

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 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 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

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: FEBRUARY 3, 2016, 6:30 P.M.

- 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 **ACCEPT 2014-15 AUDIT REPORT** – Request to accept final 2014-15 Audit Report. (Barbara Patterson)
- 8.2 **APPROVE OR DENY ROCKLIN ACADEMY II PETITION FOR RENEWAL** – Request to take appropriate action regarding Rocklin Academy II Petition for Renewal as recommended by legal counsel. (Barbara Patterson)
- 8.3 **APPROVE EXPENDITURE PLAN FOR CALIFORNIA STATE BUDGET ONE TIME FUNDING FOR EDUCATION** – Request to approve expenditure plan for use of one time mandated cost reimbursement funding for education. (Barbara Patterson)
- 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** – Request to hold public hearing and adopt Resolution No. 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. (Craig Rouse)
- 8.5 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) -**
Request to approve revisions to BP 6153 and AR 6153 on School Sponsored Trips. (Kathy Pon)
- 8.5.1 BP 6153 School Sponsored Trips – Revised
- 8.5.2 AR 6153 School Sponsored Trips – Revised
- 9.0 **INFORMATION AND REPORTS**
- 9.1 **STRATEGIC PLAN UPDATE** – (Kathy Pon)
- 9.2 **TRANSITIONAL KINDERGARTEN (TK) AND KINDERGARTEN (K) PROGRAM UPDATE** – (Kathy Pon)
- 9.3 **GOVERNOR’S BUDGET UPDATE** – (Barbara Patterson)
- 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**



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 15, 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 15th 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

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



DECEMBER 16, 2015
CLOSED SESSION — 5:30 P.M.
REGULAR MEETING MINUTES — 6:30 P.M.

1.0 **CALL TO ORDER**— President Todd Lowell called the meeting of the Rocklin Unified School District Board of Trustees to order at 5:30 P.M., December 16, 2015, in the District Administration Office located at 2615 Sierra Meadows Drive, Rocklin, CA, 95677. A quorum was established.

2.0 **ROLL CALL**

Trustees Present:

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

Trustees Absent:

Student Representative: Luke Zianno, *Rocklin 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*; Marty Flowers, *Director Secondary Programs & School Leadership*; Karen Huffines, *Director Elementary Programs & School Leadership*; Tammy Forrest, *Director of Special Education and Support Programs*; Mike Fury, *Chief Technology Officer*; Diana Capra, *Chief of Communications and Community Engagement*; Brenda Meadows, *Recorder*.

3.0 **CLOSED SESSION (5:30 P.M.)** – The Board adjourned to closed session at 5:30 p.m. Regarding the following matters

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

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

3.3 *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

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

5.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken in Closed Session.

- 6.0 **PLEDGE OF ALLEGIANCE** – Luke Zianno and the Whitney High School AFJROTC Color Guard led the Board and audience in the Pledge of Allegiance.
- 7.0 **SPECIAL RECOGNITIONS/PRESENTATIONS**
- 7.1 Trustee Lowell presented a recognition award to Sarah Nichols for being named the 2015 Carl Towley Award recipient and honored the Whitney High School Yearbook Team for the induction of Whitney High School’s Yearbook into the National Scholastic Press Association’s Hall of Fame.
- 8.0 **AUDIENCE/VISITORS PUBLIC DISCUSSION** – Todd Lowell welcomed all visitors and invited them to speak on agenda items at the conclusion of the Board’s discussion. He also invited visitors to speak at this time regarding non-agenda items, noting a three minute time limit per person. The following comments regarding non-agenda items were noted:
- Public Comment: No public comment was made.
- 9.0 **COMMENTS FROM STUDENT REPRESENTATIVE** – Student Representative Luke Zianno provided a report on events happening at elementary and secondary schools.
- 10.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Wendy Lang welcomed Kathy Pon, Deputy Superintendent Educational Services, to Rocklin Unified School District’s family of employees. Lang shared that she and Board members recently had the opportunity to attend the California School Board Association’s Educational Conference which allowed Trustees to attend trainings on items that are important to the District and strengthen passion for serving students and staff. Lang wished all a Merry Christmas and happy holidays. Greg Daley shared that the Board of Trustees are truly a collective family, stating he is thankful to serve together. Daley expressed sympathies to the Halldin family in the recent passing of Trustee Halldin’s father. Camille Maben shared her condolences regarding former Superintendent John Anderson who recently passed away. Maben stated that during Anderson’s career as Superintendent, he put into place a structure that allowed schools to be built and the District to grow and flourish. Maben also shared that she recently had the opportunity to attend two dance performances at Rocklin Elementary School where kids performed for a packed gym full of supporters. Susan Halldin thanked the Board for their support and thanked Student Board Representative Luke Zianno and the Reserve Officers Training Corps (ROTC) for coming out to a Board meeting on a busy finals week. Todd Lowell stated that he too attended the celebration of life for past Superintendent John Anderson, who served the District from 1983 – 1995. Lowell shared that Anderson oversaw the building of 13 of the 16 schools in the District and will always be remembered for his outstanding leadership, principle and character. Superintendent Stock acknowledged the generosity of countless students and staff who continue to go above and beyond in giving, especially during the holiday season.
- 11.0 **ACTION ITEMS - CONSENT CALENDAR**
- 11.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
11.1.1 November 18, 2015
- 11.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
- 11.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 11.4 **APPROVE BILL WARRANTS** – Request to approve Bill Warrants. (Barbara Patterson)

- 11.5 **APPROVE MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 11.6 **ACCEPT DONATIONS** – Request to accept District donations. (Barbara Patterson)
- 11.7 **APPROVE SINGLE PLANS FOR STUDENT ACHIEVEMENT (SPSA) FOR 2015-16 SCHOOL YEAR** – Request to approve Single Plans for Student Achievement (SPSA) for the 2015-16 school year. (Kathleen Pon)
- 11.8 **APPROVE CHANGE ORDER NO. 02 TO THE LEASE/LEASEBACK PROJECT WITH LANDMARK CONSTRUCTION AT ROCKLIN HIGH SCHOOL HVAC AND LIGHTING RETROFIT PROJECT AND INCLUDE ADDITION OF ONE RELOCATABLE CLASSROOM AT SUNSET RANCH ELEMENTARY SCHOOL** – Request to approve Change Order No. 02 to the lease/leaseback project with Landmark Construction at Rocklin High School HVAC and Lighting Retrofit Project, and include addition of one relocatable classroom at Sunset Ranch Elementary School. (Craig Rouse)
- 11.9 **APPROVE GYM LOCKER INSTALLATION AT WHITNEY HIGH SCHOOL** – Request to approve ratification of the contract with Sierra School Equipment Company for gym locker installation at Whitney High School. (Craig Rouse)
- 11.10 **APPROVE PROPOSAL FOR WHITNEY HIGH SCHOOL ELECTRICAL LOAD REDISTRIBUTION PROJECT** – Request to approve proposal for Whitney High School electrical load redistribution project and authorization of the Superintendent or designee to sign on its behalf. (Craig Rouse)
- 11.11 **REJECT CLAIM NO. R15-04** – Request to reject Claim No. R15-04. (Barbara Patterson)
- 11.12 **REJECT CLAIM NO. R15-05** – Request to reject Claim No. R15-05. (Barbara Patterson)
- 11.13 **APPROVE REQUEST FOR AUTHORIZATION FROM WHITNEY HIGH SCHOOL ATHLETICS BOOSTER ASSOCIATION FOR 2015-16.** – Request to approve request for authorization from Whitney High School Athletics Booster Association for 2015-16. (Barbara Patterson)
- 11.14 **APPROVE RESOLUTION NO. 15-16-11 INTENT TO RECEIVE 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** – Request to approve adoption of Resolution No. 15-16-11 announcing the intent to receive 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 and setting January 20, 2016, as a public hearing date to receive input regarding the grant. (Craig Rouse)
- 11.15 **APPROVE DESIGN SERVICES FOR WHITNEY HIGH SCHOOL SYNTHETIC TURF AND TRACK REPLACEMENT PROJECT** – Request to approve design services for synthetic turf and track replacement project at Whitney High School and authorization of the Superintendent or designee to sign on its behalf. (Craig Rouse)
- 11.16 **APPROVE REPLACEMENT OF MULTIPURPOSE ROOM LIGHTING PROJECT AT PARKER WHITNEY ELEMENTARY SCHOOL** – Request to approve bid with Alessandro Electric, Inc. for replacement of multipurpose room lighting project at Parker Whitney Elementary School. (Craig Rouse)

- 11.17 **APPROVE ROCKLIN UNIFIED SCHOOL DISTRICT PRESCHOOL SPECIAL EDUCATION PROGRAM MEMORANDUM OF UNDERSTANDING (MOU) WITH CONTINUING DEVELOPMENT, INC. (CDI)** – Request to approve Rocklin Unified School District Preschool Special Education Program MOU with Continuing Development, Inc. (Tammy Forrest)

Wendy Lang noted her absence at the November 18, 2015, Board of Trustees meeting and requested removal of **Item 11.1.1** for separate action.

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

A **MOTION** was then made by Susan Halldin and seconded by Camille Maben to approve **item 11.1.1**, Board Minutes, November 18, 2015. Motion passed unanimously by the following roll call vote: Daley – aye, Maben – aye, Halldin – aye, Lowell – aye. Lang abstained.

12.0 **ACTION ITEMS – REGULAR AGENDA**

- 12.1 **PROPOSED BEHAVIORAL HEALTH HOSPITAL** – Fagen, Friedman, and Fulfroft, LLP prepared and presented an independent report to the RUSD Board of Trustees regarding the impact on Rocklin Unified School District of a proposed Behavioral Health Hospital by Universal Health Services (UHS).

Public Comment:

Community members (*and some non community members*) including Michelle R, John Hughes, Patrick Madison, Joe Patterson, Jeremy B., Carin Lane, William A., Austin Mattison, David Dursky, Colleen Patterson, Martella Reynoso, Donna Hughes, Shane Leverenz, Harj Chima, Jeff T., Angela R., Joanie D., and Nancy Muir shared concerns and statements regarding the proposed Behavior Health Hospital and proposed location with Trustees. The Board of Trustees were commended for allowing the comments of the community to be heard and for their support in obtaining an outside independent report regarding potential safety concerns to students and the community. Concerns were shared that the City of Rocklin had not reached out more via pre-planning meetings and/or community outreach to partner with the community regarding the proposed hospital. Also shared were safety concerns including specific concerns regarding “walk ins” to the proposed facility (especially those under the influence of alcohol/drugs) that may be turned away due to not being clean and/or the facility being full (with the chance that some may walk away on foot with no family support and/or transportation). Alleged crime facts from similar UHS mental health facilities (ie: Heritage Oaks and Sierra Vista), obtained by a community member, were listed, as were concerns regarding alleged open negligent charges and investigations against UHS. Concerns were raised regarding the safety of the community in response to patients who may leave the facility without being detected by staff (escapees/elopements) and the level of training, support and resources UHS staff may or may not have to deal with such incidents. The Board of Trustees were commended for their hard work in building a strong school district with an outstanding reputation, while concerns were raised as to what building a facility such as this so close to a school may do to the District’s reputation. Concerns regarding the possibility of additional security measures needed at school campuses were also raised. Appreciation was expressed regarding the current “openness” of RUSD campuses and accessibility to the community.

Some community members shared with Trustees that they had direct professional experience working in the mental health and law enforcement industries. They shared first hand some of their experience(s) and concerns regarding the safety of the community. Concerns included law enforcement transport of violent patients to the facility as well as well as concerns regarding

UHS staff safety protocols and training with violent/dangerous patients. Community expressed interest in more information from UHS on how they would contain, respond and keep the community safe.

Community member Connie McLennan, shared her support of the proposed Behavioral Health Facility, stating she had no affiliation with UHS. McLennan addressed the Board from a mother's perspective, stating that she and her son (who attended Whitney High School) knew many students with mental health issues (ie: depression, suicide, anxiety, etc.) and experienced the real need for mental health assistance in the community. McLennan asked Trustees to consider evidence and facts to make a recommendation that would support what is best for students and the overall community needs in regards to the lack of mental health services available.

Shawn Silva, CEO Heritage Oaks Hospital, stated that the alleged crime statistics shared earlier in the evening were not necessarily instances that all happened on the premises of a UHS health facility or connected to the hospital but could have also been reports from instances in surrounding communities. Silva stated approximately 62% of patients at Heritage Oaks enter the facility as patients who are a danger to themselves and only 2% enter as a danger to others.

Carin Lane stated that some of the alleged crime statistics shared earlier did indeed happen on the site of UHS facilities.

Board Comments:

Trustees thanked all who attended the meeting for their input and different perspectives regarding the proposed Behavioral Health Hospital. Trustees stated the Rocklin City Commission Planning Committee is scheduled for January 19, 2016 and the District is awaiting the Rocklin Police Chief's report (due mid Jan) prior the City Commission Planning Committee meeting. Board clarified that the District is not a decision making Board about whether the hospital will be built, but instead has a role in stating whether or not to support such a facility in response to student and school safety.

Lang stated that her main role as a Board member is the safety of students and staff and shared that she has many unanswered questions regarding the proposed facility. Lang stated that in the past, she has always been proud of the relationship between the District and the City of Rocklin but has recently struggled with lack of communications from the City which could have helped avoid many of the concerns that the community has. Lang stated that while there is a definite need for a facility of this type, in light of the information shared, she could not support the proposed Behavioral Health Hospital.

Daley stated his disappointment that RUSD had to spend District funds to find the answers to questions regarding the safety of the proposed Behavioral Health Hospital that, in his opinion, was research that should have been done by the City. Daley shared that he attended the recent Town Hall meeting and was disappointed in the way public statements were shared in an open forum, reminding the community of the right of all to be heard, whether right or wrong. Daley thanked those in attendance of the RUSD Board meeting, especially those that shared first hand experience working in the mental health industry. Daley stated he needed more information on specific questions regarding the facility including: admittance of sex offenders/background checks, as well as more information regarding Health Information Privacy Act (HIPA) and crime statistics. Without answers to these and other questions, and in the absence of the Rocklin Police report, Daley stated he could not make a recommendation at this time. Daley shared that the RUSD Board members are parents and grandparents who care deeply about students and want what is best for students, but does not believe it is the local school Board's job to dictate to the City a decision about the facility. Daley encouraged any community members with concerns to contact, call and/or write a letter to the City of Rocklin.

Susan Halldin shared that as a Board member she takes seriously the responsibility to protect RUSD students and staff. While Halldin acknowledged the need for a Behavioral Health Hospital in the county, she stated that she did not feel this was the right location to build, in light of the information brought forward. Halldin shared, as a result, she was not in support of the proposed Behavioral Health Hospital.

Camille Maben concurred with much of what was shared by fellow Board members, stating she was disappointed that the District had not had a chance to have more conversations and open communications with the City at all levels. Maben shared that she would have concerns with any type of health facility or hospital being built near a school and proposed that Trustees write to the Rocklin City Council/Planning Commission expressing that Trustees have strong concerns about going forward with the hospital and is not in support of the Behavioral Health Hospital.

Todd Lowell stated that he still has many concerns regarding the proposed Behavioral Health Hospital. Lowell shared that nothing he learned in his research over the past month or at the evening's Board meeting would mitigate his concerns. Lowell stated that he is interested to see what the Police Chief will provide in his pending report and supports sending a letter of concern to the City to be forwarded to the Planning Commission. Lowell stated he would not take a definitive position on the facility in the absence of complete facts regarding safety measures.

Following Board comments, a **MOTION** was made by Wendy Lang and seconded by Susan Halldin for the following action: Superintendent will prepare a letter to the City of Rocklin expressing concern and the inability to support the facility at this location due to the list of concerns available at this time. Motion passed 4 to 1.

12.2 ANNUAL ORGANIZATION OF THE BOARD OF TRUSTEES:

- 12.2.1 **ELECT PRESIDENT OF THE BOARD OF TRUSTEES** – A **MOTION** was made by Wendy Lang and seconded by Susan Halldin to elect Greg Daley as President. Motion passed unanimously.

Comments: Greg Daley thanked Trustees for their service and thanked Todd Lowell in particular for his faithful service and countless hours serving as Board President over the last three years.

- 12.2.2 **ELECT VICE PRESIDENT OF THE BOARD OF TRUSTEES** – A **MOTION** was made by Todd Lowell and seconded by Wendy Lang to elect Camille Maben as Vice President. Motion passed unanimously.
- 12.2.3 **ELECT CLERK OF THE BOARD OF TRUSTEES** – A **MOTION** was made by Camille Maben and seconded by Wendy Lang to elect Susan Halldin as Clerk. Motion passed unanimously.
- 12.2.4 **APPOINT SUPERINTENDENT ROGER STOCK AS SECRETARY TO THE BOARD OF TRUSTEES** – A **MOTION** was made by Wendy Lang and seconded by Todd Lowell to elect Roger Stock as Secretary to the Board of Trustees. Motion passed unanimously.
- 12.2.5 **SELECT DATE, TIME, AND PLACE FOR 2016-17 BOARD OF TRUSTEES MEETINGS** – A **MOTION** was made by Todd Lowell and seconded by Susan Halldin to hold 2016-17 Regular Board of Trustee Meetings at 6:30 p.m. on the first/or

third Wednesdays of each month at the District Office located at 2615 Sierra Meadows Drive, Rocklin, CA 95677. Motion passed unanimously.

- 12.2.6 **APPOINT REPRESENTATIVES TO THE CITY OF ROCKLIN LIAISON COMMITTEE (EDUCATION COMMITTEE)** – A MOTION was made by Wendy Lang and seconded by Camille Maben to appoint Todd Lowell and Susan Halldin as Representatives to the City of Rocklin Liaison Committee Education Committee. Motion passed unanimously.
- 12.2.7 **APPOINT REPRESENTATIVES TO THE AUDIT COMMITTEE** – A MOTION was made by Todd Lowell and seconded by Camille Maben to appoint Wendy Lang and Susan Halldin as Representatives to the Audit Committee. Motion passed unanimously.
- 12.2.8 **APPOINT REPRESENTATIVE TO THE JOINT POWERS AUTHORITY (JPA)** – A MOTION was made by Susan Halldin and seconded by Camille Maben to appoint Greg Daley as Representative to the Joint Powers Authority. Motion passed unanimously.
- 12.2.9 **APPOINT REPRESENTATIVES TO THE FACILITIES MASTER PLAN COMMITTEE** – A MOTION was made by Wendy Lang and seconded by Susan Halldin to appoint Greg Daley and Camille Maben as representatives to the Master Plan Committee. Motion passed unanimously.
- 12.2.10 **APPOINT REPRESENTATIVE TO ROCKLIN INDEPENDENT CHARTER ACADEMY (RICA)** – A MOTION was made by Todd Lowell and seconded by Camille Maben to appoint Susan Halldin as Representative to Rocklin Independent Charter Academy (RICA). Motion passed unanimously.
- 12.3 **APPROVE DISTRICT CERTIFICATION OF ABILITY TO MEET FINANCIAL OBLIGATIONS (FIRST INTERIM REPORT)** – Barbara Patterson, Deputy Superintendent Business and Operations, presented Trustees with a report on the District's certification/ability to meet financial obligations (First Interim Report) and requested Board approval. Patterson shared that state law and prudent business practices require all California public school districts to review, monitor and update all budget and financial information on a regular basis. The Rocklin Unified School District monitors 11 budgets on an annual basis. The budgets are grouped under designated categories commonly called funds. The primary operating budget of the school district is the General Fund, segregated by law into two separate components: 1) Unrestricted General Fund, which is used for general operating purposes; and 2) Restricted General Fund, which is used to account for categorical and grant programs such as Special Education, Title I, and Restricted Lottery. Patterson stated that of the 11 District funds, four are individual building projects and/or Mello-Roos and General Obligation Bond budgets. Thus, there are actually seven perpetual funds operated by the Rocklin Unified School District:
- General Fund
 - Charter School (RICA)
 - Deferred Maintenance
 - Cafeteria
 - Capital Facilities (Building Fees)
 - Special Reserve for Capital Outlay
 - Retiree Benefit Fund (Irrevocable Trust)

The primary components of California public school budgets and financial reports are 1) beginning balance, 2) revenues (commonly called income in the private sector), 3) expenditures and 4) ending balance. Within each of these major components there are many subsections. One

of the most critical components is the ending balance. This section contains the Reserve for Economic Uncertainty which by State Law must be, at a minimum, a stated percentage of the total general fund expenditure budget. The percentage factor varies by the student population or size of the school district. For RUSD, the statutory minimum reserve level is 3.0%. Based on the current State budget, State Department of Finance funding projections for future years and local budget assumptions detailed in the attached multi-year projection, the district will be able to meet its financial obligations for the current year and two budget years.

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

- 12.4 **APPROVE BOARD POLICIES (BP)** – Colleen Slattery, Assistant Superintendent Human Resources, presented revisions of Board Policies 4131 and 4231 on Staff Development to Trustees and requested Board approval.

12.4.1 BP 4131 Staff Development – Revised
12.4.2 BP 4231 Staff Development – Revised

A **MOTION** was made by Susan Halldin and seconded by Camille Maben to approve revision(s) to Board Policies 4131 and 4231 on Staff Development. Motion passed unanimously.

- 12.5 **APPROVE ADMINISTRATIVE REGULATIONS (AR)** – Colleen Slattery, Assistant Superintendent Human Resources, presented revisions of Administrative Regulations 4161.8, 4261.8 and 4361.8 on Family Care and Medical Leave to Trustees and requested Board approval.

12.5.1 AR 4161.8 Family Care and Medical Leave – Revised
12.5.2 AR 4261.8 Family Care and Medical Leave – Revised
12.5.3 AR 4361.8 Family Care and Medical Leave – Revised

Board Comments: Greg Daley stated that in AR 4261.8 “teaching” is referenced and asked for clarity. Slattery responded that this is typically in reference to instructional assistants, library aides, and similar classifications.

A **MOTION** was made by Todd Lowell and seconded by Wendy Lang to approve revision(s) to Administrative Regulations 4161.8, 4261.8 and 4361.8 on Family Care and Medical Leave. Motion passed unanimously.

- 12.6 **NOMINATE REPRESENTATIVE TO CALIFORNIA SCHOOL BOARD ASSOCIATION’S (CSBA) DELEGATE ASSEMBLY** – Superintendent Roger Stock requested considerations for Board to nominate representative to CSBA Delegate Assembly.

Comments: Greg Daley asked if any Board members were interested in serving as a representative to the CSBA Delegate Assembly. Camille Maben, who served in the role in the past, gave a brief description of the volunteer position and commitment, and shared that the main benefit to having a District representative would be to allow the District a closer connection on policy development. No interest in serving was shared by Trustees and no nomination was made.

13.0 **INFORMATION AND REPORTS**

13.1 **ENERGY CONSERVATION PROGRAM UPDATE** – Craig Rouse, Senior Director Facilities and Operations, introduced Bill Pruett, Energy Education Specialist, to Trustees who

presented an update on the District's Energy Conservation Program. Pruett stated that the District began its energy conservation program in March of 2011 and hired an Energy Education Specialist. Since that time the District has aggressively pursued energy saving opportunities through behavior modification, better equipment maintenance, and education to empower energy users to be energy savers. Since the program's inception, the District has "avoided" utility expenditures in excess of \$2.1 million dollars, based on the baseline year costs and projected usage without modifications. Starting in the fiscal year 2013-14, the California Clean Energy Jobs Act (Prop. 39) changed the corporate income tax code and allocated projected revenue to California's General Fund and the Clean Energy Job Creation Fund for five fiscal years. Under the initiative, roughly up to \$550 million annually was made available for appropriation by the Legislature for eligible projects to improve energy efficiency and expand clean energy generation in schools. Eligible local educational agencies (LEAs), including county offices of education, school districts, charter schools and state special schools, were able to request funding by submitting an energy expenditure plan application to the California Energy Commission. For year one, there was/in an option to receive part or all of a school's allocation for energy savings planning purposes. The Energy Commission approves plans and works with the California Department of Education, which subsequently distributes funds after plans have been approved.

