 Adopted: November 5, 2014
 Revised: November 17, 2014 reflects 0.54% increase retroactive to July 1, 2014
 Adopted: December 11, 2014
 Adopted: February 3, 2016 reflects 8.2% increase retroactive to July 1, 2015 (Classic PERS members will begin to pay the employee portion of the PERS contribution on all eligible pay received after January 31, 2016)
 Adopted: February 3, 2016 reflects 1.69% increase effective July 1, 2016

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Resolution No. 15-16-13 Amending the Joint Powers Agreement forming the School Risk and Insurance Management Group (SRIMG)

DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

The original/current Joint Powers Agreement was approved in 1978 and is no longer legally compliant with Government Code. It is referred to as SIG (Schools Insurance Group) in everyday conversation, but the JPA's formal name is School Risk and Insurance Management Group.

Status:

SRIMG has spent the past year developing the new Joint Powers Agreement document working with an attorney who specializes in JPA documents. The Sub-Committee consisted of two Nevada County District representatives and two Placer County District Representatives. The documents were then reviewed by the Executive Committee and approved by the Joint Powers Board to distribute to members for legal review. The new documents are compliant with all current laws regarding JPA structure, an indemnification clause for JPA representatives has been added and all JPA members retain one vote on the Joint Powers Board.

The major changes to the Agreement are listed below:

1. In compliance with Section 6509, the Amended Agreement defines the manner in which the joint powers of the members may be administered. Although a requirement of a joint powers agreement, it has little effect on the implementation of a joint powers agreement for self-insurance. See Article 1, last sentence of the last paragraph.
2. The votes that a member of the Board has was deleted from Article VIII, Section A and included in the proposed Bylaws.
3. Wording was added to specifically address the strict accountability requirements of Section 6505. See Article X.
4. Wording was added to establish the financial duties and obligations of the Treasurer as defined in Section 6505.5. See Article X.
5. A provision for the amendment of the Agreement was included. See Article XIV. This provides for a majority of the members to amend the Agreement. Members not agreeable to the changes will need to provide notice of withdrawal and withdraw in accordance with the Withdrawal provisions of the Agreement.
6. A provision for expulsion of a member is added as Article V, Section B. Expulsion requires a two-thirds vote of the representatives at a regular meeting of the Board.
7. The withdrawal provision and Expulsion provision specifically state the withdrawing or expelled member's rights and obligations. See Article V, Section C.
8. Certain powers are reserved to the Board and cannot be delegates, such as the adoption of the budget. See Article VIII, Section B. The adoption of the budget reflects the requirement of current law. Other items are thought to be appropriately retained by the Board.
9. An indemnification provision was added to clarify that SIG will indemnify its Board members, Committee members, officers and staff as allowed by law. See Article IX.

Presenter(s):

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 [X] Action Item [] Information Item

Packet Information:

Resolution No. 15-16-13 and the Joint Powers Agreement are included.

Recommendation:

Staff recommends the approval of Resolution 15-16-13.

**RESOLUTION NO. 15-16-13
BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT**

**RESOLUTION OF THE ROCKLIN UNIFIED SCHOOL DISTRICT AMENDING THE
JOINT POWERS AGREEMENT FORMING THE SCHOOL RISK AND INSURANCE
MANAGEMENT GROUP**

WHEREAS, on November 20, 1978, the Board of Trustees approved entering into an agreement that provided for the creation of the School Risk and Insurance Management Group (SRIMG) for the purpose of jointly funding certain liabilities incurred by the parties to the Agreement and providing risk management services to reduce such losses,

WHEREAS, SRIMG has provided Rocklin Unified School District such coverage of such liabilities at a stable and overall competitive pricing,

WHEREAS, the Board of Trustees of Rocklin Unified School District finds it in the best interest of the District to continue its participation in SRIMG for the continuation of coverage for liabilities as defined in the coverage documents and risk management services from SRIMG,

WHEREAS, while the Agreement has essentially retained its original form as originally drafted in 1978, laws have changed, the operations of the Authority have developed,

WHEREAS, the Board of Trustees recognizes these changes and the need to amend the joint powers agreement to enable SRIMG to benefit from, and conform to, the changes in the laws, to adapt to changes in the environment that SRIMG operates, and to benefit from developments in the managerial and operational techniques of a joint powers authority for the purpose of jointly funding the tort liability and other losses facing the parties to the agreement in the future.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rocklin Unified School District accepts the changes to the Agreement as presented and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the President of the Board to sign the amended agreement that shall enable the Rocklin Unified School District to continue to enjoy the joint self-insurance and risk management programs provided by the Authority.

THIS FORTHGOING RESOLUTION WAS DULY PASSED AND ADOPTED BY THE Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 3rd of February, 2016 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed and approved by me after its passage.

President, Rocklin Unified Board of Trustees

ATTEST:

Clerk, Rocklin Unified Board of Trustees

**A JOINT POWERS AGREEMENT
FORMING THE
SCHOOLS RISK AND INSURANCE
MANAGEMENT GROUP**

The undersigned Public Education Agencies entered into this Agreement for the purpose of establishing, operating, and maintaining a self-insurance program for Workers' Compensation and other self-insurance and risk management programs.

Recitals

WHEREAS, this Agreement is entered into pursuant to the provisions of the Joint Exercise of Powers Act, commencing at section 6500 of the California Government Code, and California Education Code section 17567, which authorize public agencies and school districts to jointly insure or self-insure their liabilities and to perform other related services through a joint powers agreement;

WHEREAS, California Government Code sections 990.4, 990.6 and 990.8 enable a public entity to self-insure or purchase insurance jointly with other entities under a joint powers agreement;

WHEREAS, California Labor Code section 3700 enables public entities to self-insure their workers' compensation liabilities with approval by the California Department of Industrial Relations; and

WHEREAS, it is to the mutual benefit of the parties herein, and in the best public interest of said parties to join together to establish this Joint Powers Agreement to accomplish the purposes hereinafter set forth.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL ADVANTAGES TO BE DERIVED THEREFROM, AND IN CONSIDERATION OF THE EXECUTION OF THIS AGREEMENT BY OTHER PUBLIC EDUCATION AGENCIES, EACH OF THE PARTIES HERETO DOES HEREBY AGREE AS FOLLOWS:

**ARTICLE I - CREATION OF THE SCHOOL RISK AND INSURANCE MANAGEMENT GROUP
(SRIMG)**

Pursuant to the California Government Code section 6503.5, there is hereby created a public entity separate and apart from the parties hereto, to be known as the "School Risk and Insurance Management Group," hereinafter designated as "SIG", "SRIMG" or "the Group." The debts, liabilities, or obligations of the Group do not constitute debts, liabilities, or obligations of any party to this Agreement.

SRIMG shall have the powers common to **Public Education Agencies** for the accomplishment of the purposes of this **Agreement**, and is hereby authorized to do all acts necessary for the exercise of said common powers, including, but not limited to, any or all of the following: to make and enter into contracts; to incur debts, liabilities, or obligations to any party to this **Agreement**; to acquire, hold or dispose of property; to receive gifts, contributions, and donations of property, funds, services, and other forms of assistance from persons, firms, corporations and any governmental entity; and to sue and to be sued in its own name. Said powers shall be exercised in the manner provided in the law, and except as expressly set forth herein, shall be subject only to such restrictions upon the manner of exercising such powers as are imposed upon Placer County Office of Education.

ARTICLE II - PURPOSES

The purposes of this **Agreement** shall be to provide the parties with the capabilities of self-insurance, pooling, and joint purchase of insurance programs, and the establishment and maintenance of funds to pay for desired insurance coverage or self-insured claims. Such program shall include, but will not be limited to administrative services, such as claims adjusting, administration, safety engineering, and other risk management services.

ARTICLE III - DEFINITIONS

The following terms shall have the meaning as herein stated, except where the context requires otherwise:

- a. **Agreement** shall mean this Joint Powers Agreement forming the School Risk and Insurance Management Group.
- b. **Bylaws** shall mean the Bylaws adopted, or as amended, by the **Joint Powers Board**.
- c. **Group**, **SRIMG**, or **SIG** shall mean the Schools Risk and Insurance Management Group, a joint powers authority created by this **Agreement**.
- d. **Joint Powers Board** shall be the governing board of the **Group** as described in Article VIII.
- e. **Member** shall mean an entity that signed this **Agreement** at the inception of the **Agreement** or thereafter.
- f. **Non-voting Member** is an entity that signed this **Agreement** whose governing body consists exclusively of representative from other **Members**.
- g. **Program** shall mean a self-funded, group purchase, or combination self-funded and group purchase, coverage, including ancillary services to enhance such programs, provided to the **Members** of the **Group**.
- h. **Public Education Agency** shall mean a school district, county superintendent of schools, regional occupation program, community college, school joint powers authority, or a public or non-profit entity composed entirely of **Members** or formed exclusively to serve a **Member** or **Members**.

- i. **Representative** shall mean the representative or alternate appointed by the **Member** in accordance with Article VIII, below.
- j. **Voting Member** shall mean a **Member** that has been approved by the **Joint Powers Board** and is entitled to vote. Exhibit A, which is attached to this **Agreement** and incorporated herein, lists the **Voting Members**. Exhibit A will be amended without further approval upon a change in **Voting Members**.

ARTICLE IV - MEMBERS

A. ELIGIBILITY

Each initial party to this **Agreement** must be a **Public Education Agency** and shall become a **Member** on the effective date of this **Agreement**. The **Members** are entitled to the rights and privileges, and are subject to the obligations of membership, all as are provided in this **Agreement**. A **Public Education Agency** desiring membership after initial operation has begun shall apply under the provisions of the **Bylaws**. All parties shall be bound by this **Agreement**, the **Bylaws**, the **Program** policies, and the other governing documents of **SRIMG**.

B. MEMBERS' OBLIGATIONS

Each **Member** shall cooperate fully with **SRIMG** in investigating, defending and settling claims for which **SRIMG** provides coverage; shall pay cash contributions, assessments and other charges promptly; and shall comply with the terms of this **Agreement**, the **Bylaws**, the **Program** policies and procedures in which the **Member** participates, and such other policies and procedures adopted by **SRIMG**.

Each **Voting Member** shall appoint a Representative and an alternate to the **Joint Powers Board**.

ARTICLE V - WITHDRAWAL AND EXPULSION

A. WITHDRAWAL

No **Member** may terminate its membership as a party to this **Agreement** for three (3) years after becoming a party. After the expiration of said three (3) year period, a **Member** may terminate its participation in this **Agreement** by giving written notice to the **Joint Powers Board**. The terminating **Member** must provide written notice to the **Joint Powers Board** by March 31st, and the termination shall be effective as of the end of the fiscal year that said written notice is received. A copy of official Governing Board action terminating its membership as a party to this **Agreement**, as adopted by the terminating **Member's** governing board, shall constitute "written notice". A withdrawing **Member** shall have no right to the contributions made to **SRIMG**, except as provided in the **Bylaws** or other governing documents.

B. EXPULSION

SRIMG may expel a **Member**, with or without cause, by a two-thirds affirmative vote of those **Representatives** voting at a regular or special meeting of the **Joint Powers Board**. Such expulsion shall not be effective for at least ninety (90) days after the vote of the **Joint Powers Board**.

C. EFFECTS OF WITHDRAWAL OR EXPULSION

In accordance with California Government Code section 6512.2, the expulsion or withdrawal of a **Member** shall not be construed as the completion of the purpose of this **Agreement** and shall not require the repayment or return to the **Member** of all or any part of the contributions, payments or advances made by the **Member**. A **Member** who withdraws or is expelled shall remain liable for any obligations arising out of the period during which the **Member** participated in **SRIMG**.

ARTICLE VI DISSOLUTION

SRIMG may be dissolved with the approval of two-thirds of the **Voting Members** as reflected in a resolution adopted by the **Voting Members'** governing boards. Upon such approval, **SRIMG** shall continue to be responsible for all existing assets and liabilities. No assets may be divided or returned until all outstanding obligations of **SRIMG** have been resolved or a paid-up contract has been enacted that removes **SRIMG** from any further obligation. Said paid-up contract may impose responsibility for any outstanding claims on the **Members**. Disposition of assets will be made in proportion to the contributions of the current **Members**. Upon disposition of the assets, **SRIMG** shall be terminated and dissolved.

ARTICLE VII BYLAWS

SRIMG shall be governed by **Bylaws** adopted by the **Joint Powers Board**. The **Bylaws** may be amended and restated, and shall not be inconsistent with this **Agreement**.

ARTICLE VIII JOINT POWERS BOARD

A. COMPOSITION

SRIMG shall be governed by a **Joint Powers Board** consisting of a Representative from each **Voting Member**. Each **Voting Member** shall also appoint one alternate. The alternate appointed by a **Voting Member** shall have the authority to attend, participate in, and vote at any meeting of the **Joint Powers Board** when the Representative for whom he/she is an alternate is absent from said meeting. The Representative or alternate shall be appointed in writing by the **Member** and shall be a member of the **Voting Member's** management staff.