Board Comments:

Wendy Lang asked when the HVAC units were replaced at Rocklin High School. Pruett responded that the units were periodically replaced as needed over the recent years. Camille Maben asked about the operating order of the HVAC at Rocklin Elementary School, sharing some past concerns about temperature of some classrooms. Pruett confirmed that the HVAC had been replaced at Rocklin Elementary and knew of no complaints at Rocklin Elementary. Staff is staff actively manages the situation. Todd Lowell commended Pruett for his good work and noted the noticeable drop in electric usage year after year. Superintendent Stock thanked the Board for their support of energy conservation incentives that they approved last year for schools, and as a result, contributed to the substantial savings for the District. Greg Daley asked if the District had researched or considered energy efficient exterior ceramic for buildings. Craig Rouse responded that, the District had not, but would be happy to inquire and get more information about the option.

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

15.0 **CLOSED SESSION** – Closed session convened at 9:30 P.M. regarding the following matters:

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

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

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

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

16.0 **RECONVENE TO OPEN SESSION** – President Daley reconvened the meeting to open session.

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

The Board of Trustees voted to release a Classified Probationary Employee. The vote was unanimous.

The Board of Trustees voted to approve the terms of a settlement agreement and to authorize the Superintendent to execute the agreements on behalf of the District. The vote was unanimous.

18.0 **ADJOURNMENT**– President Daley adjourned the meeting at 10:37 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, December 16, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Tara Lusk	Parent, resident	(916) 837-8315
Robert Lusk	" "	916 284-9136
Madelyn Diggs	CONCERNED Homeowner	madcrafts3@AOL.com
Dana Hawk	parent	916-804-9436
Sheri Alvarado	parent	916 803-6477
Alycia Ashmore	homeowner	916 2760738
Sarah Counter	Parent / homeowner	916 2591833
Dereck Counter	"	916 2591833
Paz Punsalan	parent / homeowner	916 521 4099
JOYCE ALBA	PARENT / HOMEOWNER	9167535256
Melissa BITTMAN	Home owner	916-409-9011
Riquelena Ngumeri	Parent / Homeowner	415-312-7875
Shane Levenenz	Homeowner / parent	916-409-0745
Jennifer Deeble	homeowner / parent	916-409-0694
Laurie, Dave Dursky	homeowner	916 690-7366
Chris Galvan	Homeowner	916 759-9460

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

Nicole Angold	Parent / homeowner / Whitney Ranch ☺	925-323-7061
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**ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING 6:30 P.M.**

ATTENDANCE SIGN-IN SHEET

Wednesday, December 16, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Austin Mattison	Rocklin resident / parent	714-512-2591
Malinda Meeks	parent	916-261-7482
Jessica Mattison	Rocklin resident / parent	714-656-5872
George Meinke	Rocklin Resident	thymeinthe@earthlink.net 916-265-
Jennifer Velasco	Rocklin parent/resident	916-780-5807808
James Velasco	Rocklin parent/resident	916-580-8275
Angela Rust	Rocklin parent/Resident	916-595-3278
Jason Hertzee	Rocklin Resident / parent office	916-213-2167
Leslie McNeill	Rocklin Resident	lmmeneill@9mail.com
Cherie Quinzon	Rocklin Resident	916-838-6638
DAVID WINTER	Rocklin RESIDENT	650-819-8754
Frank Nofuentes	Rocklin / parent	916-543-0250
Marilou Balecha	Rocklin resident / parent	916-751-0719 marilou@msn.com
Melissa Savage	Rocklin resident / parent business owner	510-759-7829
NICK KOSINSKI	Rocklin parent	
Barbara Rhoades	WHS parent	916-412-2844

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

Eugene Yang	Rocklin resident	916-543-7351
• Harj Chinn	Rocklin Resident	916-943-8658
• John Hughes	Rocklin Resident	916-463-5959

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
 REGULAR MEETING 6:30 P.M.

ATTENDANCE SIGN-IN SHEET

Wednesday, December 16, 2015

Jamie Manjarrez Parent / Resident jjmanjarrez@sbcglobal.net

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
------	--	--

Donette Delgado	Parent	
JEFFREY & Beverly Rosano	Parents	-
Connie Campbell	resident	
Richard Gillespie	resident	rgillespie@connectit-dz.com
Amy Ellis	Parent / Resident	RNAmyE@gmail.com
Deborah Rutter	Parent / Resident	drutter1@iol.com
SWAN SILVA	RESIDENT	
Connie McLennan	Resident	connie.mclennan@gmail.com
Geoff McLennan	Resident	gfmclennan@gmail.com
Markene Repoldo	Parent / Resident	mjrepoldo@gmail.com
Donna Hughes	Parent / Resident	donna@hughesamerica.com
Aaron Davenport	Parent / Resident	aavondavenport@yahoo.com
Anne MATTISM	grandparent	
Ixel Morell	Universal Health Services	Ixel.Morell@UHSinc.com
Gail Prudhoe	parent resident	gailprudhoe@yahoo.com
Brian Standish	resident	bstandish137@gmail.com

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James Thiede	Resident	Jcthiede@att.net
Hector Caldera	Resident	calderah@sbcglobal.net

John Hughes

Greg Hopkins

Ray Kelly

Kenn Cooper

Parent Resident

Parent Resident

Parent Resident

Parent

(912) 759-1913

john@hughesamerica.com

greg.hopkins@gmail.com
troy.fewman@gmail.com

**ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING 6:30 P.M.**

ATTENDANCE SIGN-IN SHEET

Wednesday, December 16, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
TIM MCKERCHER	RESIDENT	timckercher@att.net
MERLIN NGUYEN	RESIDENT	Yaha669@yahoo.com
Jennifer Davis	Resident Parent	jeindavis08@att.net jeindavis08@att.net
Pat Ciann	Resident	pcicann@yahoo.com
Lindsay Lopez	Resident	
Colleen Patterson	Resident	cpatt@mc.com
Trevor Caulder	Resident	Caulder Trevor@yahoo
Joe Patterson	Resident	joepatterson@gmail.com
Martella Reynoso	resident	martellareynoso@gmail.com
Joseph Reynoso	RESIDENT	JOSEPH Reynoso 24@gmail.
Kelly Davenport	Resident/parent	kel.davenport@comcast
Patrick Mattison	Grand parent	tikpat@yahoo.com
Gael Forsberg	Resident	glforsberg@gmail.com
Kim Kossow	resident/parent	kimkossow@yahoo.com
Joni Bennion	resident/parent	joni.ben@hotmail.com
Gary Kneifl	resident/parent	huskerinco@hotmail.com

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**ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING 6:30 P.M.**

ATTENDANCE SIGN-IN SHEET

Wednesday, December 16, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Rachel Marguardt	Whitney High Student Media	rachmaniez199@gmail.com
MARY MARGUARDT	WHS PARENT	MKSUM@AOL.COM
Harry Parasit	WHS Parent	HarryP@CSCINC.COM
CLAUDIA PARASIT	WHS PARENT	CLAUDIA.KUTK@YAHOO.COM
Tim Combs	WR RESIDENT	timothycombs@sbcglobal.net
Valene Combs	WR Resident	valenigaringcombs@gmail.com
Nicole Knapp	WR Resident	ShelTranice@aol.com
Amy DeSario	WR Resident	amyvoo@msn.com
Steve Guaranta	WR Resident / Parent	
Linette Guaranta	WR Resident / Parent	
Nancy Muir	Rocklin Resident / Parent	muirfam@sbcglobal.net
Cristina Schwaebly	Rocklin Resident	Cschwaebly@gmail.com
Julie Soto	Rocklin Resident	jcsoto@rocketmail.com
Carin Lane	SRES Parent	Carin75@gmail.com
Enoc Mendoza	Rocklin Resident's Parent	Enocmendozajr@yahoo.com
Richard Ruffin	Rocklin Resident	chadbrayce@gmail.com

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

Mitch Macvicar
Whitney School District Student Resident
maevicar24@gmail.com

Susan Bierly
Resident of Whitney Ranch
Susanbierly@gmail.com
#5 children go to school here

CERTIFICATED/MANAGEMENT PERSONNEL REPORT

RESIGNATION/RETIREMENT:

1. Melissa Salazar-Lewis, Elementary Teacher, Rocklin Elementary, 12/11/2015

REQUEST FOR LEAVE OF ABSENCE:

2. Abigail Pena, Math Teacher, Whitney High School, Family Care Leave, following PDL through 2/9/16
3. Kirsten Gideon-Parker, Graphics Teacher, Whitney High School, 11/17/15 – 6/4/16

NEW HIRES:

4. Amy Cuadra, 0.50 FTE School Psychologist, Breen Elementary, 1/4/2016
5. Jennifer Hard, 1.0 FTE RSP Teacher, Sunset Ranch Elementary, 1/4/2016
6. Sharilyn Smith, 1.0 FTE Elementary Teacher, Rocklin Elementary, 1/8/2016

CLASSIFIED PERSONNEL REPORT

RESIGNATIONS/RETIREMENT:

1. Kathryn O'Keefe, Computer Center Tech I, Parker Whitney, Resigned, 12/18/15
2. Liz Cesare, Library Clerk, Valley View Elementary, Resigned, 1/4/2016
3. Madaline Adams, Nutrition Services Worker, Rock Creek Elementary, Retiring, 2/29/16
4. Yuliy Milovanov, Night Custodian, Breen Elementary School, Retired, 12/30/15
5. Julie Drybread, Delivery Driver/Warehouse Worker, Nutrition Services, Resigned, 12/15/15
6. Nina Inniss, Nutrition Services Worker I, Granite Oaks Middle School, Resigned, 12/18/15
7. Ashley Jones, Special Ed Aide II, Sunset Ranch Elementary, Resigned, 12/23/15
8. David Hawkins, Bus Driver, Transportation, Resigned, 12/31/15

LEAVE OF ABSENCE:

9. Ben Guerrero, Groundskeeper I, Maintenance & Operations, 1/15/16 – 1/21/16 (TBD)
10. Emily Ford, Licensed Vocational Nurse, District-wide, 1/15/16—1/19/16
11. Erin Azarfahimi, Nutrition Services Worker I, Whitney High School, 12/18/15—2/6/16

NEW HIRES FOR 2015-16:

12. Helen Murray, Special Ed Instructional Aide I, Twin Oaks Elementary, 12/9/15
13. Tim Thomas, Night Custodian, Spring View Middle School, 12/14/15
14. Gina Barragan, Health Aide, Spring View Middle School, 12/11/15
15. Julie Drybread, Delivery/Warehouse Worker, Nutrition Services, 12/15/15

RECLASSIFICATIONS/CHANGE IN HOURS:

16. Rebecca Cavarra, Instructional Aide, Sunset Ranch Elementary, Increase in hours, 11/30/15
17. Aruna Kommu, Instructional Aide, Rock Creek Elementary, Decrease in hours, 11/12/15
18. Jesse Piper, Groundskeeper II, Maintenance & Operations, 12/16/15

**ROCKLIN UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

19. Christine Gillis, Instructional Aide, Sunset Ranch Elementary, Decrease in hours, 1/4/16
20. Janet Ligas, Instructional Aide, Sunset Ranch Elementary, 1/4/16
21. Renae Robertson, Instructional Aide – Science Lab Aide, Rocklin Elementary, 1/19/16
22. Ami Moore, Instructional Aide, Sunset Ranch Elementary, Decrease in hours, 11/26/15
23. Heidi Dozier, Computer Center Tech, Parker Whitney Elementary, Increase in hours, 1/4/16
24. Heidi Dozier, Instructional Aide, Parker Whitney Elementary, Resigned hours, 1/6/16
25. Lori Hagosian, Special Ed Aide II, Sunset Ranch Elementary, Increase in hours, 1/18/16

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Accept Donations
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

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

Status:

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

Presenter: Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

Current year: \$39,909.77
Future years: N/A
Funding source: Local sources

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

List of donations

Recommendation:

Staff recommends accepting donations.

DONATIONS /January 20, 2016

Date	Donor	Donation	Comment/Purpose	School Site
12/8/2015	Dennis Grewer	\$100.00	In Memory of John Anderson	Special Ed Dept
12/8/2015	Connie & Tracy Holman	\$50.00	In Memory of John Anderson	Special Ed Dept
12/8/2015	Studio Movie Grill	\$4,500.00	Young's Chef Program	District Office
12/16/2015	Samantha Gardner	\$35.00	US Bank Workplace Volunteer Hours	Antelope Creek
12/16/2015	Tracy Gorman	\$105.00	Wells Fargo Matching Funds Program	Antelope Creek
12/3/2015	PG&E /K.C. Wuelfing	\$120.00	PG&E Matching Gift Program	Breen
12/9/2015	Breen PTC	\$17,139.32	Chromebooks	Breen
12/17/2015	Cobblestone PTC	\$6,603.41	Chromebooks/Cart	Cobblestone
12/17/2015	Granite Oaks PFC	\$7,500.00	Chromebooks	Granite Oaks
12/11/2015	Consolidated Comm. Foundation	\$260.00	Community Support Program	Rock Creek
12/8/2015	United Auburn Indian Community	\$2,500.00	Supplies/materials for Science Lab	Rock Creek
12/9/2015	Bonnie & Jason London	\$867.04	Purchase computer for Mrs. Sorenson	Sierra Elem
11/24/2015	Rocklin Historical Society	\$50.00	Transportation costs to Museum	Twin oaks
11/30/2015	AT&T Employee Giving Program	\$40.00	School Supplies	Valley View
1/4/2016	Jennifer Huston	\$40.00	AT&T Employee Giving Program	Valley View
12/1/2015	Walter Schubert	Supplies	Cases of paper, binders, folders, etc.	Spring View
	Total	\$39,909.77		

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Will Serve Letter – 4410 Granite Drive Project

DEPARTMENT: Office of the Senior Director, Facilities, Maintenance & Operations

Background:

Old Republic Title Company is requesting a "Will Serve" letter for the 4410 Granite Drive project. The projected dates of this project are from January 2016 to December 2016, which means these students would begin arriving in August of 2016.

Status:

A standard "Will Serve" letter for this request is attached for review and approval by the Board.

Presenter:

Craig Rouse, Senior Director, Facilities, Maintenance & Operations

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

A copy of the Old Republic Title Company request, the will serve letter, and listing of schools is included.

Recommendation:

Staff recommends Board approval of the attached "Will Serve" letter for the 4410 Granite Drive project.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

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



Roger Stock, Superintendent
Kathleen Pon, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

January 20, 2016

April Ballard
Vice President
Old Republic Title Company
1000 Burnett Ave, Suite 400
Concord, CA 94520

Subject: RUSD School Listing

Antelope Creek, K-6
6185 Springview Drive
632 1095

Breen Elementary, K-6
2751 Breen Drive
632 1155

Cobblestone Elementary, K-6
5740 Cobblestone Drive
632 0140

Parker Whitney Elementary, K-6
5145 Topaz Avenue
624 2491

Rocklin Elementary, K-6
5025 Meyers Street
624 3311

Rock Creek Elementary, K-6
2140 Collet Quarry Drive
788 4282

Ruhkala Elementary, K-6
6530 Turnstone Way
632 6560

Sierra Elementary, K-6
6811 Camborne Way
788 7141

Sunset Ranch Elementary, K-6
2500 Bridlewood Drive
624 2048

Twin Oaks Elementary, K-6
2835 Club Drive
315 1400

Valley View Elementary, K-6
3000 Crest Drive
435 4844

Granite Oaks Middle, 7-8
2600 Wyckford Drive
315 9009

Spring View Middle, 7-8
5040 Fifth Street
624 3381

Rocklin High School, 9-12
5301 Victory Lane
632 1600

Victory High School, 9-12
3250 Victory Drive
632 3195

Whitney High School, 9-12
701 Wildcat Blvd.
632 6500

BY: _____
Craig Rouse, Senior Director,
Facilities, Maintenance & Operations

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

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



Roger Stock, Superintendent
Kathleen Pon, Deputy Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

January 20, 2016

April Ballard
Old Republic Title Company
1000 Burnett Ave, Suite 400
Concord, CA 94520

Subject: 4410 Granite Drive
Will Serve

Dear Ms. Ballard,

This letter confirms that the Rocklin Unified School District will provide educational services to all eligible K-12 pupils who may now or in the future reside in the 4410 Granite Drive project located at Granite Drive and Dominguez Road, Rocklin. In order to qualify for funding from the State Program for Class Size Reduction and to follow District practice of balancing class sizes, the students may be required to attend a school other than the one in their area. The attached information sheet lists all schools serving this area.

Transportation is provided for those students living outside of the walking distance to their attendance schools. Fees for transportation for the 2015/16 school year are \$265 per semester.

If you have any questions or need further information, please call.

Sincerely,

Craig Rouse
Senior Director
Facilities, Maintenance & Operations



1000 Burnett Ave., Suite 400, Concord, CA 94520 | T: (925) 687-7880

December 9, 2015

Rocklin Unified School District
Business Services Department
(916) 624-2428
2615 Sierra Meadows Drive
Rocklin, CA 95677

RE: Tract #/Name: 4410 Granite Drive
Seventy (70) lots
Granite Drive and Dominguez Road
Rocklin, CA


Pursuant to Section 11010 of the Business and Professions Code, and as required when applying for a Subdivision Public Report from the State of California, Bureau of Real Estate ("BRE"), we are requesting a statement that indicates the location of each elementary, middle and high school serving the subdivision.

Enclosed is an area map indicating the location of the subdivision.

Please send the required statement to the undersigned. We will include the original statement in our submittal to the BRE.

Thank you for your prompt attention and assistance. If you have any questions, please don't hesitate to contact me.

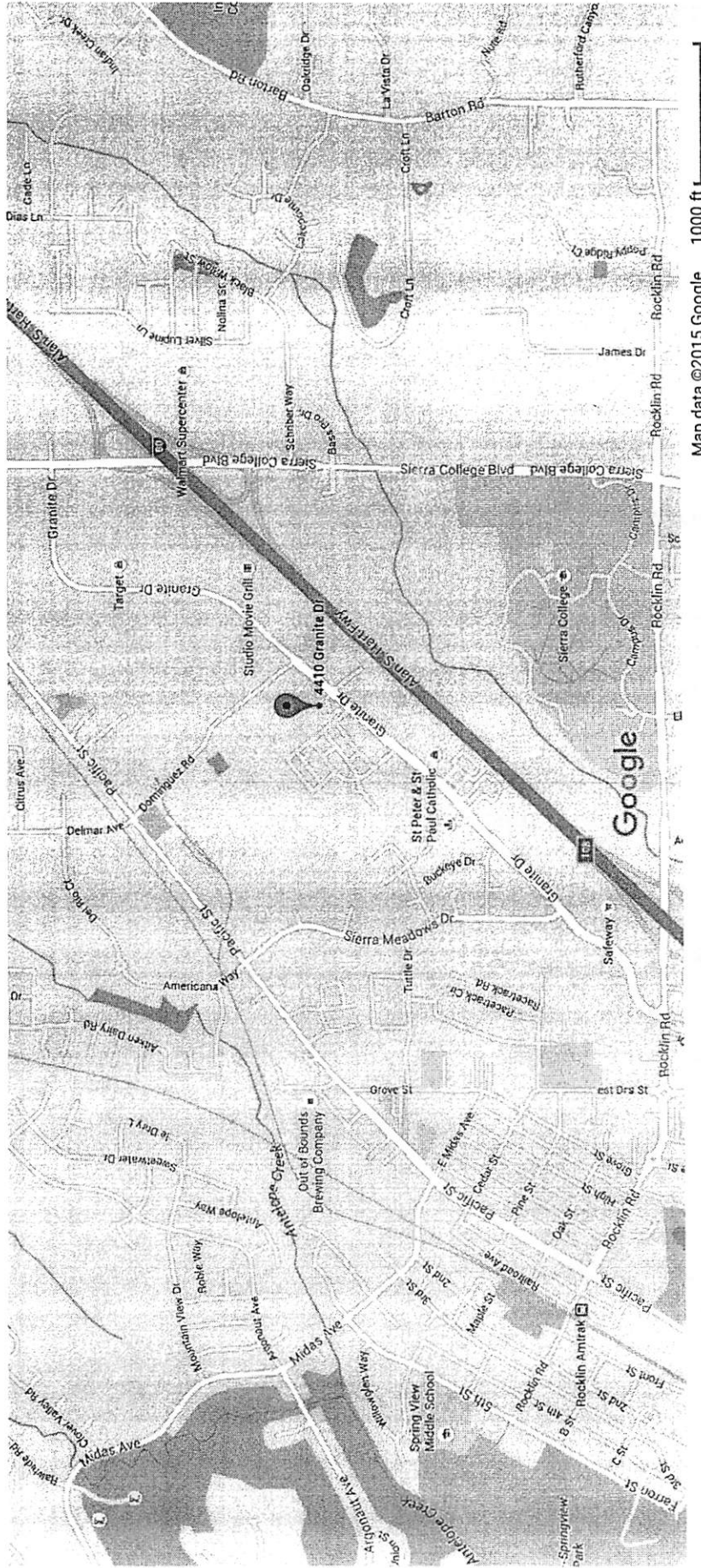
Sincerely,



April Ballard
Vice President

Enclosure

Google Maps 4410 Granite Dr



Map data ©2015 Google 1000 ft

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Award Contract to Economic & Planning Systems, Inc.

DEPARTMENT: Office of the Senior Director, Facilities, Maintenance & Operations

Background:

At the regularly scheduled January 2016 meeting, the State Allocation Board will raise the cap on Level 1 development impact fees. The District must update the Facilities Master Plan and Development Impact Fee Nexus Study to be in a position to adjust our Developer Fees.

Status:

Economic & Planning Systems, Inc. provided a contract in an amount not to exceed \$15,000 to update the Facilities Master Plan and the Development Impact Fee Nexus Study.

Presenter:

Craig Rouse, Senior Director, Facilities, Maintenance & Operations

Financial Impact:

Current year: \$15,000.00
Future years: None
Funding source: Developer Fees

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

EPS Development Impact Fee Update Contract – EPS #152119

Recommendation:

Staff recommends approval of the attached proposal with Economic & 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 authorize the Superintendent or his designee to sign on its behalf.

The Economics of Land Use



October 9, 2015

Barbara Patterson
Associate Superintendent, Business Services
Rocklin Unified School District
2615 Sierra Meadows Drive
Rocklin, CA 95677

Subject: Rocklin Unified School District Development Impact Fee
Update; EPS #152119

Dear Barbara:

Economic & Planning Systems, Inc. (EPS) has appreciated the opportunity to work with you on Rocklin Unified School District (District)'s facility planning efforts over the last few years.

In January 2016, the State Allocation Board will raise the cap on Level 1 development impact fees; therefore, the fee nexus study should be updated to provide justification for the District to impose the new Level 1 development impact fees.

The proposed work program will include the following efforts:

- Update student generation rates.
- Update the costs associated with facilities identified in the updated Facilities Master Plan.
- Update the effect of state funding on the fee calculation.
- Participate in school board and developer meetings to facilitate consensus (if necessary).
- Prepare a report that includes supporting documentation for any changes to the previously adopted fees.
- Assist the District in the adoption process for any revised fees.

Key Personnel

Managing Principal Jamie Gomes will serve as Principal-in-Charge of this project and will provide guidance and input as needed. Senior Vice President Russ Powell will serve as Project Manager and will conduct the day-to-day management of this project. Additional EPS staff may assist in identifying, collecting, and analyzing data.

*Economic & Planning Systems, Inc.
2295 Gateway Oaks Drive, Suite 250
Sacramento, CA 95833-4210
916 649 8010 tel
916 649 2070 fax*

*Oakland
Sacramento
Denver
Los Angeles*

www.epsys.com

Schedule

EPS will begin working on this project as soon as contract approval is received, and EPS will provide you with accurate information and work/products on a schedule that meets your needs.

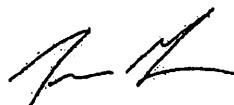
Budget

The estimated budget to complete this work is **\$15,000**. EPS charges for its services on a direct-cost (hourly billing rates plus direct expenses), not-to-exceed basis; therefore, you will be billed only for the work completed up to the authorized budget amount. Travel, data, or reproduction expenses will be billed at cost, and invoices are submitted monthly and are payable on receipt. If additional work or meetings are required, EPS will request authorization for additional budget with the understanding that terms will be negotiated in good faith. EPS's Hourly Billing Rates and Standard Terms and Conditions are attached as part of this letter agreement.

Again, EPS would appreciate the opportunity to work on this project. To approve this proposal, please sign below, return a signed copy of this letter agreement to EPS, and keep another copy for your records. Please call Russ Powell at (916) 649-8010 if you have questions or require changes to this proposal.

Sincerely,

ECONOMIC & PLANNING SYSTEMS, INC.