For purposes of transacting business at a meeting of the **Joint Powers Board**, a "quorum" is a majority of the **Representatives** or alternates who are present at the meeting. If a "quorum" is present, the affirmative vote of a majority of the **Representatives** or alternates at the meeting

and voting on any matter, shall be deemed the act of the **Voting Members** unless the vote of a greater number is required.

B. POWERS OF THE JOINT POWERS BOARD

The **Joint Powers Board** shall be empowered to govern the operations of **SRIMG**, and shall have such powers as are not reserved to the **Members**. The **Joint Powers Board** shall have the power to delegate any and all powers not specifically reserved to itself, to an Executive Committee, Executive Director, or other agent of **SRIMG**.

The powers retained by the **Joint Powers Board** shall include the following:

- a. Approve a new **Member** with a two-thirds affirmative vote of the **Representatives** or alternates voting at a regular or special meeting of the **Joint Powers Board**;
- b. Expel a **Member** with a two-thirds affirmative vote of the **Representatives** or alternates voting at a regular or special meeting of the **Joint Powers Board**;
- c. Create or dissolve a **Program** with a two-thirds affirmative vote of the **Representatives** or alternates voting at a regular or special meeting of the **Joint Powers Board**;
- d. Amend the **Bylaws**;
- e. Adopt the annual budget of the **Group**;
- f. Adopt an investment policy;
- g. Elect the members of the **Executive Committee**;
- h. Elect the officers of the **Group**; and
- i. Declare assessments and dividends.

Subsections d through i above are actions requiring only a majority vote of those **Representatives** or alternates voting at a regular or special meeting of the **Joint Powers Board**.

Amendments to documents specific to a particular coverage program shall be amended at a regular or special meeting of the **Joint Powers Board**, by a majority vote of the **Representatives** or alternates of those **Voting Members** that participate in the program. However, the **Joint Powers Board**, as a whole, shall have the authority to approve budgets, including contributions, dividends, or assessments for any program.

ARTICLE IX INDEMNIFICATION

Pursuant to California Government Code section 6512.2, this Agreement is not subject to California Government Code section 895.2 and the **Members** are not jointly and severally liable for any liability imposed upon any **Member** or the **Group** caused by a wrongful act occurring in the performance of this **Agreement**.

The **Members** of the **Joint Powers Board**, any committee of the **Group**, or an employee of the **Group** shall be indemnified, and the **Group** agrees to hold such **Members** and employees harmless from all claims, expenses, demands, penalties, fines, forfeitures, judgments, settlements, attorney fees, and any other amounts actually and reasonably incurred by reason of, or as a result of, their official participation and action in pursuance of the execution or administration of the **Group** or this **Agreement**.

ARTICLE X STRICT ACCOUNTABILITY OF FUNDS

SRIMG shall have strict accountability of all funds and reports of all receipts and disbursements relating to the **Programs**, and **SRIMG** shall comply with provisions of California Government Code section 6505. Although the funds of **SRIMG** shall be held in common there shall be an accounting by Program. The Treasurer or other designee shall cause a financial audit to be performed annually.

The Treasurer or other designee shall receive, invest and disburse funds only in accordance with the procedures established by the **Joint Powers Board** and in conformity with applicable law. The Treasurer shall invest funds in compliance with State law and the investment policy adopted by the **Joint Powers Board**.

ARTICLE XI FISCAL YEAR

The fiscal year of **SRIMG** shall commence on July 1 of each year and end on June 30 of the succeeding year.

ARTICLE XII ANNUAL BUDGET

The **Joint Powers Board** shall adopt an annual budget prior to the inception of the fiscal year for which the budget applies.

ARTICLE XIII NOTICES

Notices to **Members** under this **Agreement** shall be sufficient if mailed by USPS First-Class Mail, to their respective addresses on file with **SRIMG**. Notice to **SRIMG** shall be sufficient, if mailed by USPS First-Class Mail, to the address of **SRIMG** as contained in the **Bylaws**.

ARTICLE XIV PROHIBITION AGAINST ASSIGNMENT

No **Member** may assign any right, claim or interest it may have under this **Agreement**, and no creditor, assignee or third party beneficiary of any **Member** shall have any right, claim, or title to any part, share, interest, or asset of **SRIMG**.

ARTICLE XV AMENDMENTS

Proposed amendments to this **Agreement** shall be given to the **Joint Powers Board** at least thirty (30) days prior to a regular or special meeting. Only after discussion and approval by the **Joint Powers Board**, at a duly noticed meeting, shall an amendment be submitted to the governing boards of the **Members** for approval. The approval of a majority of the **Members**, as reflected in a resolution adopted by the governing board of the **Members**, is required to amend this **Agreement**. The amendment is effective upon the approval of a majority of the **Members'** governing boards or on such date stated in the proposed amendment, whichever is later. Each **Member** shall file with **SRIMG** a copy of the resolution adopted by its governing board, approving such amendment.

ARTICLE XVI SEVERABILITY

Should any portion, term, or provision of this **Agreement** be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

ARTICLE XVII AGREEMENT COMPLETE

The foregoing constitutes the full and complete agreement of the parties. There are no oral understandings or agreements not set forth in writing herein.

ARTICLE VIII EXECUTION IN COUNTERPARTS

This **Agreement** may be executed in any number of counterparts, each of which when so executed shall be deemed to be an original, but together shall constitute one and the same.

IN WITNESS WHEREOF, the parties hereto have executed this Joint Powers Agreement as of the _____ day of _____, _____.

Member: _____

By: _____

Title: _____

Date: _____

Exhibit A

VOTING MEMBERS OF
SCHOOLS INSURANCE AND RISK MANAGEMENT AUTHORITY

The following Members are Voting Members of Schools Insurance and Risk Management Authority:

Ackerman Elementary School District
Alta-Dutch Flat Union Elementary School District
Auburn Union School District
Black Oak Mine Unified School District
Chicago Park School District
Clear Creek Elementary School District
Colfax Elementary School District
Dry Creek Joint Elementary School District
Eureka Union School District
Folsom-Cordova Unified School District
Foresthill Union School District
Grass Valley School District
Lake Tahoe Unified School District
Loomis Union School District
Marysville Joint Unified School District
Nevada City School District
Nevada County Office of Education
Nevada Joint Union High School District
Newcastle Elementary School District
Penn Valley Union Elementary School District
Placer County Office of Education
Placer Hills Union School District
Placer Union High School District
Pleasant Ridge Union School District
Rocklin Unified School District
Roseville City School District
Roseville Joint Union High School District
Tahoe Truckee Unified School District
Twin Ridges Elementary School District
Union Hill School District
Western Placer Unified School District

A change in Voting Members shall be reflected in an amendment to this Exhibit and further authority is not required.