Jamie Gomes
Managing Principal

Attachments

Approved:

Rocklin Unified School District

Date

2015 HOURLY BILLING RATES

Sacramento Office

Managing Principal	\$250-\$280
Senior Principal	\$300
Principal	\$225-\$240
Executive/Senior Vice President	\$215
Vice President	\$195
Senior Technical Associate	\$180
Senior Associate	\$165
Associate	\$145
Research Analyst II	\$100
Research Analyst I	\$80
Production and Administrative Staff	\$80

Billing rates updated annually.



Economic & Planning Systems, Inc.
Standard Terms and Conditions for Consulting Services

1. Authority

Each party has full power and authority to enter into and perform this contract, and the person signing this contract on behalf of each has been properly authorized and empowered to enter into this contract. Each party further acknowledges that it has read this agreement, understands it, and agrees to be bound by it.

2. Independent Contractor

It is specifically understood and agreed that in the creation and performance of this Agreement, CONSULTANT is an independent contractor, and is not and shall not be construed to be an employee or agent of the CLIENT.

3. Insurance

CONSULTANT shall maintain the following insurance:

- 3.1. Workers Compensation as required by law.
- 3.2. General Liability insurance policy of \$1,000,000, \$3,000,000 in aggregate, for personal injury and property damage.
- 3.3. Auto Liability insurance of \$1,000,000, combined single limit for bodily injury and property damage covering non-owned and hired vehicles.
- 3.4. Errors and Omissions/Professional Services Liability and Personal and Advertising Injury insurance in the amount of \$2,000,000.
- 3.5. Excess/Umbrella Liability insurance in the amount of \$1,000,000.

4. Personnel

The CONSULTANT represents that it is an equal opportunity employer and has, or will secure at its expense, all personnel required in performing the services under this Agreement. All personnel engaged in the work shall be authorized or permitted under State and Local law to perform such services.

5. Interest of CONSULTANT

CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement.

6. Publication, Reproduction, and Use of Material

CLIENT may publish, distribute, or otherwise use any data, information, reports, or other materials prepared under this Agreement by CONSULTANT (EPS Work Product), in whole or in part, for purposes of this project. This authority does not apply to any computer models or software used or developed as a result of this contract, unless a separate agreement is signed concerning the disposition of such materials. CLIENT acknowledges that EPS Work Product was prepared by CONSULTANT solely for contemporaneous use by CLIENT for this Project and that it is not intended for use at any other time, location, purpose or by any other party. Accordingly, CLIENT shall not, without the prior written consent of CONSULTANT (which CONSULTANT may withhold in its sole discretion), (i) use EPS Work Product for purposes unrelated to the Project, (ii) modify EPS Work Product, or (iii) disclose or distribute any EPS Work Product to any other person, firm, or entity. CONSULTANT shall be entitled to indemnification by CLIENT, pursuant to paragraph 13 hereof, if CLIENT breaches this provision, in addition to all other available remedies at law or in equity.

7. Confidentiality

Any reports, information, or data given to or prepared or assembled by the CONSULTANT under this Agreement shall not be made available to any individual or organization by the CONSULTANT without the prior written approval of the CLIENT. CONSULTANT is entitled to retain copies of all data, working papers, interim documents, memoranda, and reports produced under this Agreement. However, nothing contained herein shall prevent the disclosure of such information if compelled by legal process, and in the event thereof, only after notice to CLIENT.

8. Amendments to the Contract

No amendment to this Agreement shall be effective unless it is in writing and signed by duly authorized representatives of both parties.

9. Disputed Invoices

In the event that CLIENT disputes any item on an invoice, CLIENT shall notify the CONSULTANT of this disputed item within five working days of receipt of the invoice. CLIENT will approve payment of items on an invoice that are not in dispute and CLIENT and CONSULTANT will proceed to negotiate or arbitrate the disputed items as specified elsewhere in this Agreement.

10. Audits and Inspections

On reasonable notice, CLIENT may inspect any books, records, or other materials that pertain directly to this Agreement.

11. Compensation for Testimony and Preparation Thereof

If any legal action is brought in connection with the Agreement, other than an action that is solely the result of the incompetence or malfeasance by CONSULTANT, by or against a third party, and CLIENT requests that CONSULTANT or a SUBCONSULTANT, (or if CONSULTANT or a SUBCONSULTANT is otherwise required) to testify, provide information, produce materials, or otherwise spend time on such action, then CLIENT shall pay CONSULTANT or SUBCONSULTANT

for time expended at their standard rates then in effect, plus advance all related expenses and costs, including, but not limited to, reasonable attorneys' fees. Such compensation shall be in addition to the maximum charge for services defined in the Agreement.

12. Termination of Agreement

The CLIENT may, at its option, elect to cancel the contract at any time, by notice to CONSULTANT, on completion of any task described in the scope of services. In such event the CLIENT will pay to the CONSULTANT the amount due by virtue of completion of the products therefore delivered. If such cancellation is not based on any claim of CONSULTANT default, such payment shall include any sums withheld pursuant to this Agreement. In addition, the CONSULTANT shall be reimbursed (in addition to the payment) for that portion of the actual out-of-pocket costs not otherwise reimbursed under this Agreement previously incurred by the CONSULTANT during the period of the Agreement, which are directly attributable to the incomplete portion of the services covered by this Agreement.

13. Indemnification/Limitation of Liability

- 13.1. CLIENT agrees to release, indemnify, hold harmless, and defend CONSULTANT and all of its partners, employees, agents, and representatives of all types from and against all claims, liability, loss, cost, damage, expense, or obligation, including, but not limited to reasonable attorneys' and experts' fees and costs, which any of them may hereafter incur, suffer, or be required to pay by reason of any actions in connection with this Agreement or the performance thereof except as to claims which are finally adjudicated or arbitrated to have resulted from the sole negligence or willful misconduct of CONSULTANT.
- 13.2. CLIENT agrees that CONSULTANT is not responsible for the identification of hazardous or toxic substances, waste or materials, or petroleum products and/or petroleum components or constituents, and is not liable for any conditions that stem from contamination from hazardous or toxic substances, waste or materials, or petroleum products and/or petroleum components or constituents.

14. Nondiscrimination and Equal Opportunity

CONSULTANT and its SUBCONSULTANTS shall not unlawfully discriminate against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by CONSULTANT under this Agreement because of race, religion, color, national origin, ancestry, physical disability, medical condition, marital status, age (over 40), gender, or gender orientation. CONSULTANT shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of CONSULTANT thereby.

15. Standard of Performance

All work performed by CONSULTANT for CLIENT pursuant to this Agreement shall be performed by qualified persons, and shall be performed in accordance with standards of performance generally applicable to the work in the community in which the work is performed.

As in all projects of this type, the estimated results are based on the continued competent and efficient management by CLIENT. In addition, the conclusions reached by CONSULTANT are based on the assumption that no significant changes in project conditions will occur beyond those expressly discussed in EPS Work Product. CONSULTANT shall be able to rely on information provided to it by the CLIENT, and CONSULTANT shall have no responsibility to audit or otherwise verify such information.

16. Force Majeure

Neither party shall be responsible for delays or failures in performance resulting from acts beyond the control of such party. Such acts shall include, but not be limited to, acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, power failures, earthquakes, or other disasters.

17. Arbitration and Attorneys' Fees

In the event of a dispute in any manner relating to or arising out of this Agreement, the parties shall meet, confer, and negotiate in good faith in an attempt to resolve the dispute. In the event the parties are unable to resolve the dispute themselves, the dispute shall be resolved through binding arbitration in Sacramento County, State of California, under the Construction Industry Arbitration Rules of the Judicial Arbitration and Mediation Services, Inc., (JAMS). In arbitrating any issue arising under this Agreement, the power and authority of the arbitrator shall include the power and authority to grant such equitable relief (including injunctive relief) as may be appropriate under the circumstances, in accordance with applicable law. The decision award of the arbitrator shall be binding on the parties and shall be enforceable by judgment entered in a court having jurisdiction. In the event the arbitrator determines there is a prevailing party in the arbitration, the prevailing party shall recover from the losing party all costs of arbitration, including all fees of the arbitrator and all attorneys' fees reasonably incurred by the prevailing party. The arbitrator shall have authority to order such limited discovery as the arbitrator shall deem relevant and appropriate.

18. Governing Law

This contract will be governed by and construed in accordance with the laws of the State of California.

19. Notice

Notice given under the terms of this Agreement shall be in writing and shall be effective the day it is mailed, properly addressed, to the party to receive such notice. Notice delivered other than by mail shall be effective when received. Any change of address of either of the parties shall be effective on receipt of notice of such change by the opposite party.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Proposal with Peterson Development for the District Office Tenant Improvement Project

DEPARTMENT: Office of the Senior Director, Facilities, Maintenance & Operations

Background:

In order to accommodate the need for additional offices and a conference room at the District Office, the District went out to bid for the tenant improvement project. The construction cost was impacted due to adding an additional HVAC unit to conference room #1, controls to the board room HVAC system, the shortage of qualified labor and having to work during non business hours. This work will be scheduled to start the week of January 25, 2016, subject to board approval.

Status:

Bids for the "District Office Tenant Improvement Project" were solicited by phone and advertisement in the newspaper and opened by the District on January 08, 2016 at 2:00 p.m. A contract with the responsive low bidder will be provided to the board prior to the board meeting.

Bids were received from:

Peterson Developments:	\$105,000
Carter Kelly	\$113,231
PNP Construction	\$116,774
Joe Anderson Construction	\$123,585
BRCO Constructors	\$129,000
Landmark Construction	\$129,498

Bids were reviewed by the Senior Director Facilities, Maintenance & Operations, Assistant Director of Facilities & Maintenance and Rainforth Grau Architects. The reviewers were in agreement to recommend award to Peterson Developments for the complete bid of \$105,000.

Presenter:

Craig Rouse, Senior Director, Facilities, Maintenance & Operations

Financial Impact:

Current year:	\$105,000
Future years:	N/A
Funding source:	Fund 25

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:

Contract agreement with Peterson Development

Recommendation:

Staff recommends approval of the bid for the Tenant Improvement project at the District Office in the amount of \$105,000 to Peterson Developments and authorize the Superintendent or his designee to sign on its behalf.

**RUSD DISTRICT OFFICE IMPROVEMENTS
ROCKLIN UNIFIED SCHOOL DISTRICT
CONSTRUCTION AGREEMENT**

THIS AGREEMENT is between Rocklin Unified School District ("District") and Peterson Developments ("Contractor"). District and Contractor agree as follows:

1. Project. Contractor shall perform everything required to be performed and shall provide and furnish all labor, materials, tools, equipment, and all utility and transportation services required for the construction of Rocklin Unified School District - District Office Improvements ("Project").

All work to be performed and materials to be furnished shall be in conformity with the complete Agreement which includes the following Contract Documents, all of which are incorporated by reference: Notice to Contractors Calling for Bids, Instructions to Bidders, Bid Form, Designation of Subcontractors, Workers' Compensation Certificate, Performance Bond, Non-collusion Affidavit, Insurance Certificates, Guarantees, any Payment Bond, Change Orders, Shop Drawing Transmittals, Contractor's Certificate Regarding Non-Asbestos and/or Lead Containing Materials, if any, Davis-Bacon Compliance Certification, if any, Fingerprinting Certification, Labor Compliance Program documents, if any, Special Conditions and/or Special Requirements, Plans, Drawings, and/or Specifications, this Agreement, and any modifications, addenda, and amendments of or to any of these documents. The Contract Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. Time for Performance. Contractor shall commence work on the Project on the date stated in the District's Notice to Proceed and shall complete the Project within 50 calendar days after that. Time is of the essence in this Agreement.

3. Contract Price. Subject to the terms and conditions of this Agreement, District shall pay to Contractor for all work to be performed under this Agreement the total sum of \$105,000.00

4. Payments.

A. Duration of Contract: 50 Calendar Days.

(1) Less than 60 Days: Contractor shall be paid an amount equivalent to 95 percent of the contract price upon acceptance of the Project by the Governing Board or other governing body of District. Contractor shall be paid the remaining five (5) percent of the Contract Price within 35 days following the recording of a Notice of Completion.

(2) Greater than 60 Days: Contractor shall be paid a sum equal to 95 percent of the value of all work performed and of materials delivered and used, less the aggregate of previous payments. District may also deduct from such payments any amounts deemed due from Contractor. These monthly payments shall be made only on the basis of estimates which shall be prepared by Contractor on a form approved by District and filed before the fifth day of the month during which payment is to be made. Before consideration of a request for payment, a certificate in writing shall be

obtained from the Architect stating that the work for which the payment is demanded has been performed in accordance with the terms of the Contract Documents and that the amount stated in the certificate is due under the terms of the Contract Documents. The certificate of the Architect shall not be conclusive upon District, but advisory only. Work completed as estimated shall be an estimate only and no inaccuracy or error in said estimate shall operate to release Contractor or Surety from any damages arising from such work or from enforcing each and every provision of this Agreement, and District shall have the right to subsequently correct any error made in any estimate for payment.

B. From the payments specified in Paragraph A, District may make any deductions authorized or required by law or this Agreement including, by way of example only, the following:

- (1) Liquidated and other damages described in Paragraph 11;
- (2) Defective work not remedied.
- (3) Failure of Contractor to make proper payments to its subcontractor(s) or material suppliers for materials or labor.
- (4) Damage to another contractor.
- (5) Other damages sustained by District.

5. Submission of Bonds and Certificates. The Contractor shall not commence any work on the Project until it has submitted to District all certificates and bonds required by this Agreement. All bonds and certificates shall be submitted to District within ten days following award of this contract.

6. Insurance. Contractor shall take out and maintain at its own cost and expense during the term of this Agreement the following insurance:

- A. Workers compensation insurance for all of Contractor's employees in amounts not less than that required by law. Pursuant to Labor Code Sections 3700 and 1860, et seq., Contractor shall submit to District an acceptable Workers Compensation Certificate.
- B. Contractor shall obtain and maintain in effect at its own cost and expense during the term of this Agreement public liability and property damage insurance with per occurrence limits of not less than One Million Dollars (\$1,000,000.00) for death or personal injury and One Million Dollars (\$1,000,000.00) for property damage. The policy(ies) shall contain an endorsement naming District as an additional insured insofar as this Agreement is concerned, and provide that notice shall be given to District at least 30 days prior to cancellation or material change in the form of such policy(ies). Contractor shall furnish District with certificates for insurance

containing the endorsements required under this section, and District shall have the right to inspect the original policy(ies) of such insurance upon request.

C. All insurance companies must meet the following criteria:

- (1) U.S. Treasury listed
- (2) California admitted, as confirmed by the California Department of Insurance or listed in the California Department of Insurance's List of Eligible Surplus Line Insurers ("LESLI List")
- (3) A minimum rating of "A- VIII," as rated by the current edition of Best's Key Rating Guide, published by A.M. Best Company, Oldwick, New Jersey, 08858.

7. Performance/Payment Bonds. The Contractor shall furnish a Performance Bond in an amount equal to 100 percent of the Contract Price. If the Contract Price specified in Paragraph 3 is more than \$25,000, the Contractor shall also furnish a Payment Bond in an amount equal to 100 percent of the Contract Price. Any bond submitted must be issued by a California admitted corporate surety which is U.S. Treasury listed and whose U.S. Treasury listing indicates a bonding capacity in excess of the project cost. If a California admitted surety insurer issuing a bond does not meet these requirements, the insurer will be considered sufficient if each of the following conditions is satisfied:

A. The following documents are submitted with the bond:

- (1) The original, or a certified copy, of the unrevoked appointment, power of attorney, bylaws, or other instrument entitling or authorizing the person who executed the bond to do so.
- (2) A certified copy of the certificate of authority of the insurer issued by the Insurance Commissioner.
- (3) A certificate from the county clerk of the county in which the District is located that the certificate of authority of the insurer has not been surrendered, revoked, canceled, annulled, or suspended, or in the event that it has, that renewed authority has been granted.

B. If it appears that the bond was duly executed, that the insurer is authorized to transact surety insurance in the state, and that its assets exceed its liabilities in an amount equal to or in excess of the amount of the bond subject to Insurance Code Section 12090.

8. Changes and Extra Work. Contractor and District agree that changes in this Agreement or in the work to be done under this Agreement shall become effective only when written in the form of a Supplemental Contract or Change Order and approved and signed by District and Contractor. Should District direct or request additional project work not otherwise included within Paragraph 1 of this Contract, the cost of the additional work shall be added to the Contract Price and paid by

District pursuant to Paragraph 4 of Agreement. The term "cost" as used in this paragraph means the actual cost to Contractor of the labor, materials, or subcontracts required for the additional work increased by no more than 10 percent for Contractor overhead (including any increased bond costs).

9. Indemnification. Contractor shall indemnify and hold harmless District, its governing board, officers, agents, and employees from every claim or demand made, and every liability, loss, damage, or expense, of any nature whatsoever, which may be incurred by reason of:

- A. Any injury to or death of any person(s) or damage to, loss or theft of any property sustained by Contractor or any person, firm or corporation employed by Contractor, either directly or by independent contract, upon or in connection with the work called for in this Agreement, except for liability resulting from the sole active negligence, or willful misconduct of District.
- B. Any injury to or death of any person(s) or damage, loss or theft of any property caused by any act, neglect, default or omission of Contractor, or any person, firm, or corporation employed by Contractor, either directly or by independent contract, arising out of, or in any way connected with the work covered by this Agreement, whether said injury or damage occurs either on or off District's property, if the liability arose due to the negligence or willful misconduct of anyone employed by Contractor, either directly or by independent contract.

At Contractor's own expense, cost, and risk, Contractor shall defend at the District's request any and all actions, suits, or other proceedings that may be brought or instituted against District, its governing board, officers, agents, or employees, on any such claim or liability, and shall pay or satisfy any judgment that may be rendered against District, its governing board, officers, agents, or employees in any action, suit, or other proceeding as a result thereof.

10. Termination of Contract. Should Contractor commit any of the acts specified in this paragraph, by giving seven day's written notice to Contractor, District may, without prejudice to any other rights or remedies afforded District by law or by this Agreement, terminate the services of Contractor under this Agreement; take possession of the Project and the premises on which it is located; take possession of all materials, tools, and appliances located on the premises; and complete the Project by whatever method District may deem expedient. Contractor shall be deemed to have committed an act specified in this paragraph if Contractor:

- A. Is adjudged a bankrupt;
- B. Makes a general assignment for the benefit of creditors;
- C. Refuses or fails to supply enough properly skilled workers or proper materials to complete the Project in the time specified in this Agreement;
- D. Fails to make prompt payment to subcontractors, workers, or material suppliers for labor performed on or materials furnished to the Project;

- E. Persistently disregards any laws or ordinances relating to the Project or its completion; or
- F. Otherwise commits a substantial violation of any provision of this Agreement.

11. Liquidated Damages.

- A. Pursuant to Government Code Section 53069.85, for each calendar day completion is delayed beyond the time allowed in this Agreement, Contractor shall forfeit and pay to District the sum of \$0 per calendar day which shall be deducted from any payments due to or to become due to Contractor. In addition to any liquidated damages which may be assessed, if Contractor fails to complete the Project within the time period provided in the Contract Documents, and if as a result District finds it necessary to incur any costs and expenses (for example, relating to the acquisition and use of facilities pending completion of the Project), Contractor shall pay all those costs and expenses incurred by District. These costs and expenses may include but are not limited to such items as rental payments, inspection fees, and additional architectural fees related to acquisition of facilities. These costs and expenses may be retained by District from any payments otherwise due to Contractor.
- B. Liquidated damages shall not be imposed because of any delays in completion of the project work due to (1) unforeseeable causes beyond the control and without the fault or negligence of Contractor and (2) performing any extra work pursuant to Paragraph 8 of this Agreement.

12. Clean-up. Contractor at all times shall keep premises free from debris such as waste, rubbish and excess materials and equipment caused by his work; debris shall be removed from premises. Contractor shall not leave debris under, in, or about the premises. Upon completion of work Contractor shall clean interior and exterior of building including fixtures, equipment, walls, floors, ceilings, roofs, window sills and ledges, horizontal projections and any areas where debris has collected so surfaces are free from foreign material or discoloration; Contractor shall clean and polish all glass, plumbing fixtures and finish hardware and similar finish surfaces and equipment and remove temporary fencing, barricades, planking and construction toilet and similar temporary facilities from site.

13. Force Majeure. The Contractor shall be excused from performance hereunder during the time and to the extent that he is prevented from performing by act of God, fire, strike, lockout or commandeering of materials or facilities by the government, when satisfactory evidence thereof is presented to the District, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.

14. Non-Discrimination Endorsement. It is the policy of the Contractor and District mutually agree that they will comply with all applicable Federal and California state anti-discrimination laws and regulations and agree not to unlawfully discriminate against any prospective or active employee engaged in the work on the basis of race, color, age, ancestry, national origin, sex, religious creed, marital status, or physical or mental disability, or sexual orientation or any other

category protected by law, including but not limited to, the California Fair Employment and Housing Act, beginning with Government Code section 12900, and Labor Code section 1735. In addition, the Contractor agrees to require like compliance by all subcontractors employed. Contractor and District mutually agree that they will comply with all applicable federal and state anti-discrimination laws and regulations, and agree not to unlawfully discriminate against students on the basis of race, color, creed, religion, sex, age, national origin, ancestry, marital status, physical or mental disability, sexual orientation, or any other category protected by law.

15. Subcontracting. Contractor agrees to bind every subcontractor by terms of the contract as far as such terms are applicable to subcontractor's work. If Contractor shall subcontract any part of this contract, Contractor shall be fully responsible to District for acts and omissions of subcontractor and of persons either directly or indirectly employed. Nothing contained in these contract documents shall create any contractual relation between any subcontractor and District.

16. Patents, Royalties and Indemnities. The Contractor shall hold and save the District and its officers, agents and employees harmless from liability of any nature or kind, including cost and expense, for or on account of any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of this contract, including its use by the District, unless otherwise specifically stipulated in the contract documents.

17. Guarantee. Besides guarantees required elsewhere, Contractor shall, and hereby does, guarantee all work for a period of one year after date of acceptance of work by District and shall repair or replace any or all such work, together with any other work, which may be displaced in so doing, that may prove defective in workmanship and/or materials within a one-year period from date of acceptance without expense whatsoever to District, ordinary wear and tear, unusual abuse or neglect excepted. District will give notice of observed defects with reasonable promptness. Contractor shall notify District upon completion of repairs.

This article does not in any way limit the guarantee of any items for which a longer guarantee is specified or on any items for which a manufacturer gives a guarantee for a longer period. Contractor shall furnish District all appropriate guarantee or warranty certificates upon completion of the project.

18. Notices. Any and all notices or other matters required or permitted by this Agreement or by law to be served on, given to, or delivered to either District or the Contractor by the other party to this Agreement shall be in writing and shall be deemed duly served, given, or delivered when personally delivered to the party to whom it is addressed or to a supervisory employee of that party, or in lieu of personal service, when deposited in the United States Mail, first class postage paid, addressed: Attn: Senior Director of Facilities & Operations, Rocklin Unified School District, 2615 Sierra Meadows Drive, Rocklin, CA 95677, or to the Contractor at Peterson Developments, 4728 Kenneth Avenue, Fair Oaks, California 95628. Either party may change the party's address for these purposes by giving written notice of the change to the other party in the manner provided in this paragraph.

19. Assignment. This Agreement is for the personal services of Contractor in performing the work described in Section 1 of this Agreement and Contractor may not assign this Agreement,

Contractor's right to monies becoming due under this Agreement, or Contractor's duties under this Agreement to any other person or entity without written consent of the District.

20. Removal or Relocation of Main or Trunkline Utility Facilities. The Contractor shall not be assessed for liquidated damages for delay in completion of this project, when such delay was caused by the failure of the awarding authority of this contract or the owner of the utility to provide for removal or relocation of the existing main or trunkline utility facilities; however, when the Contractor is aware that removal or relocation of an existing utility has not been provided for, Contractor shall promptly notify the awarding authority and the utility in writing, so that provision for such removal or relocation may be made to avoid and minimize any delay which might be caused by the failure to remove or relocate the main or trunkline utility facilities, or to provide for its removal or relocation. In accordance with section 4215 of the Government Code, if the Contractor while performing the contract discovers any existing main or trunkline utility facilities not identified by the public agency in the contract plans or specifications, he shall immediately notify the public agency and utility in writing. The public utility, where they are the owners, shall have the sole discretion to perform repairs or relocation work or permit the Contractor to do such repairs or relocation work at a reasonable price. The Contractor shall be compensated for the costs of locating, repairing damage not due to the failure of the Contractor to exercise reasonable care, and removing or relocating such utility facilities not indicated in the plans and specifications with reasonable accuracy and for equipment on the project necessarily idled during such work.