Acknowledgement of Non-Voting Member

The undersigned **Public Education Agency** acknowledges that:

1. It is a **Non-voting Member** and, as such, it does not have a vote on the **Joint Powers Board** and shall not appoint a **Representative** or an alternate to the **Board**. .
2. It has all the obligations of a **Member**, including (but not limited to) those obligations in Article IV, paragraph B, Article V and Article VI.
3. It shall appoint a member of its staff with whom the **Joint Powers Board** shall forward notices and other correspondence and from whom the **Joint Powers Board** will accept notices and other correspondence sent on behalf of the Public Education Agency.

Member: _____

By: _____

Title: _____

Date: _____

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revisions to Board Policy and Administrative Regulation 6151, Class Size and Board Policy and Administrative Regulation 6112, School Day

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Revisions to Board Policy and Administrative Regulation 6151 on Class Size and Board Policy and Administrative Regulation 6112 on School Day have been made in accordance with California School Board Association (CSBA) recommendations based on updates in California *Education Code*.

Status:

Board Policy and Administrative Regulations were updated to reflect changes in California *Education Code* and align to current district practice according to current regulations regarding class size, instructional minutes and length of school day.

Presenter(s):

Kathy Pon, Deputy Superintendent, Educational Services

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:

Revision to BP 6151 and AR 6151, Class Size
Revision to BP 6112 and AR 6112, School Day

Recommendation:

Staff recommends Board approval of revisions to BP 6151 and AR 6151 on Class Size and BP 6112 and AR 6112 on School Day.

Rocklin USD

Board Policy

Class Size

BP 6151

Instruction

The Board of Trustees recognizes that the number of students in a class may ~~affect-contribute to student learning by allowing the extent to which~~ teachers ~~can-to better~~ identify and respond to individual student needs.

In accordance with negotiated employee agreements and state law, and upon the recommendation of the Superintendent or designee, the Board shall establish ~~upper and lower~~ class size limits appropriate for the grade level or subject taught and conducive to the effective use of teaching staff.

(cf. 4141/4241 - Collective Bargaining Agreement)

~~The highest priority for maintaining small class sizes shall be in the primary grades in order to support young students as they acquire the basic skills that serve as the foundation for subsequent learning. Other priorities shall be established in accordance with the goals and strategies identified in the District's local control and accountability plan (LCAP).~~

The Superintendent or designee shall regularly submit reports that will enable the Board to evaluate the effectiveness of the class size reduction program and its impact on student achievement and on the attainment of the district's goals. These reports shall also include an analysis of the impact of class size reduction on staffing and school facilities needs.

(cf. 0200 - Goals for the School District)

~~(cf. 0460 - Local Control and Accountability Plan)~~

~~(cf. 3100 - Budget)~~

~~(cf. 0500 - Accountability)~~

(cf. 6117 - Year-Round Schedules)

(cf. 7111 - Evaluating Existing Buildings)

~~Class Size Reduction in Grades K-3TK-3 Grade Span Adjustment (GSA)~~

~~The Board believes that small class size is beneficial to students in the primary grades as they acquire the basic skills that serve as the foundation for their subsequent learning. The Superintendent or designee shall ensure that classes in primary grades designated by the Board are reduced to 20 or fewer students per teacher in accordance with law.~~

~~Full-time mainstreamed special education students shall not be included in determining class size for purposes of the class size reduction program.~~

~~(cf. 6159—Individualized Education Program)~~

In accordance with law, the Superintendent or designee shall ensure that the teachers of classes in the class size reduction program receive training designed to help them to maximize the educational advantages of class size reduction.—

~~(cf. 4131 - Staff Development)~~

~~For grades TK-3, the district shall annually make progress toward maintaining an average class of not more than 24 students, unless an alternative annual average class size for each school site is collectively bargained.~~

~~Transitional kindergarten classes established pursuant to Education Code 48000 shall be included in the calculation of average class enrollment for kindergarten.~~

~~(cf. 6170.1 - Transitional Kindergarten)~~

~~At the secondary level, district priorities for class size reduction shall focus on English language arts, mathematics, science, social studies, and other courses that are necessary for completion of graduation requirements and shall be aligned with student needs as identified in the district's LCAP.~~

~~(cf. 6143 - Courses of Study)~~

~~(cf. 6146.1 - Graduation Requirements)~~

~~For students who require special education and related services, the ratio of instructional adults to students in group services shall be dependent on the needs of the students. However, for children ages 3-5 years who are placed in group services, the teacher-child ratio shall be less than 1:24 and the adult-child ratio shall be less than 1:8. For children ages 3-5 years who are identified as severely disabled, the ratio of instructional adults to children shall not exceed 1:5. (Education Code 8264.8, 56441.5)~~

~~(cf. 4112.23 - Special Education Staff)~~

~~(cf. 6159 - Individualized Education Program)~~

~~—If it becomes necessary to consider reducing or eliminating certain grade levels or schools from participation in the class size reduction program, the Superintendent or designee shall prepare a report analyzing the potential impact of the program's elimination, including the effects on the district's budget, transportation, facilities, staffing and collective bargaining agreement, as well as the potential impact on student achievement and learning.—He/she shall present recommendations to the Board in accordance with the priorities specified in law.~~

~~Class Size Reduction in Grades 9-12~~

~~The Board desires to participate in class size reduction to provide an average class size of no more than 20 students in courses that count toward completion of graduation requirements in English and mathematics. In accordance with law, priority shall be given to reducing class size in English courses in grade 9. If funding is available, the Superintendent or designee shall recommend other ninth grade courses from the subjects listed above from which reduced class sizes are likely to provide the greatest impact on student learning.~~

Legal Reference:

EDUCATION CODE

17042 Rules for determining area of adequate school construction; exceptions

17042.7 Formula for calculation

33050 Nonwaivable provisions

35160 Authority of the board

~~41375 Legislative intent encouraging reduction in class size~~

~~41376 Minimum class size standards~~

~~41378 Apportionments and allowances, kindergarten classes~~

~~42238.02 Local control funding formula, including adjustment for class size reduction~~

42280 Necessary small schools

46205 Computation for early-late programs

51225.3 Graduation requirements

52120-52128 Class Size Reduction Program

~~52080-52090 Morgan-Hart Class Size Reduction Act of 1989~~

~~52060-52077 Local control and accountability plan~~

GOVERNMENT CODE

3543.2 Scope of representation

~~CODE OF REGULATIONS, TITLE 5~~

~~15103 Definitions~~

~~15130-15133 Class size reduction program K-3~~

~~15140-15141 Class size reduction in two courses in grade 9~~

Management Resources:

~~CDE PROGRAM ADVISORIES~~

~~1007.96 Class Size Reduction and the Relationship to Individuals with Disabilities~~

~~0921.90 Implementing Class Size Reduction under the Morgan-Hart Class Size Reduction Act of 1989: CIL: 90/91-01~~

WEB SITES

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

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

Policy ROCKLIN UNIFIED SCHOOL DISTRICT

Adopted: March 15, 2006 Rocklin, California

Revised: February 3, 2016

Rocklin USD

Administrative Regulation

Class Size

AR 6151
Instruction

~~Class Size Reduction in Grades K-3~~

~~When establishing a program to reduce class size in the primary grades, the program shall be implemented at each school according to the following priorities:—(Education Code 52124)~~

- ~~1. — If only one grade level is reduced at a school, the grade level shall be grade 1.~~
- ~~2. — If only two grade levels are reduced at a school, the grade levels shall be grades 1 and 2.~~
- ~~3. — If three grade levels are reduced at a school, then those grade levels shall be kindergarten and grades 1 and 2 or grades 1 through 3. Priority shall be given to the reduction of class sizes in grades 1 and 2 before class sizes of kindergarten or grade 3 are reduced.~~
- ~~4. — If four grade levels are reduced at a school, then those grade levels shall be kindergarten through grade 3. First priority shall be given to the reduction of class sizes in grade 1 and 2; second priority shall be given to the reduction of class size in kindergarten and grade 3.~~

TK-3 Grade Span Adjustment (GSA)

In order to maximize the educational advantages of smaller classes, training shall be provided to teachers providing direct instructional services in classes participating in the district's class size reduction program. This training shall include, but not be limited to, methods for providing each of the following:—(Education Code 52127)

1. Individual instruction
2. Effective teaching, including classroom management, in smaller classes
3. Identifying and responding to student needs
4. Opportunities to build on the individual strengths of students

(cf. 4131 - Staff Development)

~~Class Size Reduction in Grades 9-12~~

~~When establishing a program to reduce class size in one or two courses in grade 9, the~~

~~Superintendent or designee shall certify that, at each participating school: (Education Code 52084)~~

~~1. English courses are included in the program.~~

~~2. The second course, if any, is a course in mathematics, science, or social studies which counts towards graduation requirements pursuant to Education Code 51225.3.~~

~~3. The average class size in the school for the designated course(s) shall be no more than 20 students per certificated teacher, and there shall be no more than 22 students in any participating class.~~

~~Special education students enrolled in special day classes on a full-time basis shall not be counted in calculating class sizes for purposes of this program.~~

~~4. The implementation of class size reduction has not adversely affected existing class size in other courses.~~

~~Class size reduction in grades 10, 11, and/or 12 shall be maintained at the same grade levels and in the same courses as in the 1997-98 school year.~~

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT

Approved: March 15, 2006 Rocklin, California

Revised: February 3, 2016

Rocklin USD

Board Policy

School Day

BP 6112

Instruction

The Board of Trustees shall fix the length of the school day subject to the provisions of law. (Education Code 46100)

(cf. 6111 – School Calendar)

The Superintendent or designee shall schedule class periods giving consideration to course requirements and curricular demands, availability of school facilities, the age and attention span of students, and legal requirements.

The Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes.

(cf. 4131 – Staff Development)

The length of the school day shall apply equally to students with disabilities unless otherwise specified in the student’s individualized education program or Section 504 plan.

(cf. 6159 – Individualized Education Program)

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

Legal Reference:-

EDUCATION CODE

8970-8974 Early primary program, including extended-day kindergarten

37202_ Equal time in all schools

37670 Year-round schools

46010 Total days of attendance-

46100 Length of school_day-

46110-46119 Kindergarten and elementary schools (day of attendance)-

46140-46147 Junior high school and high school (day of attendance)-

46160-46162 Alternative schedule - junior high and high school-

46170 Continuation schools –(Minimum-minimum day) –continuation schools-

46180 Opportunity schools (minimum day)

46190-46192 Adult ~~school-~~ education classes (day of attendance)-

46200-46206 Incentives for longer instructional day and year

48200 Compulsory attendance for minimum school day

-48663 Community day school, minimum school day

48800-48802 Concurrent enrollment in community college
51222 Physical education, instructional minutes
51760-51769.5 Work experience education
52325 Regional occupational center, minimum day

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE~~
~~Kindergarten Information, June 7, 2002~~
~~NATIONAL ASSOCIATION FOR SPORT AND PHYSICAL EDUCATION POSITION STATEMENTS~~
~~Recess for Elementary School Students, 2006~~
~~STATE BOARD OF EDUCATION POLICY STATEMENTS~~
~~99-03 Physical Education (PE) Requirements for Block Schedules, July 2006~~
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
~~The Uses of Time for Teaching and Learning, October 1996~~
Extending Learning Time for Disadvantaged Students, August 1995
~~WEST ED PUBLICATIONS~~
~~Full-Day Kindergarten: Expanding Learning Opportunities, Policy Brief, April 2005~~
~~NATIONAL EDUCATION COMMISSION ON TIME AND LEARNING PUBLICATIONS~~
~~Prisoners of Time, April 1994~~
WEB SITES
California Department of Education: <http://www.cde.ca.gov>
National Association for Sport and Physical Education: <http://www.aahperd.org/naspe>
State Board of Education: <http://www.cde.ca.gov/re/lr/wr/waiverpolicies.asp>
U.S. Department of Education: <http://www.ed.gov>
WestEd: <http://www.wested.org>

Policy ROCKLIN UNIFIED SCHOOL DISTRICT
~~adopted~~Adopted: February 5, 2003 Rocklin, California
Revised: February 3, 2016

Rocklin USD

Administrative Regulation

School Day

AR 6112
Instruction

Transitional Kindergarten (TK)/ Kindergarten

The minimum school day for TK/kindergarten students shall be 180 minutes, excluding noon intermissions but including recesses. (Education Code 46111, 46114, 46115, 46117)

~~The maximum school day for kindergarten students shall be four hours (240 minutes) excluding recesses. (Education Code 46111)~~

The maximum school day for TK/kindergarten students may be longer than four hours (240 minutes) under the following circumstances:

~~1. — The maximum school day for multitrack year-round schools operating pursuant to Education Code 37670(a) shall be 265 minutes excluding recesses. (Education Code 46111)~~

1.2. The TK/kindergarten school day may exceed four hours if the district has established an early primary program pursuant to Education Code 8970-8974 and meets the following conditions: (Education Code 8973)

a. The Board of Trustees declares that the extendedfull-day kindergarten program does not exceed the length of the primary school day.

b. The extendedfull-day kindergarten program includes ample opportunity for both active and quiet activities within an integrated, experiential and developmentally appropriate educational program.