21. Drug Free/Smoke Free/Alcohol Free Policy. All District sites are designated drug free/smoke free/alcohol free. The use or abuse of controlled substances, tobacco products, and alcohol will not be tolerated.

22. Wage Rates. Pursuant to the provisions of Article 2, commencing with Section 1770 of the Labor Code, District has ascertained the general prevailing rate of per diem wages in the locality in which this public work is to be performed for each craft, classification, or type of worker needed to execute this Agreement. The general rates of per diem wages are available at District's office. In the event that the listed or posted rates are in error, Contractor is responsible to pay those rates determined by the Director of Industrial Relations to be applicable, and District shall not be responsible for any damages arising from the error.

It is the responsibility of Contractor to comply with the provisions of Labor Code Section 1776 dealing with the maintenance and inspection of employee payroll records.

The project is subject to prevailing wage monitoring and enforcement by the Department of Industrial Relations (DIR). The successful bidder and all subcontractors will be subject to the requirements of Subchapter 4.5 of Chapter 8 of Title 8 of the California Code of Regulations. The successful bidder and all subcontractors will be required to furnish electronic certified payroll records to the DIR on the frequency specified in the Notice Calling for Bids using the DIR's eCPR system. Failure to timely submit certified payroll records may result in debarment from public works projects by the Labor Commissioner for a period of one to three years. Contractor shall comply with all requirements of the Labor Code and attendant regulations pertaining to prevailing wage monitoring and compliance as indicated in the Contract Documents, and/or as required by the DIR, including, but not limited to, posting job site notices prescribed by Title 8 CCR § 16451(d). Contractor shall permit District, the DIR or their designee to interview Contractor's

employees concerning compliance with prevailing wage, apprenticeship, and related matters, whether or not during work hours, and shall require each subcontractor to provide District, the DIR or their designee with such access to its employees.

23. Apprentices. If applicable, Contractor shall comply with the requirements of Labor Code Section 1777.5 dealing with the employment of apprentices.

24. Hours. Pursuant to the provisions of Article 3, commencing at Section 1810 of the Labor Code, Contractor shall pay the required rate of overtime for all hours worked in excess of eight hours per day and 40 hours per week.

25. Laws and Regulations. Contractor shall give all notices and comply with all laws, ordinances, rules, and regulations relating to the work required by this Contract.

26. Permits/Licenses. All necessary permits and licenses shall be secured and paid for by Contractor. The Contractor shall be a licensed contractor pursuant to the Business and Professions Code and shall be licensed in the appropriate classification required for the performance of this work, as determined by state and local government ordinance. This contract shall commence on the date specified in this purchase order, with work to be completed within the time allotted herein.

27. Utilities. Unless otherwise agreed by the parties in writing, all utilities including but not limited to electricity, water, gas, and telephone used on the Project shall be furnished and paid for by Contractor.

28. Provisions Required by Law Deemed Inserted. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted and this Agreement shall be read and enforced as though it were included. If through mistake or otherwise, any provision is not inserted or is not correctly inserted, upon application of either party the Agreement shall be amended to make the insertion or correction. All references to statutes and regulations shall include all amendments, replacements, and enactments on the subject which are in effect as of the date of this Agreement, and any later changes which do not materially and substantially alter the positions of the parties.

29. Contractor's License and DIR Registration . In order to perform the work required by this Agreement, Contractor must possess a valid, active license in the classification specified in the Notice to Contractors Calling for Bids issued by the State of California, which shall remain valid and active throughout the Project. In addition, Contractor must be registered with DIR as a public works contractor. Contractor registration is accomplished through the portal <http://www.dir.ca.gov/Public-Works/PublicWorks.html>.

30. Non-Collusion Affidavit. The party making the foregoing proposal certifies that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the Contractor has not directly or indirectly induced or solicited any other bidder to put false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the Contractor has not in any manner, directly or indirectly, sought by agreement communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any

overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

31. Trenching or Other Excavations. If the Project involves digging trenches or other excavations that extend deeper than four feet, the following provisions shall be a part of this Contract:

- A. Contractor shall promptly, and before the following conditions are disturbed, provide written notice to District if Contractor finds any of the following conditions:
 - (1) Material that Contractor believes may be a hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with the provisions of existing law.
 - (2) Subsurface or latent physical conditions at the site which are different from those indicated or expected.
 - (3) Unknown physical conditions at the site of any unusual nature or which are materially different from those ordinarily encountered and generally recognized as inherent in work which Contractor generally performs.
- B. In the event that Contractor notifies District that Contractor has found any of the conditions specified in subparagraphs (a), (b) or (c) above, District shall promptly investigate the condition(s). If District finds that the conditions are materially different or that a hazardous waste is present at the site which will affect Contractor's cost of, or the time required for, performance of the Agreement, District shall issue a change order in accordance with the procedures set forth in this Agreement.
- C. In the event that a dispute arises between District and Contractor regarding any of the matters specified in Paragraph (2) above, Contractor shall proceed with all work to be performed under the Agreement and Contractor shall not be excused from completing the Project as provided in the Agreement. In performing the work pursuant to this Paragraph, Contractor retains all rights provided by law which pertain to the resolution of disputes and protests between the contracting parties.

32. Claims.

- A. Public works claims of \$375,000 or less between Contractor and District are subject to the provisions of Article 1.5 (commencing with Section 20104) of Chapter 1 of

Part 2 of the Public Contract Code. For purposes of this Paragraph and Article 1.5, "public work" means "public works contract" as defined in Public Contract Code section 1101; "claims" means a separate demand by Contractor for a time extension or payment of money or damages arising from work done by or on behalf of Contractor pursuant to the Agreement, and payment of which is not otherwise expressly provided for or the claimant is not otherwise entitled to, or the amount of the payment which is disputed by District.

- B. Each claim must be submitted in writing five days after the damage was sustained or after the event or action giving rise to the claim and shall include all documents necessary to substantiate the claim. District shall respond in writing within 45 days of receipt of the claim if the claim is less than or equal to \$50,000 ("50,000 claim") or within 60 days if the claim is over \$50,000 but less than or equal to \$375,000 ("50,000-\$375,000 claim"). In either case, District may request in writing within 30 days of receipt of the claim any additional documentation supporting the claim or relating to any defenses to the claim which District may have against Contractor. Any additional information shall be requested and provided upon mutual agreement of District and Contractor.
- C. District's written response to the claim shall be submitted to Contractor within 15 days after receipt of the further documentation for \$50,000 claims or within 30 days after receipt of the further documentation for \$50,000-\$375,000 claims or within a period of time no greater than that taken by Contractor in producing the additional information, whichever is greater.
- D. Within 15 days of receipt of District's response, if Contractor disputes District's written response, or within 15 days of District's failure to respond within the time prescribed, Contractor shall provide written notification to District demanding an informal conference to meet and confer ("Conference") to be scheduled by District within 30 days. Following the Conference, if any claim or portion remains in dispute, Contractor may file a claim as provided in Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code. For purposes of those provisions, the period of time within which a claim must be filed is tolled from the time Contractor submits the written claim pursuant to this section until the time that claim is denied as a result of the conference process, including any period of time utilized by the meet and confer process.
- E. Pursuant to Public Contract Code Section 20104.2(f), this paragraph does not apply to tort claims and does not change the period for filing tort claims or actions specified by Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code.
- F. If a civil action is filed, within 60 days but no earlier than 30 days following the filing of responsive pleadings, the court shall submit the matter to nonbinding mediation unless waived by mutual stipulation of both parties. The mediation

process shall provide that the parties select a disinterested third person mediator within 15 days; that mediation shall be commenced within 30 days of the submittal, and shall be concluded within 15 days of the commencement of the mediation unless time is extended upon a good cause showing to the court or by stipulation of the parties. If the parties fail to select a mediator within the 15-day period, any party may petition the court to appoint a mediator.

- G. If the matter remains in dispute, the case shall be submitted to judicial arbitration as set forth in Public Contract Code Section 20104.4 (b)(1) through (b)(3).
- H. In the event of a claim for an amount in excess of \$375,000, the parties shall follow the procedures applicable to claims over \$50,000 and less than or equal to \$375,000, and:
 - (1) All such actions as are required by these procedures are to be completed prior to any resort to judicial action.
 - (2) In the event of disputes not resolved by the parties, the parties agree to appoint a mediator mutually acceptable to both parties to resolve all disputes.
 - (3) In the event the parties are unable to agree on a mediator, the mediator is to be selected by application to the Superior Court of the county in which District is located for selection of the mediator from a list of names provided by the parties, each party submitting no more than three names.
 - (4) The selected mediator shall set a mediation as soon as possible. In the event the dispute is not resolved by mediation, the parties may then resort to the judicial process.
- I. In the event a dispute arises between the parties during the course of the Project, the parties shall attempt to resolve the dispute using the procedures set forth in this section. Pending resolution of the dispute, Contractor shall diligently continue to work on the Project to completion. Contractor agrees it will neither rescind the Agreement nor stop progress of the work, and Contractor's sole remedy shall be the procedures set forth in this section.

33. Entire Agreement. The Agreement, including the Contract Documents incorporated by reference, constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the public works construction project which is the subject of the Agreement, and supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement.

Executed at _____, _____ County, California.

DATED: _____

District

*By: _____

Title: _____

Address: _____

DATED: 01.12.2016


Contractor

By: Leanne Ortega , Office Manager

Title: Attorney-in-Fact for Jon W Peterson, Owner

Address: 4728 Kenneth Ave.

Fair Oaks, CA 95628-6244

302078

Contractor's License No.

1000003531

Contractor's DIR Registration No.

***Important Notice:** California law provides that "A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5." Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register. This project is subject to monitoring by the Department of Industrial Relations.

WORKERS COMPENSATION CERTIFICATE

(AS REQUIRED BY SECTION 1861 OF THE CALIFORNIA LABOR CODE)

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

Contractor: Peterson Developments



By: Leanne Ortega

Title: Office Manager

EXHIBIT "A"

BID FORM

For: Peterson Developments
Contractor

Bids will be received until January 8, 2016, at 10:00 AM.

TO THE HONORABLE:

Governing Board of the Rocklin Unified School District, Placer County, California, hereinafter referred to as School District or Owner.

LADIES/GENTLEMEN:

1. The undersigned hereby proposes and agrees to furnish any and all required labor, material, equipment, transportation and services for construction of Rocklin Unified School District - District Office Tenant Improvements for the Rocklin Unified School District in strict conformity with the Drawings, Project Manual, and other documents on file at the office of the Architect, Rainforth • Grau • Architects, 2407 J Street, Suite 202, Sacramento, CA 95816, for the following sum(s):

BASE BID:

One hundred five thousand _____ DOLLARS
\$105,000 _____

2. CONTRACT PERFORMANCE PERIOD: As described in Section 01010 - Summary of Work.
3. The undersigned, upon written notice of the acceptance of the bid within ninety (90) calendar days after the date of opening of the bids, hereby agrees to sign said Contract and furnish the necessary bonds within 5 days minimum days after Notice of Award of said Contract.
4. The undersigned has examined the location of the proposed work and is familiar with the Drawings, Project Manual, and other Contract Documents and the local conditions at the place where the work is to be done.
5. The undersigned has checked carefully all of the above figures and understands that the Governing Board of the School District will not be responsible for any errors or omissions on the part of the undersigned in making up this bid.
6. The undersigned acknowledges that the Governing Board of the School District reserves the right to reject any and all bids and/or waive any irregularities or informalities in the bidding.
7. Enclosed find Bidders' Bond for 10% of the bid, or Cashier's Check No. _____ of the _____ Bank for \$ _____
8. Receipt is acknowledged of Addenda as follows:

No. 1 gwp No. 2 _____ No. 3 _____ No. 4 _____

BID FORM

9. The undersigned has submitted with this Bid Form the properly executed List of Subcontractors and Non-Collusion Affidavit.

Contractor Peterson Developments
Signature [Signature]
Address 4728 Kenneth Ave.
Fair Oaks, CA 95628
Contractor's State License Board No. 302078
Classification A, B, C-10
Expiration Date 2/28/2017

Dated this 8th day of January 2016.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Contract for School Phone System Replacement at Antelope Creek Elementary School

DEPARTMENT: Office of the Senior Director, Facilities, Maintenance & Operations

Background:

The District went out to bid for the school phone system replacement project at Antelope Creek Elementary School. The existing phone system stopped working in the Kindergarten wing and the campus voice mail stopped working as well. This caused an emergency situation to have Team One mobilize over the holiday break to complete this new phone system installation. The replacement of this phone system is part of District wide phone replacement project. This school phone system replacement work was completed the week of December 21, 2015.

Status:

A contract agreement with Team One Networking has been prepared and is presented to the Board for ratification.

Presenter:

Craig Rouse, Senior Director Facilities, Maintenance & Operations

Financial Impact:

Current year: \$13,366.40
Future years: N/A
Funding source: Fund 14

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:

Contractor Agreement included.

Recommendation:

Staff recommends approval and ratification of the contract for the school phone system replacement project at Antelope Creek Elementary School in the amount of \$13,366.40 with Team One Networking.

**ROCKLIN UNIFIED SCHOOL DISTRICT
CONTRACTOR AGREEMENT
(Projects under \$15,000)**

This Agreement is entered into by and between the Rocklin Unified School District, ("District"), and **Team One Networking**, ("Contractor"), identified under social security number/federal identification number 94-3314794, with its principal place of business/office(s) located at 7621 Galilee Road, Roseville, CA 95678.

1. TERM OF AGREEMENT / DATE(S) of SERVICE(S): December 21, 2015 to January 25, 2016.

2. SERVICES TO BE PERFORMED: In consideration of the payment outlined in Paragraph 3 below, during the Term of Agreement / Date(s) of Service(s), Contractor agrees to perform services and, if applicable, provide materials and /or equipment to the District (hereinafter "Services"), as described below: **Antelope Creek Elementary School Phone System Replacement Project as more fully described in the attached Exhibit "A".**

It is understood and agreed that in the event any additional tasks and/or services are required from Contractor, prior to rendering any such tasks, the tasks shall be set forth in a writing duly signed by the parties, indicating the specific work to be accomplished, the approximate period of time over which performance will be completed, and the additional compensation, if any, to be paid for such additional tasks.

3. COMPENSATION: In consideration of the Services fully rendered to District as described above, District agrees to pay Contractor a total fee of **\$13,366.40**. The District will make reasonable good faith efforts to pay all compensation due to Contractor within thirty (30) days of completion of Contractor's Services hereunder and the District's receipt of a properly completed invoice from Contractor for services rendered. Contractor further agrees that the District will not have any liability whatsoever as to any work or expense not specifically documented herein and properly invoiced by Contractor to District within sixty (60) days of completion of Services.

Other Consideration/Notes: _____

4. REPRESENTATIONS AND WARRANTIES: Contractor represents and warrants that Contractor is fully admitted to transact business in the State of California. Contractor possesses the skill, knowledge, expertise, and, as applicable, holds current license(s), certification(s) and/or educational credentials, as required under the laws of the State of California and/or in accordance with District policies and regulations, to fully perform the services hereunder. Contractor represents that he/she/it has read and understands the terms and conditions of this Agreement.

5. NON-EMPLOYEE / INDEPENDENT CONTRACTOR STATUS: During the Term of this Agreement and/or Date(s) of Service(s), Contractor's Services for the District shall be rendered as an Independent Contractor. This Agreement is not intended, nor shall it be construed so as, to create the relationship of agent, employee, partnership, joint venture or association, or representative of the other for any purpose, or to imply any other relationship whatsoever between Contractor and District, except as set forth herein. Neither party is granted any expressed or implied right or authority by the other party to assume or create any obligation or responsibility on behalf of

or in the name of the other party, or to bind the other party in any manner or thing whatsoever. Contractor shall be solely responsible for paying all salaries, wages, benefits and other compensation which the Contractor's employees or consultants, if any, may be entitled to receive in connection with Contractor's Services hereunder, including, without limitation, withholding and paying all applicable payroll taxes and contributions, including federal, state and local income taxes, FICA, FUTA, and state unemployment, workers' compensation and disability insurance. Nothing contained hereunder will confer upon the Contractor any right to continue to render Services to the District, or to become employed by the District. The District and Contractor acknowledge that Contractor's Services hereunder are non-exclusive and Contractor is free to accept other work.

6. **SITE EXAMINATION:** Contractor must examine the site and certify all measurements, specifications and conditions affecting the work to be performed at the site. By submitting their quote a contractor warrants that they have made such site examination as they deem necessary as to the condition of the site, its accessibility for materials, workmen and utilities and ability to protect existing surface and subsurface improvements. No claim for allowance of time or money will be allowed as to such matters or for any other undiscovered conditions on the site.

7. **EQUIPMENT AND LABOR:** Unless expressly indicated elsewhere in this agreement, the contractor shall furnish all tools, equipment, apparatus, facilities, transportation, labor, and material necessary to furnish the services herein described, the services to be performed at such times and places as directed by and subject to the approval of the authorized district representative indicated in the work specifications.

8. **SUBCONTRACTORS:** Contractor agrees to bind every subcontractor by terms of the contract as far as such terms are applicable to subcontractor's work. If Contractor shall subcontract any part of this contract, Contractor shall be fully responsible to the District for acts and omissions of his subcontractor and of persons either directly or indirectly employed by himself. Nothing contained in the contract documents shall create any contractual relations between any subcontractor and the District.

9. **SAFETY AND SECURITY:** It shall be the responsibility of the Contractor to ascertain from the District the rules and regulations pertaining to safety, security and driving on school grounds, particularly when children are present.

10. **DEFAULT BY CONTRACTOR:** When Contractor, or any subcontractor, or vendor shall fail to deliver any article or service or shall deliver any article or service which does not conform to the work specifications, the District may, upon five (5) business days' prior written notice describing the default, at its option, annul and set aside the contract entered into with said Contractor, Subcontractor or vendor either in whole or in part, and make and enter into a new contract in such manner as seems to the Governing Board to be to the best advantage of the District. Any failure for furnishing such articles or services by reason of the failure of the Contractor, subcontractor or vendor, as above stated, shall be a liability against the Contractor and his sureties. The Governing Board reserves the right to cancel any articles or services which the Contractor may be unable to furnish because of economic conditions, governmental regulations or other similar causes beyond the control of the Contractor provided satisfactory proof is furnished to the District, if requested.

11. **WORKERS:** Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ any unfit person or anyone not skilled in work assigned to him. Any person in the employ of the Contractor whom the District may deem incompetent or unfit shall be dismissed from the job site and shall not again be employed at site without written consent from the District.

12. **SUBSTITUTIONS:** No substitutions of materials from those specified in the Work Specifications shall be made without the prior written consent of the District.

13. **CONTRACTOR SUPERVISION:** Contractor shall provide competent supervision of personnel employed on the job site, use of equipment, and quality of workmanship.

14. **CLEAN UP:** Debris shall be removed from the premises. Job site shall be in order at all times when work is not actually being performed and shall be maintained in a reasonably clean condition.

15. **ACCESS TO WORK:** District representatives shall at all times have access to work wherever it is in preparation or progress. Contractor shall provide safe and proper facilities for such access.

16. **PROTECTION OF WORK AND PROPERTY:** The Contractor shall erect and properly maintain at all times as required by conditions and progress of work, all necessary safeguards, signs, barriers, lights, and watchmen for protection of workmen and the public, and shall post danger signs warning against hazards created by such features in the course of construction.

17. **OCCUPANCY:** District reserves the right to occupy buildings at any time before formal contract completion and such occupancy shall not constitute final acceptance or approval of any part of the work covered by this contract, nor shall such occupancy extend the date specified for substantial completion of the work.

18. **FORCE MAJEURE CLAUSE:** The parties to the Contract shall be excused from performance thereunder during the time and to the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the non-performance is not due to the fault of the party not performing.

19. **LABOR CODE:** This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. The Contractor shall comply with all requirements of the Labor Code and all applicable rules and regulations issued by the Department of Industrial relations. No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)]. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

Pursuant to the provisions of article 2 (commencing at section 1770), chapter 1, part 7, division 2 of the Labor Code of California, the Director of Industrial Relations has ascertained the general

prevailing rate of per diem wages in the locality in which this public work is to be performed for each craft, classification or type of worker needed to execute the contract. Copies of said determinations are on file at District's principal office and available to any interested party on request. Refer to Web site (www.dir.ca.gov).

20. **INDEMNIFICATION:** Contractor agrees to indemnify, defend, and hold harmless, the District (and its officers, employees, trustees, agents, successors and assigns) from and against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including, but not limited to, personal injury, death at any time, and property damage), arising out of or made necessary by Contractor's performance of this Agreement, breach of its terms, negligent acts or omissions, including as may arise resulting from Contractor's failure to make payments to Contractor's employees or consultants, if any, and/or self-employment taxes. In no event will the District's liability hereunder exceed a total of \$2,000,000.00.

21. **INSURANCE REQUIREMENTS:** Unless otherwise specifically agreed to in writing in advance of execution of this Agreement, Contractor agrees to obtain, pay for and maintain in effect during the Term of this Agreement and/or Date(s) of Service(s), the following policies of insurance issued by an insurance company rated not less than "A-VI" in A.M. Best's Insurance Rating Guide:

- (i) Commercial General Liability insurance (including contractual, products and completed operations coverage, bodily injury and property damage liability insurance) with single combined limits of not less than \$1,000,000 per occurrence;
- (ii) Commercial Automobile Liability insurance for "any auto" with combined single limits of liability of not less than \$1,000,000 per occurrence;
- (iii) Professional Liability insurance (also known as "Errors and Omissions" insurance) with a limit of liability of not less than \$1,000,000 per occurrence; and
- (iv) Worker's Compensation and State Disability insurance as required under law.

Each policy shall contain an endorsement naming the Rocklin Unified School District as an additional named insured insofar as this Agreement is concerned, and provide that written notice shall be given to the District at least thirty (30) days prior to cancellation or material change in the form of the policy or reduction in coverage. Prior to rendering Services hereunder, and at Contractor's expense, Contractor shall furnish the District with a Certificate of Insurance evidencing the endorsements required above, and the District shall have the right to inspect the Contractor's original insurance policies upon request. Upon notification of a notice of cancellation, change or reduction in coverage, Contractor shall immediately file with the District a certified copy of the required new or renewal policy and certificates for such policy. Nothing herein concerning minimum insurance requirements shall reduce the Consultant's liabilities or obligations under the indemnification provisions of this Agreement.

22. **PROPRIETARY RIGHTS / OWNERSHIP / CONFIDENTIALITY:** Contractor acknowledges:

- a. District may disclose to Contractor certain confidential information relating to, without limitation, the District's past, present, and future research, marketing, development, and/or business activities ("Confidential Information"). Except as required by the duties under this Agreement, Contractor agrees that, until such time as the Confidential Information enters the public domain through no fault of Contractor, Contractor will never, directly or indirectly, use, disseminate, disclose, lecture upon, or publish articles concerning any of the Confidential Information disclosed to Contractor by or on behalf of District without the prior written consent of District. Such confidentiality shall survive the termination of this Agreement and will only be relieved by written consent of District.
- b. All work accomplished pursuant to this Agreement will be the sole and exclusive property of District; and in addition to the obligations imposed above, Contractor will deliver all such work to District prior to expiration or termination of this Agreement and/or Contractor's performance hereunder.
- c. Upon expiration or termination of the Agreement and/or Contractor's performance hereunder, Contractor agrees to return to District all copies of Confidential Information, all drawings, documents, records, notebooks, disks, tapes, data residing or recorded in electronic media, and all other representations of confidential information, whether prepared by District, Contractor or others.
- d. Contractor agrees that all copyrightable material, inventions, improvements, developments and discoveries conceived, made, discovered or reduced to practice by Contractor solely, or in collaboration with others, during the period of this Agreement (i) relating in any manner to the business, research or development of District that Contractor may be directed to undertake, or (ii) which Contractor may become associated within work or in performing the services hereunder, or (iii) which are developed by Contractor using any supplies, facilities or Confidential Information of District are the sole property of District, and Contractor further agrees to grant to District any and all right, title and interest, of any kind or of all such copyrightable material, inventions, improvements, developments, and discoveries.

23. **GOVERNING LAW:** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of California, without regard to its conflict of laws rules, and in accordance to District's policies and regulations, including, but not limited to, Board Policy 3320. Venue shall be in Placer County.