Elementary Schools Grades 1-8

The minimum school day for students in elementary and middle schools shall be:

1. 230 minutes for students in grades 1 through 3 (Education Code 46112, 46142)

2. 240 minutes for students in grades 4 through 8 (Education Code 46113, 46142)

For students in grades 1 through 8, the minimum school day excludes both noon intermissions and recesses. (Education Code 46115)

~~The above minimum days do not apply to situations in grades 1 through 3 in which the Board has~~

~~prescribed a shorter school day because of lack of school facilities requiring double sessions.—
(Education Code 46112, 46113)~~

~~Secondary Schools~~Grades 9-12

The minimum school day for ~~junior high and~~ high school students shall be 240 minutes unless otherwise provided by law. (Education Code 46141-46147)

The minimum school day shall be 180 minutes for students enrolled in a continuation high school, continuation education classes, opportunity school or classes, adult education classes, special day or Saturday vocational training program, or specified work experience program. (Education Code 46144, 46170, 46180, 46190)

The Board may authorize any student to attend fewer school days per week than scheduled as long as the student attends classes for at least 1,200 minutes during any five school days period or 2,400 minutes during any 10 school day period. (Education Code 46160)

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT
~~approved~~Approved: February 5, 2003 Rocklin, California
Revised: February 3, 2016

BOARD AGENDA BRIEFING

SUBJECT: Review of Special Education Supports and Services Report: Update on Actions to Date

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The RUSD has begun implementing the four recommendations from WestEd's Special Education Supports and Services Report to improve its provision of special education instruction. This presentation is the third update from the Special Education Department regarding actions taken in response to the report.

Status:

The Director of Special Education and Support Programs has prepared a presentation which will provide the third update of actions to date and future actions in response to the Special Education Supports and Services Report: Update on Response to Findings.

Presenter(s):

Tammy Forrest, Director of Special Education and Support Services
Jessica Gilmore, Program Specialist
Bryce Lauritzen, Program Specialist
Kristina Royer, Program Specialist

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

Rocklin Unified School District Review of Special Education Supports and Services Report: Update on Actions to Date

Recommendation:

This is an informational item only.

Review of Special Education Supports and Services Report: Update On Actions to Date

Rocklin Unified School District
Board of Trustees Meeting
February 3, 2016



Presented by Tammy Forrest, Ph.D.
Director of Special Education
Jessica Gilmore, Program Specialist
Bryce Lauritzen, Program Specialist
Kristina Royer, Program Specialist

Purpose

To provide an update regarding actions taken in response to the findings indicated in the *Rocklin Unified School District Review of Special Education Supports and Services Report*

Actions Aligned with Strategic Planning

We will:

- Base decisions on what is best for students.
- **Not** compromise our commitment to excellence in education.
- Act with honesty, truth, and integrity.
- Treat all people with dignity and respect.
- Improve or eliminate ineffective programs or performance.
- **Not** give up on any student.

Special Education - What we do on behalf of students with disabilities everyday

Support to 104 service providers and 17 principals/special education teams around implementation of Individuals with Disabilities Act (IDEA) and Section 504 including:

- Referral, assessments, eligibility, placement and ensuring a Free Appropriate Public Education (FAPE) for students/compliance with law/parent agreements.
- Case management for 1,378 students with special needs
- Have held 580 annual and 278 triennial IEP meetings with families to date this year.

Special Education - What we do on behalf of students with disabilities everyday

- Offered/coordinated transportation for over 250 students eligible for this service.
- Coordinated Designated Instructional Services (DIS) with outside contracted agencies for approximately 150 students.
- Managed placement changes for students, including 111 students moving out of the district and 70 who have exited special education.
- Ongoing consultation and support services to special education and regular education staff in support of legal compliance and dispute resolution.

Ongoing Response To West Ed Report

- Ongoing parent communication with parent groups:
 - Parent forums held/scheduled: August 26, 2015, November 4, 2015, February 24, 2016, and April 6, 2016.
 - Director of Special Education meets with Community Advisory Committee (CAC). CAC representatives attend CAC annual meetings held at PCOE.
 - Timely responses to phone calls and emails with regular email, phone, and website communication to update parents on upcoming events per the *Special Education Communication Protocol*.
- Regular participation by the special education department in Local Control and Accountability Plan (LCAP) implementation by the special education department with resources allocated to special education.
- Weekly special education district office staff meetings held to ensure consistent and coordinated efforts regarding communication to sites and parents.

Ongoing Response To West Ed Report

- Director of Special Education facilitates regular meetings with psychologists, Speech/Language Pathologists (SLPs), and teachers.
- K-6 new math adoption training for general and special education teachers on August 13 and 14, 2015 to include how to accommodate and modify instruction. (Follow-up training will be provided in March 2016.)
- Increased collaboration opportunities between general education and special education staff, in order to increase collaboration time where feasible.
- Professional development on effective behavior interventions provided to instructional aides by PCOE program specialist in Fall 2015.

Ongoing Response To West Ed Report

- Ongoing use of *Google Docs* and *Schoology* to allow special education staff to access current policies and procedures.
- A systematic staffing matrix of programs by school site and caseload is updated monthly and reviewed by Education Services, Business Services, and Human Resources (HR) as part of their bi-monthly staffing meetings.
- Classroom aide assignments are made based on program and student needs. Assigned additional 1:1 aide support, based on Individualized Education Program (IEP) team recommendations are reviewed and discussed.
- Continue to reduce “windshield time.”

A Closer Look: Special Education Leadership Team (SPELT)

- This team consists of 13 members representing district administrators, teachers, psychologists, speech therapists, occupational therapists special education aides and health service providers.
- The group meets as a team monthly from 12:00 PM—3:30 PM following the Multi-Tiered System of Support (MTSS) Task Force meeting calendar.
- The purpose of this team is to bring diverse perspectives to the table to address topics identified in the West Ed report, with a priority of communication and updating policies and procedures.
- The team also interfaces with MTSS, District Leadership Team (DLT) Special Education/RTPA representatives and the special education district staff to ensure consistency between general and special education instructional practices.

Communication

Actions to Date :

- Special education administrators participate in district leadership team meetings to promote two-way communication.
- District groups include DLT, Elementary Leadership Team (ELT), Secondary Leadership Team (SLT), HR/Business/Ed Services, Cabinet, Teacher on Special Assignment (TOSA) meetings.

Future Actions :

- Chief of Communications and Community Engagement to participate on MTSS and district leadership teams, including the SPELT.
- Special education updates on progress toward updating policies and procedures, professional development activities and leadership meetings will be sent to staff and parents monthly and posted to the district website following CAC meetings.

Communication (cont.)