24. **TIME OF THE ESSENCE:** Time is of the essence in the performance of and compliance with each of the provisions and conditions of this contract.

25. **TERMINATION / NOTICES:** This Agreement may be terminated by either party with or without cause and for any or no reason upon (30) days' written notice to the other party addressed as follows:

If to Contractor, notice will be addressed to:
Name: Team One Networking
Address: 7621 Galilee Road
City/State/Zip: Roseville, CA 95678

If to District, notice will be addressed to:
Rocklin Unified School District
c/o: _____
2615 Sierra Meadows Drive
Rocklin, CA 95677

or to such other address as may be designated by the parties from time to time. Any written notice sent by registered U.S. mail and addressed in accordance herewith will be deemed to have been made and delivered seven (7) days following deposit into the U.S. mail. Contractor's obligations hereunder shall survive the termination of this Agreement.

26. **SEVERABILITY:** If any section, condition, provision, or covenant of this Agreement is held to be invalid or unenforceable, either in itself or as to any particular party, the remainder of this Agreement will continue to be in force unless it would be inequitable and inconsistent with the purpose of the Agreement to continue to do so.

27. **ASSIGNMENT:** Neither party may assign any rights, or transfer any obligations, under this Agreement, without the prior written agreement of the parties.

28. **ASBESTOS HAZARD EMERGENCY RESPONSE ACTION (AHERA):** All contract work that is performed for the District by outside contractors or workers must meet all of the regulations that have been set forth in the AHERA rule. This means that all work which could disturb the integrity of any Asbestos Containing Building Material (A.C.B.M.) needs to be approved by the District. This refers to the sawing, grinding, cutting, or drilling of any A.C.B.M. in occupied areas of District buildings.

29. **NO SMOKING POLICY:** All District sites are designated as non-smoking.

30. **FINGERPRINTING:** Unless waived by express action of the District, the Contractor and all of its agents and employees on the project work site must comply with the fingerprinting requirements of Education Code Sec. 45125.1. This section is an integral part of the service agreement and completion is required before the commencement of the contract.

31. **RATIFICATION:** This Agreement is subject to discretionary approval by the Board of Education of the District. This Agreement shall not be effective against the District until such time that Board of Education ratifies this Agreement.

32. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement of the parties and supersedes all prior or contemporaneous agreements, oral or written, with respect to the subject matter hereof. This Agreement may not be amended, modified, revised or supplemented in any way, except in a writing signed by Contractor and District.

[signatures on next page]

AGREED TO AND ACCEPTED:

Contractor:

Team One Networking

By: Bob Inpyn
Official Authorized Signature

Robert Inpyn

Printed Name

Its: CEO
Title

12/17/2015

Date

License Number:



District:

Rocklin Unified School District

By: Barbara L. Patterson
Official Authorized Signature

BARBARA L. PATTERSON

Printed Name

Its: DEPUTY SUPERINTENDENT
Title

12/18/15
Date

Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, CA 95826. (Business and Professions Code section 7030.)

WORKERS COMPENSATION CERTIFICATE

(AS REQUIRED BY SECTION 1861 OF THE CALIFORNIA LABOR CODE)

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

CONTRACTOR: _____

By: _____

Title: _____

**CERTIFICATION BY CONTRACTOR
CRIMINAL RECORDS CHECK
AB 1610, 1612 and 2102**

To the Governing Board of Rocklin Unified School District:

I, _____ (Name of Contractor) certify that:

1. I have carefully read and understand the Notice to Contractors Regarding Criminal Record Checks (Education Code Section 45125.1) required by the passage of AB 1610, 1612 and 2102.
2. Due to the nature of the work I will be performing for the District, my employees may have contact with students of the District.
3. None of the employees who will be performing the work have been convicted of a violent or serious felony as defined in the Notice and in Penal Code Sections 1192.7 and 667.5 and this determination was made by a fingerprint check through the Department of Justice.
4. As further required by Education Code Section 45125.1 attached to this certification is a list of the names of the employees of the undersigned who may come in contact with pupils.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at _____, California on _____
Date

(Signature)

(Typed or printed name)

(Title)

(Address)

(Telephone)

LIST OF EMPLOYEES THAT MAY COME IN CONTACT WITH PUPILS
(all are fingerprinted per Education Code Section 45125.1)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

**VERIFICATION OF CONTRACTOR
AND SUBCONTRACTORS' DIR REGISTRATION**

I am the _____ of _____ ("Bidder") submitting the
(Title/Position) (Bidder Name)
accompanying Bid Proposal for the Work described as _____.

1. The Bidder is currently registered as a contractor with the Department of Industrial Relations ("DIR").

2. The Bidder's DIR Registration Number is: _____. The expiration date of the Bidder's DIR Registration is June 30, 20__.

3. If the Bidder is awarded the Contract for the Work and the expiration date of the Bidder's DIR Registration will occur: (i) prior to expiration of the Contract Time for the Work; or (ii) prior to the Bidder completing all obligations under the Contract for the Work, the Bidder will take all measures necessary to renew the Bidder's DIR Registration so that there is no lapse in the Bidder's DIR Registration while performing Work under the Contract.

4. The Bidder, if awarded the Contract for the Work will remain a DIR registered contractor for the entire duration of the Work.

5. The Bidder has independently verified that each Subcontractor identified in the Subcontractors list submitted with the Bid Proposal of the Bidder is currently a DIR registered contractor.

6. The Bidder has provided the DIR Registration Number for each subcontractor identified In the Bidder's Subcontractors' list or within twenty-four (24) hours of the opening of Bid Proposals for the Work, the Bidder will provide the District with the DIR Registration Number for each subcontractor identified in the Bidder's Subcontractors List.

7. The Bidder's solicitation of subcontractor bids included notice to prospective subcontractors that: (i) all sub-tier subcontractors must be DIR registered contractors at all times during performance of the Work; and (ii) prospective subcontractors may only solicit sub-bids from and contract with lower-tier subcontractors who are DIR registered contractors.

8. If any of the statements herein are false or omit material facts rendering a statement to be false or misleading, the Bidder's Bid Proposal is subject to rejection for non-responsiveness.

9. I have personal first hand-knowledge of all of the foregoing.

I declare under penalty of perjury under California law that the foregoing is true and correct.

Executed this _____ day of _____, 20____ at _____.
(City and State)

(Signature)

(Name, typed or printed)

**CERTIFICATION OF CERTIFIED PAYROLL SUBMITTAL
TO LABOR COMMISSIONER**

I am the _____ for _____ in connection with
(Superintendent/Project Manager) (Contractor)
_____. This Certification is submitted to Rocklin Unified School District.
(Project Name)

concurrently with the Contractor's submittal of an Application for Progress Payment to the District, identified as Application For Progress Payment No. _____ ("the Pay Application").

1. The Pay Application requests the District's disbursement of a Progress Payment covering Work performed for the period between _____ 20__ and 20__.
2. The Contractor has submitted Certified Payroll Records ("CPR") to the Labor Commissioner for all employees of the Contractor engaged in performance of Work subject to prevailing wage rate requirements for the period of time covered by the Pay Application. Copies of all CPRs submitted by the Contractor to the Labor Commissioner relating to the Pay Application are attached hereto.
3. All Subcontractors who are entitled to any portion of payment to be disbursed pursuant to the Pay Application have submitted their CPRs to the Labor Commissioner for all of their employees performing Work subject to prevailing wage rate requirements for the period of time covered by the Pay Application. Copies of all CPRs submitted by Subcontractors to the Labor Commissioner relating to the Pay Application are attached hereto.
4. I have reviewed the Contractor's CPRs submitted to the Labor Commissioner; the CPRs submitted to the Labor Commissioner by the Contractor are complete and accurate for the period of time covered by the Pay Application.
5. I have reviewed the Subcontractors' CPRs submitted to the Labor Commissioner; the CPRs submitted to the Labor Commissioner by the Subcontractors are complete and accurate for the period of time covered by the Pay Application.
6. The copies of the Contractor's CPRs and the Subcontractors' CPRs attached hereto are true and correct copies of the CPRs submitted to the Labor Commissioner for the period of time covered by the Pay Application.

I declare under penalty of perjury under California law that the foregoing is true and correct. I executed this Certification on this _____ day of _____, 20__ at _____
(City and State)

By: _____

(Typed or Printed Name)

Antelope Creek Elementary School
6185 Springview Drive, Rocklin, CA 95677

Request for Quotation

Date: _____
 School Contact / Title – Requesting Quote: _____
 Contact E-Mail: _____ Contact Phone: Dept.: _____
 Project Name: _____ Project Address/Location: _____
 Quote Due Date: _____ Quote is good for: (circle one) 30 days 60 days 90 days 120 days

Pursuant to Labor Code § 1720 et. seq. this work is considered a "Public Work" and is subject to the payment of prevailing wages if the total project cost is over \$1,000. -Proof of a valid Contractor/Specialty license, DIR Registration, worker's compensation and liability insurance is required before work starts.

If selected, you will be required to enter certified payroll reports (electronically) into the Department of Industrial Relations (DIR) eCPR website located at: <https://apps.dir.ca.gov/lecpriDASIAitLogin>

Quantity	Description/Scope of Work to Be Performed	Unit Price	Extended Price
Attach additional sheets if necessary		Grand Total	

Estimated Time to Complete Project: _____ Drawing Attached: Yes No
 Will Sub-Contractor be utilized: Yes No (if yes – the same information as listed below must be submitted; Use page 3, as necessary)

Please type or print legibly

Company Name: _____

Company Address: _____

Contractor's Lic. No.: _____ DIR Registration No.: _____ Tax ID: _____

Contact Name: _____ Phone No.: _____ E-mail: _____

EXHIBIT "A"

Team One Networking
PWC Registration #
100007849

Team One Networking
7621 Galilee Road
Roseville, CA 95678

Quotation

Date
Dec 16, 2015

Phone: (916) 782-8326
Fax: (916) 782-7003

Antelope Elementary School

Quote Number
20039

Sold To:
Craig Rouse
Rocklin Unified School District
(916) 630-2246
Rocklin, CA

Ship To:
Team One Networking
7621 Galilee Road
Roseville, CA 95678
(916) 782-8326

Contact Name	Contact Email	Contact Phone	
Craig Rouse	crouse@rocklin.k12.ca.us	(916) 630-2246	Upgrade ABX

Reference	Customer No.	Salesperson	Ship Via	Customer Shipping Acct No	Terms	Federal Tax ID
ABX Phone System	TBA	B. Inpyn	Ground	optional	See Below	Rev ONE

Qty. Ord.	Item Number	Description	List Price	Discounted Price	Extended Price
1	ABX 100	Articulent Voice ABX 100, SSD-80GB, 1-1000 Phones SIP Ready	1,250.00	1,125.00	1,125.00
9	SIP-T46G	Yealink SIP Phone SIX Line HR TFT Color No Power Supply	269.00	202.00	1,818.00
39	SIP-T41P	Yealink SIP Phone Three Line Backlit LCD No Power Supply	139.00	109.00	4,251.00
4	Sip-Exp Mod LCD	Yealink Expansion Module, LCD T41/T46	105.00	90.00	360.00
5	BT40	BT40 - Yealink -Bluetooth USB Dongle for SIP-T46G Phone	38.00	29.00	145.00
3	Wall Mount SIP T41	Wall Mount Bracket for SIP-T41 and T-42 Phones	6.00	5.40	17.00
1	VEGA-050-0402KIT	VS0114: Vega50 4 FXS + 2 FXO	425.00	383.00	383.00
1	SVCM-TON-S9X5	9X5 Standard Technical Supp/Maint Spares/BU/Hdwr-no phones	820.00	820.00	820.00
3	SVCM-TON Fab	Fabrication Labor on Equipment	250.00	250.00	750.00
5	SVCM-TON Config	ABX Configurations and Testing of Springview VoIP system.	250.00	250.00	1,250.00
3	SVCM-TON Training	User training on Site (10 people per class - 7 classes)	125.00	125.00	375.00
1	SVCM - Tie to District	Revise all dial plans and routing to allow 4 digit dialing at RUSD	1,000.00	1,000.00	1,000.00

Comments:

Team One Networking is supplying a VoIP solution that will enhance operations and improve customer service. Our Annual maintenance program will support all the items on this quote for ONE year except headsets. In addition, Team One networking will support your system with our backup cloud services and remote login services as needed while under warranty.

Terms: 40% with Order/ 40% after install and operation, training/ 20% net 30 days.
It is the plan of the District to install this new ABX in the month of June 2015.

Sub Total	\$12,294.00
Freight	\$410.00
Tax 7.50%	\$662.40
Total	\$13,366.40

Team One Networking
CONFIDENTIAL

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Quarterly Report on Williams Uniform Complaints

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

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

Status:

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

Presenter(s):

Kathleen Pon, Deputy Superintendent, Educational Services

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:

Copy of Quarterly Report on Williams Uniform Complaints.

Recommendation:

Staff recommends approval of the Quarterly Report on Williams Uniform Complaints, for the quarter ending December 31, 2015.



PLACER COUNTY OFFICE OF EDUCATION
Gayle Garbolino-Mojica, County Superintendent of Schools
360 Nevada Street
Auburn, CA 95603

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

District: Rocklin Unified School District

Person completing this form: Leta Momet

Title: Administrative Assistant

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

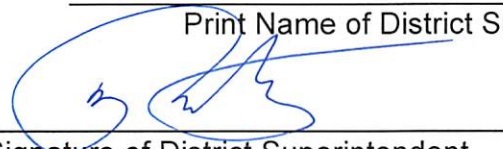
Date quarterly report was or will be reported publicly at a regularly scheduled board meeting: 1/20/16

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

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

Roger Stock

Print Name of District Superintendent



Signature of District Superintendent

1-11-16

Date

Please submit to: Suzie Arcuri, Executive Assistant to the County Superintendent of Schools
Placer County Office of Education
360 Nevada Street, Auburn, CA 95603
(530) 889-5941 / Fax: (530) 886-5841

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Electrical Main Feeder Repair/Replacement Project at Rock Creek Elementary School

DEPARTMENT: Office of the Senior Director, Facilities, Maintenance & Operations

Background:

The District went out to bid for the electrical main feed repair/replacement project at Rock Creek Elementary School. Power was lost to half of the campus causing an emergency repair/replacement to the electrical main feeder to the campus. Alessandro Electric was able to mobilize the start of the week of December 21, 2015 to get this repair/replacement project completed before the end of the holiday break.

Status:

A contract agreement with Alessandro Electric, Inc. has been prepared and is presented to the Board for ratification.

Presenter:

Craig Rouse, Senior Director Facilities, Maintenance & Operations

Financial Impact:

Current year: \$14,948.00
Future years: N/A
Funding source: Fund 14

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:

Contractor Agreement included.

Recommendation:

Staff recommends approval and ratification of the contract for the electrical main feeder repair/replacement project at Rock Creek Elementary School in the amount of \$14,948.00 with Alessandro Electric, Inc.

**ROCKLIN UNIFIED SCHOOL DISTRICT
CONTRACTOR AGREEMENT
(Projects under \$15,000)**

This Agreement is entered into by and between the Rocklin Unified School District, ("District"), and Alessandro Electric Inc., ("Contractor"), identified under social security number/federal identification number 20-3974498, with its principal place of business/office(s) located at 4009 Vista Park Ct., Sacramento, CA 95834.

1. **TERM OF AGREEMENT / DATE(S) of SERVICE(S):** December 22, 2015 through January 4, 2016.

2. **SERVICES TO BE PERFORMED:** In consideration of the payment outlined in Paragraph 3 below, during the Term of Agreement / Date(s) of Service(s), Contractor agrees to perform services and, if applicable, provide materials and /or equipment to the District (hereinafter "Services"), as described below:

Rock Creek Elementary School Electrical Main Feed Repair/Replacement Project as more described in the attached Exhibit "A".

It is understood and agreed that in the event any additional tasks and/or services are required from Contractor, prior to rendering any such tasks, the tasks shall be set forth in a writing duly signed by the parties, indicating the specific work to be accomplished, the approximate period of time over which performance will be completed, and the additional compensation, if any, to be paid for such additional tasks.

3. **COMPENSATION:** In consideration of the Services fully rendered to District as described above, District agrees to pay Contractor a total fee of \$14,948.00. The District will make reasonable good faith efforts to pay all compensation due to Contractor within thirty (30) days of completion of Contractor's Services hereunder and the District's receipt of a properly completed invoice from Contractor for services rendered. Contractor further agrees that the District will not have any liability whatsoever as to any work or expense not specifically documented herein and properly invoiced by Contractor to District within sixty (60) days of completion of Services.

Other Consideration/Notes: _____

4. **REPRESENTATIONS AND WARRANTIES:** Contractor represents and warrants that Contractor is fully admitted to transact business in the State of California. Contractor possesses the skill, knowledge, expertise, and, as applicable, holds current license(s), certification(s) and/or educational credentials, as required under the laws of the State of California and/or in accordance with District policies and regulations, to fully perform the services hereunder. Contractor represents that he/she/it has read and understands the terms and conditions of this Agreement.

5. **NON-EMPLOYEE / INDEPENDENT CONTRACTOR STATUS:** During the Term of this Agreement and/or Date(s) of Service(s), Contractor's Services for the District shall be rendered as an Independent Contractor. This Agreement is not intended, nor shall it be construed so as, to create the relationship of agent, employee, partnership, joint venture or association, or representative of the other for any purpose, or to imply any other relationship whatsoever between

Contractor and District, except as set forth herein. Neither party is granted any expressed or implied right or authority by the other party to assume or create any obligation or responsibility on behalf of or in the name of the other party, or to bind the other party in any manner or thing whatsoever. Contractor shall be solely responsible for paying all salaries, wages, benefits and other compensation which the Contractor's employees or consultants, if any, may be entitled to receive in connection with Contractor's Services hereunder, including, without limitation, withholding and paying all applicable payroll taxes and contributions, including federal, state and local income taxes, FICA, FUTA, and state unemployment, workers' compensation and disability insurance. Nothing contained hereunder will confer upon the Contractor any right to continue to render Services to the District, or to become employed by the District. The District and Contractor acknowledge that Contractor's Services hereunder are non-exclusive and Contractor is free to accept other work.

6. **SITE EXAMINATION:** Contractor must examine the site and certify all measurements, specifications and conditions affecting the work to be performed at the site. By submitting their quote a contractor warrants that they have made such site examination as they deem necessary as to the condition of the site, its accessibility for materials, workmen and utilities and ability to protect existing surface and subsurface improvements. No claim for allowance of time or money will be allowed as to such matters or for any other undiscovered conditions on the site.

7. **EQUIPMENT AND LABOR:** Unless expressly indicated elsewhere in this agreement, the contractor shall furnish all tools, equipment, apparatus, facilities, transportation, labor, and material necessary to furnish the services herein described, the services to be performed at such times and places as directed by and subject to the approval of the authorized district representative indicated in the work specifications.

8. **SUBCONTRACTORS:** Contractor agrees to bind every subcontractor by terms of the contract as far as such terms are applicable to subcontractor's work. If Contractor shall subcontract any part of this contract, Contractor shall be fully responsible to the District for acts and omissions of his subcontractor and of persons either directly or indirectly employed by himself. Nothing contained in the contract documents shall create any contractual relations between any subcontractor and the District.

9. **SAFETY AND SECURITY:** It shall be the responsibility of the Contractor to ascertain from the District the rules and regulations pertaining to safety, security and driving on school grounds, particularly when children are present.

10. **DEFAULT BY CONTRACTOR:** When Contractor, or any subcontractor, or vendor shall fail to deliver any article or service or shall deliver any article or service which does not conform to the work specifications, the District may, upon five (5) business days' prior written notice describing the default, at its option, annul and set aside the contract entered into with said Contractor, Subcontractor or vendor either in whole or in part, and make and enter into a new contract in such manner as seems to the Governing Board to be to the best advantage of the District. Any failure for furnishing such articles or services by reason of the failure of the Contractor, subcontractor or vendor, as above stated, shall be a liability against the Contractor and his sureties. The Governing Board reserves the right to cancel any articles or services which the Contractor may be unable to furnish because of economic conditions, governmental regulations or other similar causes beyond the control of the Contractor provided satisfactory proof is furnished to the District, if requested.

11. **WORKERS:** Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ any unfit person or anyone not skilled in work assigned to him. Any person in the employ of the Contractor whom the District may deem incompetent or unfit shall be dismissed from the job site and shall not again be employed at site without written consent from the District.

12. **SUBSTITUTIONS:** No substitutions of materials from those specified in the Work Specifications shall be made without the prior written consent of the District.

13. **CONTRACTOR SUPERVISION:** Contractor shall provide competent supervision of personnel employed on the job site, use of equipment, and quality of workmanship.

14. **CLEAN UP:** Debris shall be removed from the premises. Job site shall be in order at all times when work is not actually being performed and shall be maintained in a reasonably clean condition.

15. **ACCESS TO WORK:** District representatives shall at all times have access to work wherever it is in preparation or progress. Contractor shall provide safe and proper facilities for such access.

16. **PROTECTION OF WORK AND PROPERTY:** The Contractor shall erect and properly maintain at all times as required by conditions and progress of work, all necessary safeguards, signs, barriers, lights, and watchmen for protection of workmen and the public, and shall post danger signs warning against hazards created by such features in the course of construction.

17. **OCCUPANCY:** District reserves the right to occupy buildings at any time before formal contract completion and such occupancy shall not constitute final acceptance or approval of any part of the work covered by this contract, nor shall such occupancy extend the date specified for substantial completion of the work.

18. **FORCE MAJEURE CLAUSE:** The parties to the Contract shall be excused from performance thereunder during the time and to the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the non-performance is not due to the fault of the party not performing.

19. **LABOR CODE:** This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. The Contractor shall comply with all requirements of the Labor Code and all applicable rules and regulations issued by the Department of Industrial relations. No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)]. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

Pursuant to the provisions of article 2 (commencing at section 1770), chapter 1, part 7, division 2 of the Labor Code of California, the Director of Industrial Relations has ascertained the general

prevailing rate of per diem wages in the locality in which this public work is to be performed for each craft, classification or type of worker needed to execute the contract. Copies of said determinations are on file at District's principal office and available to any interested party on request. Refer to Web site (www.dir.ca.gov).

20. INDEMNIFICATION: Contractor agrees to indemnify, defend, and hold harmless, the District (and its officers, employees, trustees, agents, successors and assigns) from and against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including, but not limited to, personal injury, death at any time, and property damage), arising out of or made necessary by Contractor's performance of this Agreement, breach of its terms, negligent acts or omissions, including as may arise resulting from Contractor's failure to make payments to Contractor's employees or consultants, if any, and/or self-employment taxes. In no event will the District's liability hereunder exceed a total of \$2,000,000.00.

21. INSURANCE REQUIREMENTS: Unless otherwise specifically agreed to in writing in advance of execution of this Agreement, Contractor agrees to obtain, pay for and maintain in effect during the Term of this Agreement and/or Date(s) of Service(s), the following policies of insurance issued by an insurance company rated not less than "A-VI" in A.M. Best's Insurance Rating Guide:

- (i) Commercial General Liability insurance (including contractual, products and completed operations coverage, bodily injury and property damage liability insurance) with single combined limits of not less than \$1,000,000 per occurrence;
- (ii) Commercial Automobile Liability insurance for "any auto" with combined single limits of liability of not less than \$1,000,000 per occurrence;
- (iii) Professional Liability insurance (also known as "Errors and Omissions" insurance) with a limit of liability of not less than \$1,000,000 per occurrence; and
- (iv) Worker's Compensation and State Disability insurance as required under law.

Each policy shall contain an endorsement naming the Rocklin Unified School District as an additional named insured insofar as this Agreement is concerned, and provide that written notice shall be given to the District at least thirty (30) days prior to cancellation or material change in the form of the policy or reduction in coverage. Prior to rendering Services hereunder, and at Contractor's expense, Contractor shall furnish the District with a Certificate of Insurance evidencing the endorsements required above, and the District shall have the right to inspect the Contractor's original insurance policies upon request. Upon notification of a notice of cancellation, change or reduction in coverage, Contractor shall immediately file with the District a certified copy of the required new or renewal policy and certificates for such policy. Nothing herein concerning minimum insurance requirements shall reduce the Consultant's liabilities or obligations under the indemnification provisions of this Agreement.