Actions to Date :

- A post IEP survey has been developed and is being vetted through the Special Education/RTPA workgroup.
- The communication protocol was presented at the District DLT meeting and is available to staff and parents for review on the district website.

Future Actions :

- Use of protocol will be routinely monitored by surveying staff/parents.
- Staff will be surveyed at the February 22nd special education meeting to collect data about implementation.
- Parents will be surveyed at the February 24th Parent Forum to monitor perceptions of response time.

Professional Development

Actions to Date :

- Program specialists trained to provide Non-violent Crisis Intervention (NCI). Trainings this year provided to 15 sites, 6 principals, 30 teachers, 31 aides, 5 SLPs, 3 psychologists, 2 counselors, 1 Occupational Therapist (OT) and 1 secretary. Training and expiration dates for all 79 staff are tracked in HR software system-Escape.
- Cross-disciplinary spring cohort began training in Accessible Curriculum for All (ACA) through PCOE. Training dates for Cohort 1: January 20th, March 30th, April 6th, 12th and 28th. Training to include principals of Universal Design for Learning (UDL).

Future Actions :

- 2 full day NCI trainings planned January 27th & February 3rd, March 10th & 16th. Training for site teams of special education teachers, administrators and special education aides working with students at risk for severe behavioral challenges.
- Resource Specialist (RSP) and SDC special education teacher training on Evidence Based Curriculum to address reading disabilities on March 28th Professional Development (PD) Day.
- ACA cohort to develop an implementation plan to include focus of 15-16 training.

Professional Development (cont.)

Actions to Date :

- Scheduled MTSS team to include SPELT team to co-train Tier I UDL data driven decision-making and evidence based practices on February 11th, March 31st, and April 28th/29th.
- Program specialist trained to provide Youth Mental Health First Aid. Trainings scheduled (8 hrs.) for March 7th, April 11th, May 9th. Target audience includes administrators, counselors, psychologists, teachers, aides, office staff.
- *Love and Logic Training* provided to parents in evening trainings. Three sessions September/October 2015, January/March 2016 and March/May. Total parents registered are 190. Wait list is now at 31.

Future Actions :

- Spring 2016 PD on academic interventions for instructional aides.
- Induction training to be developed to train new staff on updated policies and procedures.
- Youth Mental Health First Aid training to expand to parents.

Policies & Procedures

Actions to Date :

- Additional policies and procedures identified as part of update of the RUSD special education manual. Includes an examination of best practices from Elk Grove, Contra Costa County Office of Education, and Folsom Cordova Unified School District.
- System for using Google Docs and Schoology expanded to include Google Site for SPELT committee as team updates policies and procedures.
- Draft procedures for referral for program changes, supports and services revised by SPELT.

Future Actions :

- Continue posting new policies/ procedures on shared drive as Google Docs.
- Staff identified who will assist with procedure manual update.
- As part of update of the special education procedure manual, update board policies and administrative regulations, as necessary.

Policies & Procedures (cont.)

Actions to Date :

- The Director of Special Education provides coaching to program specialists, as well as attends IEP meetings to facilitate and model a collaborative approach to determine a FAPE.
- Facilitation training for administrative designees and site IEP teams; this supports and models collaborative approach to determine a FAPE scheduled for spring.

Future Actions:

- Continue regular meetings between Special Education Staffing Committee (Director of Special Education, Deputy Superintendent, Business and Operations, Assistant Superintendent, Human Resources) to share staffing information and troubleshoot issues.
- As part of MTSS and the identification of barriers impacting teaching and learning, SPELT will participate with MTSS workgroup February - April of 2016.

A Closer Look: RUSD Learning Center Pilots

Purpose:

Support meaningful inclusion for students with disabilities in the district by providing training, consultation, data collection, and communication to staff and parents around best practices and laws for educating students with disabilities in the Least Restrictive Environment (LRE).

Goal:

- Provide all students at risk for failure immediate access to intervention and prevention services using evidenced-based programs for intense remediation.
- Maximize the percentage of time special education students are programmed into general education classes, the least restrictive environment, as mandated by federal law.
- Use funds and resources flexibly and efficiently to provide a broader scope of services to both special and general education students.
- Move from long term, remedial instruction to a model that is accelerated, systemic, cyclical, and serves all “at risk” students.

Culture & Climate

Actions to Date:

- Placer County Special Education Local Plan Area (SELPA) to hold cross-district Learning Center model training for school and district teams in the spring of 2016. This will support RUSD school site efforts to address academic needs of all students, based on data based decision making.

Future Actions:

- Identify sites to pilot Learning Center models.
- Begin planning for implementation in fall of 2016.
- Offer assistance to sites to support transition to Learning Center Model including training, site visits to other districts, materials and curricula, and time to strengthen data based decision making practices.

Culture & Climate(cont.)

Actions to Date :

- Special Education professional learning communities (PLCs) formed to examine current practices, identify gaps in curriculum and instruction, and select evidence based practices. Substitutes are provided to support this site and cross site PLC collaboration.
- As part of improving service delivery models in the district, two additional cross site PLC meetings were held to discuss and document use of curriculum, instructional strategies, behavior and social emotional supports, parent communication and data collection for special education staff.

Future Actions :

- Through district PLCs, define articulated curriculum and metrics for measuring effectiveness. Consider progress on goals as one metric.
- Review district inclusion specialist position to identify how to improve supports to teachers and parents.
- Develop a targeted training plan for best practices for inclusion. Include trainings with general education teachers for accommodations and modifications, and special education teachers with instructional aides on how to support students in the general education settings.

Culture & Climate (cont.)

Actions to Date :

- Temporary behavioral supports for students with problem behaviors requiring highly trained personnel provided to sites.

Future Actions:

- Create mental health specialist position to support implementation of educationally related mental health services on student IEPs.
- Create behaviorist position to replace contracted services.
- SPELT to hold monthly facilitated meetings to review staffing, parent input from forums, MTSS, and progress on policies and procedure updates.

Next Steps

- Continue to implement actions outlined in report.
- Use budget planning and staffing processes for 2016-17 to identify specific personnel structures that improve and strengthen programs.
- Work addressing the Response to Findings will continue, both internally and through the MTSS Task Force to develop system level solutions to issues addressed.
- Development of a Learning Center pilot to be launched in August 2016.
- Director of Special Education will provide the next update to the Board in May 2016.