22. PROPRIETARY RIGHTS / OWNERSHIP / CONFIDENTIALITY: Contractor acknowledges:

- a. District may disclose to Contractor certain confidential information relating to, without limitation, the District's past, present, and future research, marketing, development, and/or business activities ("Confidential Information"). Except as required by the duties under this Agreement, Contractor agrees that, until such time as the Confidential Information enters the public domain through no fault of Contractor, Contractor will never, directly or indirectly, use, disseminate, disclose, lecture upon, or publish articles concerning any of the Confidential Information disclosed to Contractor by or on behalf of District without the prior written consent of District. Such confidentiality shall survive the termination of this Agreement and will only be relieved by written consent of District.
- b. All work accomplished pursuant to this Agreement will be the sole and exclusive property of District; and in addition to the obligations imposed above, Contractor will deliver all such work to District prior to expiration or termination of this Agreement and/or Contractor's performance hereunder.
- c. Upon expiration or termination of the Agreement and/or Contractor's performance hereunder, Contractor agrees to return to District all copies of Confidential Information, all drawings, documents, records, notebooks, disks, tapes, data residing or recorded in electronic media, and all other representations of confidential information, whether prepared by District, Contractor or others.
- d. Contractor agrees that all copyrightable material, inventions, improvements, developments and discoveries conceived, made, discovered or reduced to practice by Contractor solely, or in collaboration with others, during the period of this Agreement (i) relating in any manner to the business, research or development of District that Contractor may be directed to undertake, or (ii) which Contractor may become associated within work or in performing the services hereunder, or (iii) which are developed by Contractor using any supplies, facilities or Confidential Information of District are the sole property of District, and Contractor further agrees to grant to District any and all right, title and interest, of any kind or of all such copyrightable material, inventions, improvements, developments, and discoveries.

23. **GOVERNING LAW:** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of California, without regard to its conflict of laws rules, and in accordance to District's policies and regulations, including, but not limited to, Board Policy 3320. Venue shall be in Placer County.

24. **TIME OF THE ESSENCE:** Time is of the essence in the performance of and compliance with each of the provisions and conditions of this contract.

25. **TERMINATION / NOTICES:** This Agreement may be terminated by either party with or without cause and for any or no reason upon (30) days' written notice to the other party addressed as follows:

If to Contractor, notice will be addressed to:
Name: Alessandro Electric Inc.
Address: 4009 Vista Park Ct.
City/State/Zip: Sacramento, CA 95834

If to District, notice will be addressed to:
Rocklin Unified School District
c/o: _____
2615 Sierra Meadows Drive
Rocklin, CA 95677

or to such other address as may be designated by the parties from time to time. Any written notice sent by registered U.S. mail and addressed in accordance herewith will be deemed to have been made and delivered seven (7) days following deposit into the U.S. mail. Contractor's obligations hereunder shall survive the termination of this Agreement.

26. **SEVERABILITY:** If any section, condition, provision, or covenant of this Agreement is held to be invalid or unenforceable, either in itself or as to any particular party, the remainder of this Agreement will continue to be in force unless it would be inequitable and inconsistent with the purpose of the Agreement to continue to do so.

27. **ASSIGNMENT:** Neither party may assign any rights, or transfer any obligations, under this Agreement, without the prior written agreement of the parties.

28. **ASBESTOS HAZARD EMERGENCY RESPONSE ACTION (AHERA):** All contract work that is performed for the District by outside contractors or workers must meet all of the regulations that have been set forth in the AHERA rule. This means that all work which could disturb the integrity of any Asbestos Containing Building Material (A.C.B.M.) needs to be approved by the District. This refers to the sawing, grinding, cutting, or drilling of any A.C.B.M. in occupied areas of District buildings.

29. **NO SMOKING POLICY:** All District sites are designated as non-smoking.

30. **FINGERPRINTING:** Unless waived by express action of the District, the Contractor and all of its agents and employees on the project work site must comply with the fingerprinting requirements of Education Code Sec. 45125.1. This section is an integral part of the service agreement and completion is required before the commencement of the contract.

31. **RATIFICATION:** This Agreement is subject to discretionary approval by the Board of Education of the District. This Agreement shall not be effective against the District until such time that Board of Education ratifies this Agreement.

32. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement of the parties and supersedes all prior or contemporaneous agreements, oral or written, with respect to the subject matter hereof. This Agreement may not be amended, modified, revised or supplemented in any way, except in a writing signed by Contractor and District.

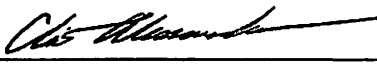
[signatures on next page]

AGREED TO AND ACCEPTED:

Contractor:

District:

Rocklin Unified School District

By: 
Official Authorized Signature

By: 
Official Authorized Signature

Clinton Alessandro
Printed Name

Colleen Slattery
Printed Name

Its: President
Title

Its: Assistant Superintendent
Title

12/22/15
Date

12-23-15
Date

License Number: 867775

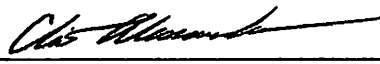
Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, CA 95826. (Business and Professions Code section 7030.)

WORKERS COMPENSATION CERTIFICATE

(AS REQUIRED BY SECTION 1861 OF THE CALIFORNIA LABOR CODE)

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

CONTRACTOR: Alessandro Electric Inc.

By: 

Title: President

**CERTIFICATION BY CONTRACTOR
CRIMINAL RECORDS CHECK
AB 1610, 1612 and 2102**

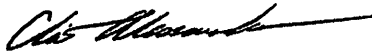
To the Governing Board of Rocklin Unified School District:

I, Clinton Alessandro (Name of Contractor) certify that:

1. I have carefully read and understand the Notice to Contractors Regarding Criminal Record Checks (Education Code Section 45125.1) required by the passage of AB 1610, 1612 and 2102.
2. Due to the nature of the work I will be performing for the District, my employees may have contact with students of the District.
3. None of the employees who will be performing the work have been convicted of a violent or serious felony as defined in the Notice and in Penal Code Sections 1192.7 and 667.5 and this determination was made by a fingerprint check through the Department of Justice.
4. As further required by Education Code Section 45125.1 attached to this certification is a list of the names of the employees of the undersigned who may come in contact with pupils.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Sacramento, California on 12/22/15.
Date



(Signature)

Clinton Alessandro

(Typed or printed name)

President

(Title)

4009 Vista Park Court, Sacramento, CA 95834

(Address)

916-283-6966

(Telephone)

LIST OF EMPLOYEES THAT MAY COME IN CONTACT WITH PUPILS
(all are fingerprinted per Education Code Section 45125.1)

1. Clinton Alessandro
2. Jeremy Alessandro
3. John Foley
4. Dustin Turner
5. Michael Jones
6. Justin Stretch
7. Bradley Jackson
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

**VERIFICATION OF CONTRACTOR
AND SUBCONTRACTORS' DIR REGISTRATION**

I am the President of Alessandro Electirc Inc ("Bidder") submitting the
(Title/Position) (Bidder Name)
accompanying Bid Proposal for the Work described as Rock Creek Emergency Feeder Repair

1. The Bidder is currently registered as a contractor with the Department of Industrial Relations ("DIR").

2. The Bidder's DIR Registration Number is: 1000003067. The expiration date of the Bidder's DIR Registration is June 30, 2017.

3. If the Bidder is awarded the Contract for the Work and the expiration date of the Bidder's DIR Registration will occur: (i) prior to expiration of the Contract Time for the Work; or (ii) prior to the Bidder completing all obligations under the Contract for the Work, the Bidder will take all measures necessary to renew the Bidder's DIR Registration so that there is no lapse in the Bidder's DIR Registration while performing Work under the Contract.

4. The Bidder, if awarded the Contract for the Work will remain a DIR registered contractor for the entire duration of the Work.

5. The Bidder has independently verified that each Subcontractor identified in the Subcontractors list submitted with the Bid Proposal of the Bidder is currently a DIR registered contractor.

6. The Bidder has provided the DIR Registration Number for each subcontractor identified In the Bidder's Subcontractors' list or within twenty-four (24) hours of the opening of Bid Proposals for the Work, the Bidder will provide the District with the DIR Registration Number for each subcontractor identified in the Bidder's Subcontractors List.

7. The Bidder's solicitation of subcontractor bids included notice to prospective subcontractors that: (i) all sub-tier subcontractors must be DIR registered contractors at all times during performance of the Work; and (ii) prospective subcontractors may only solicit sub-bids from and contract with lower-tier subcontractors who are DIR registered contractors.

8. If any of the statements herein are false or omit material facts rendering a statement to be false or misleading, the Bidder's Bid Proposal is subject to rejection for non-responsiveness.

9. I have personal first hand-knowledge of all of the foregoing.

I declare under penalty of perjury under California law that the foregoing is true and correct.

Executed this 22 day of December, 20 15 at Sacramento CA.
(City and State)



(Signature)
Clinton Alessandro

(Name, typed or printed)

**CERTIFICATION OF CERTIFIED PAYROLL SUBMITTAL
TO LABOR COMMISSIONER**

I am the _____ for _____ in connection with
(Superintendent/Project Manager) (Contractor)
_____. This Certification is submitted to Rocklin Unified School District.
(Project Name)


concurrently with the Contractor's submittal of an Application for Progress Payment to the District, identified as Application For Progress Payment No. _____ ("the Pay Application").

1. The Pay Application requests the District's disbursement of a Progress Payment covering Work performed for the period between _____ 20__ and 20__.
2. The Contractor has submitted Certified Payroll Records ("CPR") to the Labor Commissioner for all employees of the Contractor engaged in performance of Work subject to prevailing wage rate requirements for the period of time covered by the Pay Application. Copies of all CPRs submitted by the Contractor to the Labor Commissioner relating to the Pay Application are attached hereto.
3. All Subcontractors who are entitled to any portion of payment to be disbursed pursuant to the Pay Application have submitted their CPRs to the Labor Commissioner for all of their employees performing Work subject to prevailing wage rate requirements for the period of time covered by the Pay Application. Copies of all CPRs submitted by Subcontractors to the Labor Commissioner relating to the Pay Application are attached hereto.
4. I have reviewed the Contractor's CPRs submitted to the Labor Commissioner; the CPRs submitted to the Labor Commissioner by the Contractor are complete and accurate for the period of time covered by the Pay Application.
5. I have reviewed the Subcontractors' CPRs submitted to the Labor Commissioner; the CPRs submitted to the Labor Commissioner by the Subcontractors are complete and accurate for the period of time covered by the Pay Application.
6. The copies of the Contractor's CPRs and the Subcontractors' CPRs attached hereto are true and correct copies of the CPRs submitted to the Labor Commissioner for the period of time covered by the Pay Application.

I declare under penalty of perjury under California law that the foregoing is true and correct. I executed this Certification on this _____ day of _____, 20__ at

(City and State)

By:



(Typed or Printed Name)

Rock Creek Elementary School

2140 Collet Quarry Ct

Request for Quotation

Date: 12/22/15

School Contact / Title – Requesting Quote: Gib Benthin

Contact E-Mail: _____ Contact Phone: Dept.: _____

Project Name: Rock Creek Project Address/Location: Rocklin CA

Quote Due Date: 12/22/15 Quote is good for: (circle one) 30 days 60 days 90 days 120 days

Pursuant to Labor Code § 1720 et. seq. this work is considered a "Public Work" and is subject to the payment of prevailing wages if the total project cost is over \$1,000. -Proof of a valid Contractor/Specialty license, DIR Registration, worker's compensation and liability insurance is required before work starts.

If selected, you will be required to enter certified payroll reports (electronically) into the Department of Industrial Relations (DIR) eCPR website located at: <https://apps.dir.ca.gov/lecpr/DASIAitLogin>

Quantity	Description/Scope of Work to Be Performed	Unit Price	Extended Price
1	emergency feeder repair	\$14,948	\$14,948
Attach additional sheets if necessary		Grand Total	\$14,948

Estimated Time to Complete Project: 2 days Drawing Attached: Yes No

Will Sub-Contractor be utilized: Yes No (if yes – the same information as listed below must be submitted; Use page 3, as necessary)

Please type or print legibly

Company Name: Alessandro Electric Inc.

Company Address: 4009 Vista Park Court Sacramento CA 95834

Contractor's Lic. No.: 867775 DIR Registration No.: 1000003067 Tax ID: 20-3974498

Contact Name: Clinton Alessandro Phone No: 916-283-6966 E-mail: clinta@alessandroelectric.com

Rock Creek Elementary School
2140 Collet Quarry Ct

Request for Quotation (cont.)

DIR Classification(s) of workers to be utilized:


Check all that apply:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Bricklayers | <input type="checkbox"/> Carpenters | <input type="checkbox"/> Carpet/Linoleum |
| <input type="checkbox"/> Cement Masons | <input type="checkbox"/> Drywall Finisher | <input type="checkbox"/> Drywall Lather | <input checked="" type="checkbox"/> Electrician |
| <input type="checkbox"/> Elevator Mechanic | <input type="checkbox"/> Glazier | <input type="checkbox"/> Iron Worker | <input type="checkbox"/> Laborer |
| <input type="checkbox"/> Landscape Maint. | <input type="checkbox"/> Operating Engineer | <input type="checkbox"/> Modular Furn. Installer | <input type="checkbox"/> Painter |
| <input type="checkbox"/> Pipe Trades/Plumber | <input type="checkbox"/> Plaster | <input type="checkbox"/> Roofers | <input type="checkbox"/> Sheetmetal/HVAC |
| <input type="checkbox"/> Sound/Communications | <input type="checkbox"/> Surveyors | <input type="checkbox"/> Teamster | <input type="checkbox"/> Telecom Technician |

Classifications and wage rates can be found at <http://www.dir.ca.gov/oprl/PWD/index.htm>

DIR Prevailing Wage Hot Line (415) 703-4774

Printed Name: Clinton Alessandro

Signature of Authorized Person:  Date: 12/22/15

Important Notice: California new law (SB 854) provides that "A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5." Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register. This project is subject to monitoring by the Department of Industrial Relations.

Office Use:

Recommended for Contract By:

Print Name _____ Initials _____ Date: _____

Department: _____

Budget Code: _____ PO/Contract #: _____

Est. Project Start Date: _____ Est. Project End Date: _____

PWC-100 Processing Date: _____ By: _____

PWC-100 Data Entry Website: <https://www.dir.ca.gov/pwc100ext/>

*Completion of this form does not constitute a binding contract to provide work and/or equipment listed above.

Rock Creek Elementary School

2140 Collet Quarry Ct

Sub-contractors N/A Please type or print legibly

Company Name: _____

Company Address: _____

Contractor's Lic. No.: _____ DIR Registration No.: _____ Tax ID: _____

Contact Name: _____ Phone No.: _____ E-mail: _____

DIR Classification(s) of workers to be utilized:

Check all that apply:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Bricklayers | <input type="checkbox"/> Carpenters | <input type="checkbox"/> Carpet/Linoleum |
| <input type="checkbox"/> Cement Masons | <input type="checkbox"/> Drywall Finisher | <input type="checkbox"/> Drywall Lather | <input type="checkbox"/> Electrician |
| <input type="checkbox"/> Elevator Mechanic | <input type="checkbox"/> Glazier | <input type="checkbox"/> Iron Worker | <input type="checkbox"/> Laborer |
| <input type="checkbox"/> Landscape Maint. | <input type="checkbox"/> Operating Engineer | <input type="checkbox"/> Modular Furn. Installer | <input type="checkbox"/> Painter |
| <input type="checkbox"/> Pipe Trades/Plumber | <input type="checkbox"/> Plaster | <input type="checkbox"/> Roofers | <input type="checkbox"/> Sheetmetal/HVAC |
| <input type="checkbox"/> Sound/Communications | <input type="checkbox"/> Surveyors | <input type="checkbox"/> Teamster | <input type="checkbox"/> Telecom Technician |

Company Name: _____

Company Address: _____

Contractor's Lic. No.: _____ DIR Registration No.: _____ Tax ID: _____

Contact Name: _____ Phone No.: _____ E-mail: _____

DIR Classification(s) of workers to be utilized:

Check all that apply:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Bricklayers | <input type="checkbox"/> Carpenters | <input type="checkbox"/> Carpet/Linoleum |
| <input type="checkbox"/> Cement Masons | <input type="checkbox"/> Drywall Finisher | <input type="checkbox"/> Drywall Lather | <input type="checkbox"/> Electrician |
| <input type="checkbox"/> Elevator Mechanic | <input type="checkbox"/> Glazier | <input type="checkbox"/> Iron Worker | <input type="checkbox"/> Laborer |
| <input type="checkbox"/> Landscape Maint. | <input type="checkbox"/> Operating Engineer | <input type="checkbox"/> Modular Furn. Installer | <input type="checkbox"/> Painter |
| <input type="checkbox"/> Pipe Trades/Plumber | <input type="checkbox"/> Plaster | <input type="checkbox"/> Roofers | <input type="checkbox"/> Sheetmetal/HVAC |
| <input type="checkbox"/> Sound/Communications | <input type="checkbox"/> Surveyors | <input type="checkbox"/> Teamster | <input type="checkbox"/> Telecom Technician |

EXHIBIT "A"

Alessandro

ELECTRIC INC.

License C10 & C7 # 867775 - State Certified Small Business Enterprise #47503 - DIR #1000003067

ESTIMATE - ROCK CREEK ELEMENTRY

December 22, 2015

To: GIBBS

Attn:

Scope:

Installation of electrical feeders.

Inclusions:

New feeder from msb to library
New feeder from msb to vault #2
Scrap value
Splices
Provide insulation testing on all feeders at msb

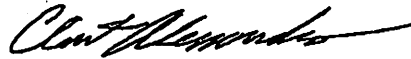
Exclusions:

Bonds Plans Permits & Fees
Allowances

Addenda:

Total \$ 14,948

Sincerely,



Clint Alessandro (916) 343-9846



ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve University of Phoenix School Affiliation Agreement

DEPARTMENT: Office of the Assistant Superintendent, Human Resources

Background:

Agreement has been made available between University of Phoenix and Rocklin Unified School District (RUSD) to provide University of Phoenix students who have completed the necessary educational prerequisites, the opportunity to work in a student population in order to fulfill specific requirements for field experience as part of degree and/or credential requirement.

Status:

Staff has reviewed the School Affiliation Agreement between University of Phoenix and RUSD for the period of January 20, 2016 and shall remain in effect until terminated by either party in accordance with Section IX of Agreement.

Presenter:

Colleen Slattery, Assistant Superintendent of Human Resources

Financial Impact:

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

Materials/Films:

None

Other People Who Might Present:

None

Allotment of Time:

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

Packet Information:

The School Affiliation Agreement between University of Phoenix and RUSD.

Recommendation:

Staff recommends approval of the Student Affiliation Agreement between University of Phoenix and RUSD for the period of January 20, 2016 and shall remain in effect until terminated by either party in accordance with Section IX of Agreement.



University of Phoenix
Academic Affairs
1625 Fountainhead Parkway
Mailstop: CF-SX03
Tempe, AZ 85282
(602) 387-2834 Fax (602) 383-5099

**UNIVERSITY OF PHOENIX
SCHOOL AFFILIATION AGREEMENT-California**

This Affiliation Agreement made and entered into this 20th day of January, 2016, by and between The University of Phoenix, Inc., an Arizona for-profit corporation, hereinafter referred to as the "UNIVERSITY" and Rocklin Unified School District, an entity domiciled in the State of California, hereinafter referred to as the "SCHOOL."

I. PURPOSE

The purpose of this Agreement is to provide education experiences for selected UNIVERSITY students, hereinafter "STUDENTS", which take place at the SCHOOL and in which the SCHOOL will participate.

II. OBLIGATIONS OF THE UNIVERSITY

1. The UNIVERSITY will offer educational programs accredited by appropriate organizations; and will determine standards of education, hours of instruction, learning experiences, administration, matriculation, promotion, and graduation.
2. The UNIVERSITY will keep all records and reports on STUDENT experiences in accordance with UNIVERSITY policy and regulatory requirements.
3. The UNIVERSITY will plan with the SCHOOL, in advance, its schedule of STUDENT assignments to the designated areas, including dates and numbers of STUDENTS.
4. The UNIVERSITY agrees to inform STUDENTS that STUDENTS shall be responsible for following the rules and regulations of the SCHOOL, including recognition of the confidential nature of information regarding pupils and their records.
5. The UNIVERSITY will provide to the SCHOOL a copy of course objectives for the learning experience. The SCHOOL, together with the UNIVERSITY, will make arrangements for evaluating the learning experience.
6. The UNIVERSITY will assign a faculty supervisor who will collaborate with the SCHOOL'S mentoring teacher. For purposes of this Agreement, the term "mentoring teacher" shall be defined as the district educator who has been assigned to supervise the STUDENT.
7. STUDENTS shall not be considered as employees or agents of the UNIVERSITY.
8. To help defray costs associated with the placement of STUDENTS at the SCHOOL, the UNIVERSITY shall pay compensation in accordance with Exhibit A, attached hereto and incorporated herein, upon completion of STUDENT'S assignment at the SCHOOL, or at

such other time as the parties agree.

III. OBLIGATIONS OF THE SCHOOL

1. The SCHOOL shall maintain sole responsibility for the instruction, education and welfare of its pupils. SCHOOL shall be responsible for providing adequate staffing necessary to maintain the highest level of quality education for its pupils.
2. The SCHOOL agrees that STUDENTS assigned to it for counseling, administration, teaching, and/or observation experiences are under the supervision, control, and responsibility of the SCHOOL.
3. The SCHOOL shall retain the right, in its sole discretion, to request the removal of any individual from any area of the SCHOOL premises. STUDENTS shall be instructed by the UNIVERSITY to promptly and without protest leave an area whenever they are requested to do so by an authorized SCHOOL representative.
4. The SCHOOL shall provide qualified mentoring teachers for STUDENTS. Mentoring teachers will be resource persons for STUDENTS and UNIVERSITY faculty while at the SCHOOL. Mentoring teachers selected by SCHOOL will: a) assist in orienting STUDENTS to the SCHOOL, the classroom, and the pupils; b) explain all SCHOOL and district policies, rules, and regulations to STUDENTS; c) provide prompt and substantive feedback to STUDENTS regarding all performance activities and interactions with SCHOOL personnel, pupils, and parents; d) complete evaluations of STUDENTS' progress and submit them to the University faculty supervisor, after reviewing them with the applicable STUDENT; e) immediately inform the University faculty supervisor of any concerns regarding a STUDENT; f) establish a time to meet and discuss with STUDENTS their activities, impressions, reflections, and suggestions for goals and areas of improvement; g) (For student teaching) supervise STUDENTS on a daily basis - if the mentoring teacher is absent from the classroom for any reason, a certified substitute must be assigned to the classroom. Student teachers holding a 30 day sub permit are allowed to sub in their assigned classroom or other school site classrooms with the approval of university personnel.
5. The SCHOOL shall provide to UNIVERSITY and STUDENTS the policies and procedures and other relevant materials to allow STUDENTS to function appropriately within the SCHOOL.
6. STUDENTS assigned to the SCHOOL shall follow the SCHOOL'S protocols for health and safety. The SCHOOL will provide necessary emergency medical services to STUDENTS.
7. The SCHOOL shall permit STUDENTS access to the library facilities/curriculum laboratories available to their personnel. STUDENTS may not remove materials from the SCHOOL without appropriate approval.
8. The SCHOOL shall keep confidential and shall not disclose to any person or entity (a) STUDENT applications; (b) STUDENT health records or reports; and/or (c) any STUDENT records as defined in the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, concerning any STUDENT participating in the education experiences provided by SCHOOL, unless such disclosure is authorized by the STUDENT or is ordered by a court of competent jurisdiction. SCHOOL shall adopt and enforce policies and procedures necessary to protect the confidentiality of STUDENT records as defined herein.
9. STUDENTS shall not be considered employees or agents of the SCHOOL.

IV. INDEMNIFICATION

1. Each party (the "Indemnifying Party") shall indemnify, hold harmless, and, at the request of the other party, defend the other party (the "Indemnified Party") from and against any and all claims, losses, liabilities, costs, and expenses including reasonable attorney's fees, established by judgment or alternative resolution award, arising from (a) any material breach of any provision of this Agreement or (b) the negligence or willful misconduct in the performance of obligations hereunder by the Indemnifying Party or any employee, agent, or other representative of the Indemnifying Party.
2. UNIVERSITY and SCHOOL shall provide prompt notification to one another and, to the extent allowed by law, shall reasonably cooperate with one another in the defense of, any lawsuits, claims, or threatened claims that pertain to services provided pursuant to this Agreement.

V. INSURANCE

1. UNIVERSITY and SCHOOL each shall maintain, as a minimum, Commercial General Liability Insurance written on an occurrence basis with insurance companies acceptable to the other party for limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, as assurance of its accountability for any such losses, claims, liabilities, or expenses.
2. Upon written request, a party shall provide the other party with a certificate evidencing such insurance coverage.
3. Insurance required by UNIVERSITY to be maintained hereunder may be provided under: (a) an individual policy; (b) a blanket policy or policies which may include other liabilities, properties and locations of UNIVERSITY or its affiliates; (c) a plan of self-insurance, provided that UNIVERSITY or any guarantor of UNIVERSITY'S obligations under this Agreement maintains, during the period of such self-insurance, a net worth of at least Fifty Million Dollars (\$50,000,000); or (d) a combination of any of the foregoing insurance programs.

VI. REPRESENTATIONS AND WARRANTIES

1. Each party to this Agreement represents and warrants that (i) it has the full power and authority to enter into this Agreement and to carry out the transactions contemplated hereby applicable to it; and (ii) it has taken all action necessary to authorize the execution, delivery and performance of this Agreement, and this Agreement has been duly executed and delivered to such party.

VII. GENERAL PROVISIONS

1. Neither the SCHOOL nor the UNIVERSITY will discriminate against any person because of race, color, religion, sex, or national origin, nor discriminate against any STUDENT or student applicant with a disability pursuant to law as set forth in the Americans with Disabilities Act.
2. This Agreement is not intended and shall not be construed to create the relationship of

agent, servant, employee, partnership, joint venture or association between the UNIVERSITY and the SCHOOL and their employees, STUDENTS, or agents, but rather is an Agreement by and among two independent contractors. Each STUDENT is placed with the SCHOOL in order to receive educational experience as part of the academic curriculum; duties performed by a STUDENT are not performed as an employee of the SCHOOL but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision by SCHOOL personnel. To the extent allowed under state law, neither the SCHOOL nor the UNIVERSITY is required to provide workers' compensation coverage for the STUDENTS participating in the educational experience. UNIVERSITY acknowledges that nothing in this Agreement shall be construed to confer any right upon the UNIVERSITY or UNIVERSITY personnel to participate in, control, or direct operations at the SCHOOL.

3. The SCHOOL shall timely notify the UNIVERSITY when any UNIVERSITY employee or STUDENT has been involved in a reported incident and the UNIVERSITY shall have the opportunity to participate in any on-going investigation and shall have access to any oral or written reports and any other documentation related to the reported incident.
4. The SCHOOL and its employees shall not be entitled to compensation from the UNIVERSITY for services or actions of benefit to the UNIVERSITY which are part of or related to the educational program, however, as a professional courtesy, the mentoring teacher may be entitled to payment of the reasonable and customary honorarium or, alternatively, may at some campuses have the opportunity to enroll in a UNIVERSITY course upon completion of the supervisory assignment.
5. This Agreement constitutes the entire agreement as to the rights and obligations of the parties hereto and supersedes all prior and contemporaneous agreements and undertaking of the parties pertaining to the referenced subject matter.
6. Amendments to this Agreement may be made at any time, provided, however, that any amendments, modifications or alterations shall be made only in writing and shall become effective only upon the written approval of both the UNIVERSITY and the SCHOOL. Further, this Agreement may not be assigned by either party without prior written approval of the other party.
7. No waiver or breach of any term or provision of this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing signed by the party waiving the breach.
8. In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
9. This Agreement is not intended to create any rights or interests for any other person or entity other than the SCHOOL or the UNIVERSITY.
10. This Agreement will be governed by the laws of the State of California and shall in all respects be interpreted, enforced, and governed by California laws.

VIII. ARBITRATION

1. In the event any dispute or controversy arising out of this Agreement cannot be settled by the parties, such controversy or dispute shall be submitted to arbitration in Rocklin, California, and for this purpose each party hereby expressly consents to such arbitration in such place. In the event the parties cannot mutually agree upon an arbitrator and procedure to settle their dispute or controversy within fifteen (15) days after written demand by one of the parties for arbitration, then the dispute or controversy shall be arbitrated by a single arbitrator pursuant to the then-existing rules and regulations of the American Arbitration Association governing commercial transactions. The decision of the arbitrator shall be binding upon the parties hereto for all purposes, and judgment to enforce any such binding decision may be entered in a court of competent jurisdiction in Placer County, California. Each party hereby expressly and irrevocably consents to the jurisdiction of said court. At the request of either party, arbitration proceedings shall be conducted in the utmost secrecy. In such case, all documents, testimony and records shall be received, heard and maintained by the arbitrator in secrecy, available for inspection only by either party and by their attorneys and experts who shall agree, in advance and in writing, to receive all such information in secrecy. In all other respects, the arbitration shall be conducted pursuant to the Uniform Arbitration Act as adopted in the State of California and then existing rules and regulations of the American Arbitration Association governing commercial transactions to the extent such rules and regulations are not inconsistent with such Act or this Agreement.

IX. TERM AND NOTICE

1. This Agreement shall become effective on **January 20, 2016**, and shall remain in effect until terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. Notwithstanding any such termination, all STUDENTS already enrolled in and participating in education experiences at SCHOOL at the time of the notice of termination shall be given a period of time not to exceed six (6) months from the date of the notice of termination during which to complete their education experiences at SCHOOL.
2. Any notice given under this Agreement may be given by personal delivery, overnight air express, or certified United States mail, return receipt requested. Notice shall be deemed to be given either (a) upon actual receipt, if notice is by personal delivery or by overnight air express; or (b) five (5) business days after mailing, if the notice is by United States mail, return receipt requested. Notice under this Agreement shall be given in writing to the parties at the addresses stated below, or to such other persons or places as either party may from time to time designate by written notice to the other party.

If to the UNIVERSITY: University of Phoenix
College of Education
1625 Fountainhead Parkway
Mailstop: CF-SX03
Tempe, AZ 85282

With a copy to: University of Phoenix
Apollo Legal Services
4025 S. Riverpoint Parkway
Mail Stop AA-F102
Phoenix, AZ 85040

If to the SCHOOL:

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

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first subscribed above.

UNIVERSITY:

AGENCY:

Signature

Signature

Name

Name (Print or Type)

Title

Title

Phone Fax

Phone Fax

E-mail address

E-mail address

Date

Date

EXHIBIT A

In accordance with Section II, paragraph 8, UNIVERSITY shall compensate the following upon completion of the STUDENT's assignment:

Mentoring Teacher

\$30.00/per week per student teaching assignment



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
08/10/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Insurance Services West, Inc. Phoenix AZ Office 2555 East Camelback Rd. Suite 700 Phoenix AZ 85016 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105		
	E-MAIL ADDRESS: 		
INSURED Apollo Education Group, Inc Apollo Group, Inc/University of Phoenix. 4025 S. Riverpoint Pkwy Phoenix AZ 85040-0723 USA	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: QBE Insurance Corporation		39217
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER: 570059293458** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CGA3977127	09/01/2015	09/01/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Any person while acting as a student teacher as part of their educational requirements of Named Insured is included as Additional Insured as required by written contract, but limited to the operations of the Insured under said contract, per the applicable endorsement with respect to the General Liability policy.

CERTIFICATE HOLDER Meredith Curley, Ed. D, Dean, College of Education University of Phoenix Corporate Academic Affairs Phoenix AZ 85040 USA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Aon Risk Insurance Services West Inc</i>
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Holder Identifier :

Certificate No : 570059293458



ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve University of California (UC) Davis Resourcing Excellence in Education (REEd) Project and Memo of Understanding (MOU)

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

UC Davis School of Education has offered to partner with Rocklin Unified School District (RUSD) Educational Services Department is requesting approval to enter a partnership with for the purpose of bringing quality professional development to administrators and teachers in the area of high-impact instructional practices.

Status:

The MOU authorizes the partnership between RUSD and UC Davis and details RUSD's participation in grant funding related to the Resourcing Excellence in Education (REEd) project. Grant funding will cover the cost of training and substitute teachers as needed.

Presenter(s):

Kathy Pon, Deputy Superintendent, Educational Services

Financial Impact:

Current year: \$35,000.00
Future years: N/A
Funding source: UC Davis, School of Education REEd Center grant

Materials/Films:

None

Other People Who Might Be Present: None

None

Allotment of Time:

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

Packet Information:

Copy of Memorandum of Understanding

Recommendation:

Staff recommends Board approval of the UC Davis REEd MOU.



January 12, 2016

Karen Huffines,
Director of Elementary Programs
Rocklin Unified School District

Dear Ms. Huffines:

The Resourcing Education Excellence in Education (REEd) Center is pleased to enter into a partnership between REEd and Rocklin Unified School District in support of the district's teacher professional growth and learning goals. REEd is confirming, with this letter and attached scope of work, our commitment from January 2016 through December 2016 to facilitate teacher professional development associated with the SOAR Teaching Frames.

Located within the UC Davis, School of Education, REEd works closely with statewide networks of Local Education Agency (LEA) partners to focus on positioning teacher learning and professional growth at the center of teacher effectiveness systems. REEd works with LEAs to foster high quality instructional practices, provide resources and tools for supporting professional learning, and assist administrators in strengthening site based conditions for spreading and sustaining professional learning across school districts and counties.

The purpose of this letter is to confirm the commitment of professional development services associated with REEd's Integrated Professional Learning Systems initiative. Specifically, REEd will provide a professional growth program that will contain three fundamental components where Rocklin teachers and principal participate in: (1) a two-day Deep Dive professional learning session; (2) on-going professional learning community support; and (3) access to an online calibration/professional growth tool. Additionally, participants will receive SOAR related instructional materials.

An MOU is attached for your signature. REEd enthusiastically looks forward to working together with the Rocklin Unified School District in support of its teachers' professional growth as well as deepening our partnership over the coming years.

Sincerely,

A handwritten signature in black ink that reads "Susan O'Hara". The signature is written in a cursive style.

Susan P. O'Hara
Executive Director

**Rocklin USD Memorandum
Systems of Professional Growth for CCSS Implementation**

Through the current project participants will:

- Learn about a framework aligned to the instructional shifts needed for CCSS.
- Deconstruct high impact practices for CCSS implementation through the use of illustrative teaching videos.
- Experience instructional strategies to support enactment of high impact practices in classrooms to support the learning of all students.
- Understand evidence-based practices for supporting professional growth, including the role of coaching and feedback.
- Have access to the SOAR professional growth tool for use in their schools and districts.

As a participating school in the “Systems of Professional Growth” Project, I am fully aware of the following advantages and expectations:

ADVANTAGES:

- Participation in a high quality professional growth model to support implementation of the CCSS and new ELD Standards broadly in my school/district
- Professional learning Deep Dive session to understand the framework and high impact practices – including release time for teachers to attend this two-day session
- Online resources and access to the SOAR calibration tool to support the work, including videos aligned with the instructional practices, instructional strategies, teacher and student assessment protocols – including technology support through Frontline/Teachscape. Access will be provided through June 2017.
- Internal capacity to spread and support this work broadly across the school site/district –including consultation and support by project staff to support implementation through December 2016.
- Increased teacher and leader collaboration
- Increased student achievement and academic language and literacy development

EXPECTATIONS FOR PARTICIPANTS:

- Attendance at a two-day deep dive session to be provided in Rocklin USD for on January 27th and 28th, 2016 (8:00 am -3:00 pm)
- Complete the exercises in the online calibration/professional learning tool and score a video through the lens of one essential practice frame
- Willingness to participate in 1-2 focus interviews and complete an online survey
- Leader supported opportunities for teachers to share what they have learned at faculty meetings
- Willingness to share student work and classroom lessons with project team

The role of REEd is to provide:

- Project coordination and facilitation of 2-day Deep Dive
- Up to 3 days of on-going professional development support focused on the Essential Practices Literacy Frames
- Annual reports and dissemination of findings through various communication venues
- User accounts for participants to access the online calibration tool, including professional learning modules and videos, for 18 months

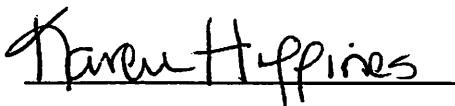
The role of Rocklin Unified School District is to:

- Commit to incorporating SOAR instructional trainings and materials into daily practices
- Commit to identifying program participants and to ensuring their ongoing participation
- Provide a point of contact who will work with REEd to communicate logistical information to participants and ensure active participation in all professional development opportunities
- Reimburse teachers for participation in professional development opportunities at per diem rate
- Arrange for stipends, substitutes and the purchase of instructional materials as necessary
- Provide REEd with access to on-going professional development and classroom observations

Funding:

REEd will provide the Rocklin Unified School District with reimbursement for expenses not to exceed the amount of \$35,000 in support of the following:

- Cost of attending the 2-day Deep Dive Session
- On-going professional learning community meetings
- Needed instructional materials and supplies



Karen Huffines
Director of Elementary Programs
Rocklin Unified School District



Susan O'Hara
Executive Director
REEd at UC Davis

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Spring View Middle School Overnight Field Trip to Fort Bragg, California

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 7th grade class at Spring View Middle School would like to attend the Pacific Environment Educational Camp in Fort Bragg, California. We will travel to Fort Bragg, California on April 4, 2016 and return on April 8, 2016. While at the Pacific Environment Educational Camp, students will participate in activities that address the 7th grade common core standards.

Status:

Staff is requesting approval for Spring View Middle School's 7th grade field trip to Fort Bragg, California for approximately 60 students and 10 adult chaperones. The trip is scheduled for April 4, 2016 – April 8, 2016.

Presenter(s):

Elisabeth Davidson, Principal

Financial Impact:

Current year: \$290.00 per student
Future years: NA
Funding source: Fundraising, parent/student contributions, donations and scholarships

Materials/Films:

None

Other People Who Might Be Present:

Katherine Axiak, Spring View Middle School 7th Grade Teacher

Allotment of Time:

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

Packet Information:

None

Recommendation:

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

Submitted by: Kath M. Axiak Date: 8 Dec 2015
Approved by Site Administrator: ED Davidson Date: 12/0/15
Approved by Superintendent or Designee: [Signature] Date: 12-18-15

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revisions to Administrative Regulation 4112.23 – Special Education Staff

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 4112.23 – Special Education Staff (revised)

Regulation updated to delete outdated section on "Teachers of Students with Autism" and to update the credentials and added authorizations available from the Commission on Teacher Credentialing which authorize instruction in special education and related services. Regulation also adds material related to the emergency permit for resource specialists, the provisional internship permit and short-term staff permit, credential waivers, qualifications of employees providing related services, professional development, and induction programs.

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:

Administrative Regulation – Special Education Staff

Recommendation:

Staff recommends approval of the revisions to Administrative Regulation 4112.23 – Special Education Staff

Rocklin USD

Administrative Regulation

Special Education Staff

AR 4112.23
Personnel

Qualifications/Assignment of Special Education Teachers

Any teacher assigned to serve students with disabilities shall possess a credential ~~that or other authorizes authorization issued by the Commission on Teacher Credentialing (CTC) that specifically authorizes~~ him/her to teach students with the primary disability ~~of the students~~ within the program placement recommended in the student's individualized education program (IEP). (5 CCR 80046.51 – 80048.9.4)

(cf. 4112.2 - Certification)
(cf. 4113 - Assignment)
(cf. 6159 - Individualized Education Program)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

Special education teachers who teach core academic subjects shall possess the qualifications required by the No Child Left Behind Act. (20 USC 1401, 6319, 7801; 34 CFR 200.55-200.57, 300.18; 5 CCR 6100-6126)

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)

The district may employ a person with an appropriate district internship credential to provide classroom instruction to students with disabilities, provided he/she has met the subject matter requirement specified in Education Code 44325 and receives guidance, supervision, and professional development through an established district intern program. (Education Code 44325, 44326, 44830.3)

(cf. 4112.21 - Interns)

The Superintendent or designee may request ~~that the Commission on Teacher Credentialing (CTC) to~~ issue a special education limited assignment teaching permit to authorize a qualified special education teacher, with his/her written consent, to serve outside the specialty area of his/her credential. ~~In so doing, the district shall submit a Declaration of the Need for Fully-qualified Educators that satisfied the requirements of 5 CCR 80026.~~—If the teacher has not yet obtained permanent status, the Superintendent or designee shall assign one or more experienced educators in the special education subject area(s) of the permit, who have at least three years of full-time teaching experience in each of the subject area(s) of the permit, to provide guidance and

assistance to the permit holder.
(5 CCR 80026, 80027.1)

As needed, the district may apply to the CTC for an emergency permit for resource specialist services pursuant to 5 CCR 80023.2 and 80024.3.1.

When requesting either a limited assignment teaching permit or an emergency resource specialist permit, the Superintendent or designee shall submit a Declaration of Need for Fully Qualified Educators that satisfies the requirements of 5 CCR 80026 and has been approved by the Board at a regularly scheduled Board meeting. (5 CCR 80026)

If there is a need to immediately fill a classroom vacancy or a suitable credentialed teacher cannot be found after a diligent search, the Superintendent or designee may, as appropriate, apply to the CTC for a short-term staff permit pursuant to 5 CCR 80021, a provisional internship permit pursuant to 5 CCR 80021.1, or, as a last resort, a credential waiver.

Individuals providing related services to students with disabilities, including developmental, corrective, and other supportive and related services, shall meet the applicable qualifications specified in 5 CCR 3051-3051.24. (5 CCR 3051; 34 CFR 300.34, 300.156)

(cf. 3312 - Contracts)
(cf. 3600 - Consultants)

The Superintendent or designee shall provide ongoing professional development as needed to assist special education staff in updating and improving their knowledge and skills.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Whenever a candidate for a clear education specialist credential is employed by the district, the Superintendent or designee shall, within 60 days of employment, collaborate with the candidate and, as applicable, with the college or university to develop an individualized induction plan including supported induction and job-related course of advanced preparation. (5 CCR 80048.8.1)

(cf. 4131.1 - Teacher Support and Guidance)

~~The district may employ a person with an appropriate district internship credential to provide classroom instruction to students with disabilities, provided he/she has met the subject matter requirement specified in Education Code 44325 and receives guidance, supervision, and professional development through an established district internship program. (Education Code 44325, 44326, 44830.3)~~

~~(cf. 4112.21— Interns)~~

Resource Specialists

The ~~district's duties of~~ resource specialists ~~program~~ shall ~~include provide~~, but not be limited to: (Education Code 56362; 5 CCR 80070.5)

1. ~~Resource specialist(s) to provide~~Providing instruction and services for students with disabilities whose needs have been identified in an IEP ~~and who are assigned to regular classroom teachers for a majority of the school day~~

~~A student shall not be enrolled in a resource specialist program for a majority of a school day without approval by the student's IEP team~~

2. Conducting educational assessments

3. ~~Information~~Providing information and assistance for students with disabilities and their parents/guardians

34. Provide ~~C~~consultation, resource information, and material regarding students with disabilities to ~~their parents/guardians and regular education~~ staff members in the regular education program and the students' parents/guardians

45. Coordination of special education services with the regular school programs for each student with disabilities enrolled in the resource specialist program

56. ~~Monitoring of~~ student progress on a regular basis, ~~participation~~participating in the review and revision of IEPs as appropriate, and ~~referral of~~referring students who do not demonstrate ~~sufficient~~appropriate progress to the IEP team

67. ~~At the secondary school level, emphasis on~~Providing services for secondary students that emphasize academic achievement, career and vocational development, and preparation for adult life

Any student who receives resource specialist services shall be assigned to regular classroom teacher(s) for a majority of the school day, unless his/her IEP team approves enrollment in the resource specialist program for a majority of the school day. (Education Code 56362; 5 CCR 80070.5)

Resource specialists shall not simultaneously be assigned to serve as resource specialists and to teach regular classes. (Education Code 56362)

The district's resource specialist ~~program~~ shall be under the direction of a resource specialist who possesses the qualifications specified in Education Code 56362 ~~and 5 CCR 80070.8~~. (~~Education Code 56362~~)

Caseloads

The Superintendent or designee shall ensure that caseloads for special education teachers are within the maximum caseloads established by law, the collective bargaining agreement, and/or the comprehensive plan of the Special Education Local Plan Area (SELPA) in which the district participates.

(cf. 0430 - Comprehensive Local Plan for Special Education)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4141/4241 - Collective Bargaining Agreement)

No resource specialist shall have a caseload which exceeds 28 students. As necessary and with the agreement of the resource specialist, the Governing Board may request a waiver from the State Board of Education to increase the caseload to no more than 32 students, provided that an individual resource specialist does not have a caseload exceeding 28 students for more than two school years and has the assistance of an instructional aide at least five hours daily during the period of the waiver. (Education Code 56362, 56362.1; 5 CCR 3100)

(cf. 1431 - Waivers)

The average caseload for language, speech, and hearing specialists shall not exceed 55 cases, unless the SELPA plan specifies a higher average caseload and states the reasons for the higher average caseload. The maximum caseload for speech and language specialists exclusively serving children with disabilities age 3-5 years shall not exceed 40. (Education Code 56363.3, 56441.7)

Teachers of Students with Autism

A teacher may be assigned to provide instruction to students with autism if he/she meets the qualifications described above in the section entitled "Qualifications/Assignment of Special Education Teachers."

In addition, a teacher whose education specialist credential or other previously issued credential authorizes him/her to provide instruction to students with mild and moderate disabilities may be assigned to provide instruction to students with autism, provided that the teacher consents to the assignment and satisfies either of the following criteria prior to the assignment: (Education Code 44265.1)

1. — He/she has provided full time instruction for at least one year prior to September 1, 2007, in a special education program that serves students with autism in accordance with their IEP and received a favorable evaluation or recommendation from the district or school to teach students with autism.
2. — He/she has completed a minimum of three semester units of coursework in the subject of autism offered by a regionally accredited institution of higher education.

~~(cf. 5148.3—Preschool/Early Childhood Education)~~

~~The Superintendent or designee shall report teacher assignments under the criteria specified in items #1 and #2 above to the county office of education as part of the annual assignment monitoring pursuant to Education Code 44258.9. (Education Code 44265.1)~~

~~Verification of experience or coursework for any teacher of autistic students shall be maintained on file in the district or school office. (Education Code 44265.1, 44265.2)~~

Legal Reference:

EDUCATION CODE

8264.8 Staffing ratios

44250-44279 Credentials, especially:

44256 Credential types, specialist instruction

44258.9 Assignment monitoring

44265-44265.99 Special education credential

44325-44328 District interns

44830.3 District interns, supervision and professional development

56000-56865 Special education, especially:

56195.8 Adoption of policies

56361 Program options

56362-56362.5 Resource specialist program

56363.3 Maximum caseload; language, speech, and hearing specialists

56440-56441.7 Programs for individuals between the ages of three and five years; caseloads

~~56441.7—Maximum caseload; language, speech, and hearing specialists serving children ages 3-5~~

CODE OF REGULATIONS, TITLE 5

3051.1-3051.24 Staff qualifications to provide related services to students with

disabilities~~3051.1—Language, speech and hearing development and remediation; appropriate credential~~

3100 Waivers of maximum caseload for resource specialists

6100-6126 Teacher qualifications, No Child Left Behind Act

80021 Short-term staffing permit

80021.1 Provisional internship permit

80025.4 Substitute teaching, special education

80026 Declaration of need for fully qualified educators

80027.1 Special education limited assignment teaching permit

80046.1 Adapted physical education specialist

80046.5 Credential holders authorized to serve students with disabilities

80047-80047.9 Credentials to provide instructional services to students with disabilities

80048-80048.9.3—4 Credential requirements and authorizations

80070.1-80070.8—6 Resource specialists certificate of competence

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act, especially:

1401 Definition of highly qualified special education teacher

6319 Highly qualified teachers

7801 Definitions, highly qualified teacher

CODE OF FEDERAL REGULATIONS, TITLE 34

200.55-200.57 Highly qualified teachers

300.8 Definition of autism

300.18 Highly qualified special education teachers

300.156 Special education personnel requirements

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Handbook on Developing and Implementing Early Childhood Special Education Programs and Services, 2001~~

~~COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE~~

~~10-15 Alternative Route to Provide Special Education Services to Students with Autism, September 7, 2010~~

~~10-13 Approval of Title 5 Regulations Pertaining to Special Education Services Credentials, July 21, 2010~~

~~10-12 Approval of Title 5 Regulations Pertaining to Special Education Teaching Credentials Requirements, July 21, 2010~~

~~09-16 Approval of Additions to Title 5 Regulations Pertaining to Added Authorizations in Special Education, July 23, 2009~~

~~09-15 Approval of Amendments to Title 5 Regulations Pertaining to General and Special Education Limited Assignment Teaching Permits, July 23, 2009~~

~~08-13 Alternative Route to Provide Special Education Services to Students with Autism Ages Three and 4, October 9, 2008~~

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Special Education Teaching and Services Credentials, Added Authorizations in Special Education, and Limited Assignment Permits for California Prepared Teachers: Frequently Asked Questions, May 26, 2014

Education Specialist Teaching and Other Related Services Credential Program Standards, 2012

~~Education Specialist Teaching and Other Related Services Credential Program Standards, September 2010~~

WEB SITES

California Association of Resource Specialists and Special Education Teachers:

<http://www.carsplus.org>

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

California Speech-Language-Hearing Association: <http://www.csha.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

National Association of Special Education Teachers: <http://www.naset.org>

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT
~~approved~~Approved: July 20, 2011 Rocklin, California
Revised: January 20, 2016

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revisions to Administrative Regulations AR 4119.11, AR 4219.11 and AR 4319.11 – Sexual Harassment

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 4119.11 – Sexual Harassment (revised)

AR 4219.11 – Sexual Harassment (revised)

AR 4319.11 – Sexual Harassment (revised)

Regulations revised to clarify that the AR is mandated pursuant to state law and to reflect new law (AB 2053, 2014) which adds prevention of abusive conduct to the contents of sexual harassment training required for supervisory employees. Regulation also reflects state law providing that the conduct need not be motivated by sexual desire in order to constitute sexual harassment. References to Title 2 regulations updated to reflect recent renumbering.