PENDING BOARD AGENDA ITEMS

November 2015

Agenda Item	Administrator	Board Meeting
Williams Uniform Complaints, Quarterly Report <i>(Consent)</i>	Ed Services	July
Resolution Delegating Barbara Patterson as Representative and Roger Stock as Alternate Representative to Joint Powers Board for SIG <i>(Consent)</i>	Business & Operations	July
Non-Public School and Agency Master Contracts for the Upcoming School Year	Ed Services	July
Resolution Adopting Declaration of Need for Fully Qualified Educators <i>(Action)</i>	Human Resources	July
Tax Report for CFD No. 1 and No. 2, Yearly Adoption	Business & Operations	July/August
Summer School Program Report	Ed Services/Staff	July/August
Information and Related Actuarial Reports on Workers' Compensation Claims & Health/Welfare Benefits for Retired Employees After 65	Business & Operations	August
Resolution Approving Listed Teachers to Teach Specified Courses Outside their Credential Authorizations in Departmentalized Setting (per Ed Code Sections 44258.3, 44263 and 44256(b))	Human Resources	August
BP 9270 - Conflict of Interest, Biannual Review – (Every Other Year, Action)	Business & Operations	August 2016
School Opening/Readiness Report <i>(Information)</i>	Ed Services/Staff	August
Unaudited Actuals, Approve District Certification	Business & Operations	August/September
Resolution Establishing Appropriation Limitation (GANN) <i>(Action)</i>	Business & Operations	August/September
Summer Civic Program Update – (Information)	Chief of Communications	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>	Ed Services	September/October
RUSD Employee Years of Service Recognition	Human Resources	September/October
Williams Uniform Complaints, Approve Quarterly Report <i>(Consent)</i>	Ed Services	October
RUSD Strategic Plan Quarter 1 Update <i>(Information)</i>	Strategic Planning	October/November
Set Date for Annual School Board Organizational Meeting <i>(Action)</i>	Superintendent	November
First Interim Report <i>(Action)</i>	Business & Operations	December
Organizational Board Meeting/Special Presentation to Board President <i>(Action)</i>	Superintendent	December

Single Plan for Student Achievement (<i>previously known as School Improvement Plan</i>) (<i>Consent</i>)	Ed Services	December
Audit Report (<i>Action</i>)	Business & Operations	January
Schedule Goal Setting Workshop	Superintendent/Staff	January
Williams Uniform Complaints, Approve Quarterly Report (<i>Consent</i>)	Ed Services	January
Budget Assumptions & Priorities	Business & Operations	February
Identify Teachers for Non-Reelection; Prepare Letters of Notification (<i>March 1st Mtg – Closed Session</i>)	Human Resources	February
Resolution Authorizing the Release of Temporary Certificated Employees Pursuant to Ed Code 44954 (<i>Action</i>)	Human Resources	March (<i>1st Mgt</i>)
Present Draft School Year Calendar (<i>two years out - Consent</i>)	Human Resources	March (<i>1st Mgt</i>)
Annual Board Action Regarding Distribution of Non-Reelection Letters	Human Resources	March (<i>1st Mtg</i>)
Finalize District's Proposal and Prepare for Sunshining Process	Human Resources	March (<i>1st Mtg</i>)
Notify the Board in writing by April 1; complete Performance Evaluation for the Superintendent, per contract schedule	Superintendent/Board	March
Annual Resolution Authorizing the Release of Free/Reduced Lunch Information for CAASPP Testing (<i>consent</i>)	Ed Services	March
Certification of Temporary Athletic Team Coaches (<i>consent</i>)	Human Resources	March
Second Interim Report/Approval (<i>Action</i>)	Business & Operations	March
Special Education Update	Ed Services	March
Strategic Plan Quarter 2 Update (<i>Information</i>)	Strategic Planning	March
Vote for CSBA Delegate Assembly Representative(s) for Region 4D (<i>Action</i>)	Superintendent	March
School Year Calendar (<i>two years out - Consent</i>)	Human Resources	March (<i>2nd Mtg</i>)
Budget Update/Information	Business & Operations	March/April
Sierra College Report (Rocklin Graduates)	Ed Services	March/April
School Safety Plans (<i>Consent</i>)	Ed Services/Coord St & Fed Programs	March/April
Annual Personnel Update – Renewal of Contracts for Site Administrators (<i>Closed Session</i>)	Ed Services	April
Williams Uniform Complaints Quarterly Report (<i>Consent</i>)	Ed Services	April

Spelling Bee Winner(s) <i>(Recognition)</i>	Ed Services	April
Annual Review of Master Plan/Nexus Study <i>(Bi-annual—even numbered years)</i>	Facilities	April/May
Developer Fee Update <i>(Bi-annual-even numbered years)</i>	Facilities	April/May
Summer School Principals Approval Contingent on State Funding <i>(include on Certificated Personnel Report)</i> <i>(Consent)</i>	Ed Services	April/May
RUSD Strategic Plan Quarter 3 Update <i>(Information)</i>	Strategic Planning	May
*Facilities-Use Policy/Practice and Schedule of Fees	Facilities	May
Waivers for Special Education Students who Passed Math Portion of the CAHSEE with Modifications <i>(Consent)</i>	Ed Services	May
Provide Retiree Benefit Update <i>(Bi-annual, every other yr)</i>	Business & Operations	May
Present Tentative Budget and Budget Priorities	Business & Operations	May
Classified Layoff <i>(if necessary)</i>	Human Resources	May
Final Board Action Regarding Administrative Reassignments or First Year Prob/Temp Teachers	Human Resources	May
Approve Resolution for Interfund Transfers of Special or Restricted Fund Monies	Business & Operations	May
AFJROTC Color Guard Special Recognition (Student Representative Unit & Cadet Commander)	Superintendent/Staff	May (2 nd Mtg)
Student Board Member Recognition	Superintendent	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>	Ed Services	May/June
Complete Superintendent's Performance Evaluation and Update Contract	Superintendent/Board	May/June
CIF Representatives for Upcoming School Year <i>(Consent)</i>	Ed Services	May/June
LCAP Approval/Hold Public Hearing <i>(Action)</i>	Ed Services	May/June
Board Meeting Dates for Upcoming School Year <i>(Consent)</i>	Superintendent	June (1 st Mtg)
Resolution Authorizing End-of-Year Budget Transfers <i>(Consent)</i>	Business & Operations	June
Resolution Delegating Certain Contracting Powers to the Superintendent or Designee <i>(Consent)</i>	Facilities	June
Consolidated Applications (Part 1/Part 2)	Ed Services	June
Final Budget Approval/Hold Public Hearing <i>(Action)</i>	Business & Operations	June
Authorization to Dispose of Surplus Property	Facilities	June

EPA Spending Plan	Business & Operations	June
Community Advisory Committee (CAC), Appoint Parent Representative for 2 year Term <i>(every other year, due 2015, Consent)</i>	Ed Services	June
Expulsion Hearing Panel for Upcoming School Year <i>(Consent)</i>	Ed Services	June/July

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