The current training provided is compliant with the changes in the law. These recommended changes to the Administrative Regulations are to reflect the recent changes.

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:

Revisions to Administrative Regulations 4119.11, AR 4219.11, AR 4319.11 – Sexual Harassment

Recommendation:

Staff recommends approval of the revisions to Administrative Regulations 4119.11, 4219.11, 4319.11 – Sexual Harassment.

Rocklin USD

Administrative Regulation

Sexual Harassment

AR 4119.11

Personnel

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; [Government Code 12940](#); 5 CCR 4916)

1. Submission to the conduct is made ~~explicitly~~**expressly** or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work or has the purpose or effect of creating an intimidating, hostile, or offensive work environment. **Regardless of whether or not the alleged harasser was motivated by sexual desire, if** the conduct is sufficiently severe, persistent, pervasive, or objectively offensive so as to create a hostile or abusive working environment or to limit the individual's ability to participate in or benefit from an education program or activity.
4. Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting him/her regarding benefits, services, honors, programs, or activities available at or through the district.

Other examples of actions that might constitute sexual harassment, whether committed by a supervisor, a co-worker, or a non-employee, in the work or educational setting, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors
2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit e-mails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

~~Prohibited sexual harassment may also include any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.~~

Training

~~Every two years, t~~The Superintendent or designee shall ensure that ~~supervisory~~all employees receive the district's sexual harassment policies when hired and periodically thereafter. Such training shall include the procedures for reporting and/or filing complaints involving an employee, employees' duty to use the district's complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4031 - Complaints Concerning Discrimination in Employment)

(cf. 5145.7 - Sexual Harassment)

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted ~~supervisory~~ employees shall receive training within six months of their assumption of the ~~supervisory~~new position. (Government Code 12950.1)

A supervisory employee is any employee with the authority to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or to effectively recommend such action.

The district's sexual harassment training and education program for supervisory employees shall include the provision of: information and practical guidance regarding the federal and state statutory law on the prohibition against and the prevention and correction of sexual harassment, and the remedies available to the victims of sexual harassment in employment. The training shall also include all of the content specified in 2 CCR 7288.0 and practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation. (Government Code 12950.1; 2 CCR ~~7288.0~~11023)

1. Information and practical guidance regarding the federal and state statutory law on the prohibition against and the prevention and correction of sexual harassment, and the remedies available to the victims of sexual harassment in employment. The training shall also include all of the content specified in 2 CCR 7288.0 and practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation.

2. Practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation

3. A component on the prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance

4. A copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received

5. All other contents of mandated training specified in 2 CCR 11023

~~In addition, t~~The Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11023)

~~ensure that all employees receive periodic training regarding the district's sexual harassment policy, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures.~~

Notifications

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted

2. Be provided to ~~each faculty member, all members of the administrative staff, and all members of the support staff~~ every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired

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

3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

All employees shall receive either a copy of information sheets prepared by the California Department of Fair Employment and Housing (DFEH) or a copy of district information sheets that contain, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment

2. The definition of sexual harassment under applicable state and federal law

3. A description of sexual harassment, with examples

4. The district's complaint process available to the employee

~~(cf. 4031—Complaints Concerning Discrimination in Employment)~~

5. The legal remedies and complaint process available through the DFEH and the Equal Employment Opportunity Commission (EEOC)

6. Directions on how to contact the DFEH and the EEOC

7. The protection against retaliation provided by 2 CCR ~~7287.811021~~ for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, DFEH's poster on discrimination in employment and the illegality of sexual harassment. (Government Code 12950)

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT

approved: August 6, 2008 Rocklin, California

Revised: January 20, 2016

Rocklin USD

Administrative Regulation

Sexual Harassment

AR 4219.11
Personnel

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; [Government Code 12940](#); 5 CCR 4916)

1. Submission to the conduct is made ~~explicitly~~**expressly** or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work or has the purpose or effect of creating an intimidating, hostile, or offensive work environment. **Regardless of whether or not the alleged harasser was motivated by sexual desire,** ~~the~~ conduct is sufficiently severe, persistent, pervasive, or objectively offensive so as to create a hostile or abusive working environment or to limit the individual's ability to participate in or benefit from an education program or activity.
4. Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting him/her regarding benefits, services, honors, programs, or activities available at or through the district.

Other examples of actions that might constitute sexual harassment, whether committed by a supervisor, a co-worker, or a non-employee, in the work or educational setting, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors
2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit e-mails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

~~Prohibited sexual harassment may also include any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.~~

Training

~~Every two years, ~~†~~The Superintendent or designee shall ensure that all employees~~supervisory employees~~ receive at least two hours of classroom or other effective interactive training regarding the district's sexual harassment policies when hired and periodically thereafter, and education regarding sexual harassment. Such training shall include the procedures for reporting and/or filing complaints involving an employee, employees' duty to use the district's complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee.~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

~~(cf. 4031 - Complaints Concerning Discrimination in Employment)~~

~~(cf. 5145.7 - Sexual Harassment)~~

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted ~~supervisory~~ employees shall receive training within six months of their assumption of the ~~supervisory~~new position. (Government Code 12950.1)

A supervisory employee is any employee with the authority to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or to effectively recommend such action.

The district's sexual harassment training and education program for supervisory employees shall include the provision of information and practical guidance regarding the federal and state statutory law on the prohibition against and the prevention and correction of sexual harassment, and the remedies available to the victims of sexual harassment in employment. ~~The training shall also include all of the content specified in 2 CCR 7288.0 and practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation.~~ (Government Code 12950.1; 2 CCR ~~7288.0~~11023)

1. Information and practical guidance regarding the federal and state law on the prohibition against and the prevention and correction of sexual harassment, and the remedies available to the victims of sexual harassment in employment

2. Practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation.

3. A component on the prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance

4. A copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received

5. All other contents of mandated training specified in 2 CCR 11023

~~In addition, the Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11023)~~

~~ensure that all employees receive periodic training regarding the district's sexual harassment policy, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures.~~

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

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2. The definition of sexual harassment under applicable state and federal law

3. A description of sexual harassment, with examples

4. The district's complaint process available to the employee

~~(cf. 4031—Complaints Concerning Discrimination in Employment)~~

5. The legal remedies and complaint process available through the DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact the DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 7287.8 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, DFEH's poster on discrimination in employment and the illegality of sexual harassment. (Government Code 12950)

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT
approved: August 6, 2008 Rocklin, California
Revised: January 20, 2016

Rocklin USD

Administrative Regulation

Sexual Harassment

AR 4319.11
Personnel

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1. Submission to the conduct is made explicitly~~expressly~~ or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work or has the purpose or effect of creating an intimidating, hostile, or offensive work environment. Regardless of whether or not the alleged harasser was motivated by sexual desire, ~~the~~ conduct is sufficiently severe, persistent, pervasive, or objectively offensive so as to create a hostile or abusive working environment or to limit the individual's ability to participate in or benefit from an education program or activity.
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~~(cf. 1312.3 - Uniform Complaint Procedures)~~

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~~Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted employees shall receive training within six months of their assumption of the new position. (Government Code 12950.1)~~

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~~All newly hired or promoted supervisory employees shall receive training within six months of their assumption of the supervisory position. (Government Code 12950.1)~~

The district's sexual harassment training and education program for supervisory employees shall include ~~the provision of: information and practical guidance regarding the federal and state statutory law on the prohibition against and the prevention and correction of sexual harassment, and the remedies available to the victims of sexual harassment in employment. The training shall also include all of the content specified in 2 CCR 7288.0 and practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation.~~ (Government Code 12950.1; 2 CCR 7288.0)

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6. Directions on how to contact the DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 7287.811021 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, DFEH's poster on discrimination in employment and the illegality of sexual harassment. (Government Code 12950)

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT
approved: August 6, 2008 Rocklin, California
Revised: January 20, 2016

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 8.1
ACTION
January 20, 2016

BOARD AGENDA BRIEFING

SUBJECT: Accept 2014-15 Audit Report
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

Gilbert Associates, Inc. performed the annual independent financial audit for the school district as required by education code. Their staff performed interim auditing procedures at the district during May and returned to perform final auditing procedures in October. A draft of the financial statements was received and reviewed by staff. The Audit Committee met on December 10th and reviewed the financials and management comments.

Status:

The final audit report is presented tonight and has been forwarded to the State Controller's Office, as required.

Presenter:

Barbara L. 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:

Peggy VandeVooren, Gilberts Associates, Inc.

Allotment of Time:

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

Packet Information:

A copy of the final audit report is included in the board's packet under separate cover. This report is available to the public by calling Business Services at (916) 630-2234.

Recommendation:

Staff recommends the Board accept the final 2014-15 Audit Report.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve or Deny Rocklin Academy II Petition for Renewal

DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

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

Status:

Trustees held a public hearing during its regular meeting on November 18, 2015. District staff and legal counsel have reviewed the charter petition renewal submitted and will make a presentation on the recommended findings of fact at the Board meeting.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

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

Materials/Films:

None

Other People Who Might Present:

Robin Stout, Interim Superintendent, Rocklin Academy Family of Schools

Allotment of Time:

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

Packet Information:

Findings of Fact will be sent under separate cover to the Board.

Recommendation:

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

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Expenditure Plan for California State Budget One-Time Funding for Education

DEPARTMENT: Office of the Deputy Superintendent, Business and Operations

Background:

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. The 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.

Status:

At the October 21 and November 18, 2015 Governing 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.

Presenter(s):

Barbara Patterson, Deputy Superintendent, Business & Operations
Kathy Pon, Deputy Superintendent, Educational Services

Financial Impact:

Current year: Unrestricted: est. \$5,679,937 General Fund (Fund 01)
Future years: \$0
Funding source: State of CA

Materials/Films:

One time revenue and expenditure plan.

Other People Who Might Be Present:

Martin Flowers, Director, Secondary Programs & School Leadership
Karen Huffines, Director, Elementary Programs & School Leadership
Mike Fury, Chief Technology Officer
Craig Rouse, Senior Director, Facilities & Operations
Tammy Forrest, Director of Special Education

Allotment of Time:

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

Packet Information:

PowerPoint presentation of the California State Budget 2015-16 One Time Funds' Expenditure Proposals

Recommendation:

Staff recommends Board approval of the expenditure plan for use of one time Mandated Cost Reimbursement funds.

ONE TIME CALIFORNIA STATE ONE TIME FUNDING FOR EDUCATION

Rocklin Unified School District
Board of Trustees Meeting
January 20, 2016

Presented by

Barbara Patterson, Deputy Superintendent, Business & Operations
Kathleen Pon, Deputy Superintendent, Educational Services



One Time Revenue

- **Mandated Cost Reimbursement Funding**
 - Approx \$529 per 2014-15 P-2 ADA
 - Unrestricted, Discretionary

RUSD	\$5,679,937
------	-------------

Process Development, Three Year Plan for Use of Funds based on Long Term Plans

- District & Site Strategic Plans
- LCAP development and update
- Five year Facilities Master Plan update
- Instructional Materials Adoption Plan
- Three year Professional Development Plan
- Ongoing Technology Replacement and Enhancement Plan
- Emergency Response Plan

Areas Addressed

- Professional development
- Technology replacement and enhancement
- Site strategic planning start up funds
- Transportation, music equipment
- Emergency response
- Mental health services

Professional Development

- **Professional development will be provided according to:**
 - RUSD 2015-2018 Professional Development Plan
 - Including:
 - LCAP Goals
 - RETT Goals
 - RUSD Strategic Plan
 - Special Education Study

\$637,544

Technology Replacement and Enhancement

➤ **Three year plan**

➤ Complete Replacement Plan Acceleration, Phases 2-5

➤ Replaces all computers 8 years or older, 5 high-end labs, and eliminates Windows XP

➤ Modernize printer fleet, digital classrooms, network, and data center

➤ Completes WiFi Plan, Phase 5

\$3,630,393

Other One Time Needs

- **Seed money to implement school site Strategic Plans: \$540,000**

Elementary Schools, Continuation H.S.	\$	30,000
Middle Schools	\$	40,000
High Schools	\$	50,000

- **Music program – K-12 equipment and uniform replacement and repairs - \$150,000**
- **Emergency Response Plan implementation: \$47,000**
 - **Classroom and communication supplies and equipment**
- **School bus replacement: \$450,000**
 - **Three buses (two 1995 buses, one 1996 bus, all with more than 250,000 miles)**

Mental Health Needs and Funding

- Use “\$75,000 seed funds” to purchase direct services from County Offices/non profit agencies and employ part time Student Intern Support Technicians at pilot sites, through June 2016.
 - Costs include training and oversight by a licensed therapist, with on-site supervision by site principal
 - Student Assistants work with students, facilitating social skills groups, and helping students with anxiety, stress and/or relationship issues that interfere with learning
 - Assist site teams with PBIS implementation and support
- Hire a district licensed professional and contract with non-profits and universities to build intern capacity of this program for 2016-2017 (estimated \$150,000).
 - Collect data on students served, and success of program including student grades, discipline, parent, teacher and student perceptions
- Report to the Board about success of initiative and propose any modifications and ongoing costs for Year 3

Proposed Three Year Expenditure Plan for 1x Unrestricted Funding – General Fund

Proposed Expenditures	Total Projected Costs	2015-16	2016-17	2017-18
Professional Development	\$ 637,544	\$ 298,000	\$ 169,772	\$ 169,772
Tech Replacement & Enhancement Plan augmentation	\$ 3,630,393	\$ 1,295,677	\$ 1,167,358	\$ 1,167,358
Seed money for sites' strategic plan implementation	\$ 540,000	\$ 400,000	\$ 140,000	
Music program K-12- equipment & uniform replacement	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000
Emergency Response Plan – implementation costs	\$ 47,000	\$ 47,000		
School bus replacement (3)	\$ 450,000	\$ 135,000	\$ 180,000	\$ 135,000
Mental Health Services	\$ 225,000	\$ 75,000	\$ 150,000	
TOTAL	\$ 5,679,937	\$ 2,300,677	\$ 1,857,130	\$ 1,522,130

Next Steps

- Annually evaluate and revise expenditure plan as needed
- Update Board on expenditure plan results and revisions

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: 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

DEPARTMENT: Office of the Senior Director, Facilities, Maintenance and Operations

Background:

At the December 16, 2015 Board Meeting, the Board approved Resolution No. 15-16-11, a Resolution of Intention to Receive a Sewer Easement from John Mourier Construction, Inc. as required by California Education Code section 17557, and establish January 20, 2016 as a public hearing to receive community input.

Status:

Notice of Public Haring has been posted as required and Public Hearing has been held.

Presenter:

Craig Rouse, Senior Director, Facilities, Maintenance and Operations

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

Declaration of Posting, Resolution 15-16-12, and Exhibit A Grant of Sewer Easement, Exhibit B Map of Portion of Parcel 2

Recommendation:

Staff recommends Board hold a public hearing and adoption of Resolution No. 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.

**DECLARATION OF POSTING
ROCKLIN UNIFIED SCHOOL DISTRICT**

GRANT OF SEWER EASEMENT

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, California. On the dates and places shown below, I posted the **GRANT OF SEWER EASEMENT** by placing a copy thereof in the following public places:

Date of Posting

Place Posted

December 17, 2015

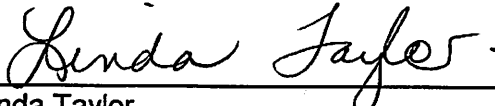
District Office
2615 Sierra Meadows Drive
Rocklin, CA 95677

Rocklin Elementary School
5025 Meyers Street
Rocklin, CA 95765

Rocklin High School
5301 Victory Lane
Rocklin, CA 95765

I, Linda Taylor, certify under penalty of perjury that the foregoing is true and correct.

Executed on this 17th day of December 2015, at Rocklin, California.



Linda Taylor

RESOLUTION NO. 15-16-12

**BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT**

**In the Matter of: RESOLUTION TO RECEIVE A
SEWER EASEMENT LOCATED AT LOT C AND
FENWAY CIRCLE NORTH FROM JOHN MOURIER
CONSTRUCTION, INC. TO THE ROCKLIN UNIFIED
SCHOOL DISTRICT**

The following RESOLUTION was duly adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 20th day of January, 2016 by the following vote on roll call:

AYES:

NOES:

ABSENT:

Signed and approved by me after its passage.

President, Board of Trustees

ATTEST:

Clerk, Board of Trustees

WHEREAS, John Mourier Construction, Inc. is the owner of certain real property known as Lot C and Fenway Circle North located in the City of Rocklin, Placer County, California;

WHEREAS, it is necessary to receive a Sewer Easement from John Mourier Construction, Inc. for the purposes of ingress and egress rights to access said easement on the certain real property as identified as Exhibit A;

WHEREAS, John Mourier Construction, Inc. wishes to establish a Sewer Easement with ingress and egress rights and intends to grant said easement to the Rocklin Unified School District;

WHEREAS, pursuant to California Education Code section 17557, the Board of Trustees (“the Board”) previously declared its intention to dedicate or convey real property, including the granting of easements, and established a time not less than 10 days thereafter for a public hearing to receive public input regarding the dedication or conveyance;

WHEREAS, this Board conducted a public hearing on January 20, 2016, prior to the reading of this resolution, during which the Board received and considered comments regarding the receiving of a Sewer Easement located at Lot C and Fenway Circle in the City of Rocklin to the Rocklin Unified School District.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board finds that:

1. The above recitals are true and correct.
2. The Board does intend to receive a Sewer Easement located at Lot C and Fenway Circle North in the City of Rocklin as described in Exhibit A, to the Rocklin Unified School District.

Recording Requested By
And Return To:

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

EXHIBIT "A"

Attention: Craig Rouse
Senior Director Facilities,
Maintenance & Operations

APN: 045-011-024

GRANT OF SEWER EASEMENT

JOHN MOURIER CONSTRUCTION, INC., A CALIFORNIA CORPORATION, ("GRANTOR"), does hereby GRANT to the ROCKLIN UNIFIED SCHOOL DISTRICT (the "DISTRICT"), a perpetual non-exclusive easement to repair, maintain and replace sanitary sewer facilities located within that portion of GRANTOR'S property located in the City of Rocklin, County of Placer, State of California, as more particularly described and shown in Exhibits "A" and "B", attached hereto and incorporated by reference herein.

The GRANTOR(s), its successors and assigns agree that:

1. As a part of its subdivision improvements, GRANTOR will be constructing the sewer facilities shown on the subdivision improvement plans for Subdivision No. 2013-03 Parklands North approved by the City. The sewer facilities will be located in, across and under Lot C and Fenway Circle North, as shown on the Final Map of Parklands North, filed in Book ___ of Maps, at Page ___, Placer County Records (the "Final Map"), and shall terminate on the North boundary line of Lot C.
2. The DISTRICT shall have the right to use the sewer facilities constructed by GRANTOR to transport effluent from DISTRICT's Property to the public sanitary sewer system within in Fenway Circle North.
3. From and after the date the City accepts the subdivision improvements constructed by GRANTOR pursuant to the subdivision improvement plans, DISTRICT shall have the right to maintain, repair and replace the sewer facilities constructed by GRANTOR.
4. The DISTRICT, at its sole cost and expense, shall comply with all requirements of the South Placer Municipal Utility District pertaining to the connection to and use of the sewer facilities constructed by GRANTOR and the public sanitary sewer system.
5. The GRANTOR does hereby grant to the DISTRICT, ingress and egress rights to access said easement for maintenance purposes over Fenway Circle (i.e., Lot G) as shown on the Final Map. Once the City has accepted the subdivision improvements, GRANTOR shall

not thereafter allow any obstructions on Lot C which may impede or interfere with the DISTRICT'S use of or access to said easement.

6. The DISTRICT shall have the right, but not the obligation to cut, trim, remove trees, brush, and/or remove other unauthorized obstructions on Lot C which may impede or interfere with the DISTRICTS use of the easement. So long as the DISTRICT uses reasonable care in exercising its rights under this Paragraph 4, DISTRICT shall not be liable for damage to the trees, brush and/or other unauthorized obstructions cut trimmed and/or removed pursuant to this Paragraph 5.
7. Except as otherwise provided in Paragraph 54 above, the DISTRICT shall be liable for any all damage to GRANTOR(s) landscaping, roadway and other improvements resulting from the DISTRICT's exercise of its rights under this easement.
8. All provisions of this easement, including the benefits and burdens, run with the land and are binding upon and inure to the GRANTOR(s), the DISTRICT, and their heirs, assigns, successors, tenants and personal representatives.
9. Signator for GRANTOR(s) warrant that it has the legal authority to bind the party hereto and GRANTOR(s) warrant that it may legally grant the rights described herein.

Dated: _____, 2015

JOHN MOURIER CONSTRUCTION, INC., A CALIFORNIA CORPORATION,

By: _____

Print Name: _____

Title: _____

ROCKLIN UNIFIED SCHOOL DISTRICT,

By: _____

Print Name: _____

Title: _____

EXHIBIT "A"
LEGAL DESCRIPTION
SEWER EASEMENT

ALL THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF ROCKLIN, COUNTY OF PLACER, AND STATE OF CALIFORNIA, BEING A PORTION OF PARCEL 2 AS SHOWN ON PARCEL MAP OF "AMENDED DEL MAR BUSINESS PARK", FILED IN BOOK 34 OF PARCEL MAPS, AT PAGE 137, PLACER COUNTY RECORDS, AND BEING A STRIP OF LAND 16 FEET IN WIDTH WHICH THE CENTERLINE IS DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTH LINE OF SAID PARCEL 2 FROM WHICH THE NORTHEAST CORNER OF SAID PARCEL 2 BEARS SOUTH 89°55'50" EAST, A DISTANCE OF 157.39 FEET, THENCE LEAVING SAID NORTH LINE SOUTH 00°04'10" WEST, A DISTANCE OF 45.00 FEET TO A POINT OF TERMINATION.

THE SIDELINES OF SAID EASEMENT SHALL BE LENGTHENED OR SHORTENED TO TERMINATE AT THE NORTH LINE OF SAID PARCEL 2.

CONTAINING A TOTAL AREA OF 720 SQUARE FEET, MORE OR LESS.

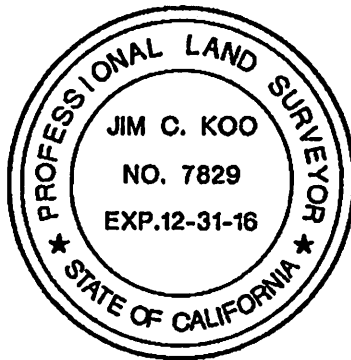
THE ATTACHED PLAT ENTITLED "EXHIBIT B" IS MADE A PART OF THIS LEGAL DESCRIPTION.

END OF DESCRIPTION

THIS DESCRIPTION WAS PREPARED BY ME OR UNDER MY DIRECTION PURSUANT TO THE REQUIREMENTS OF THE PROFESSIONAL LAND SURVEYOR'S ACT.

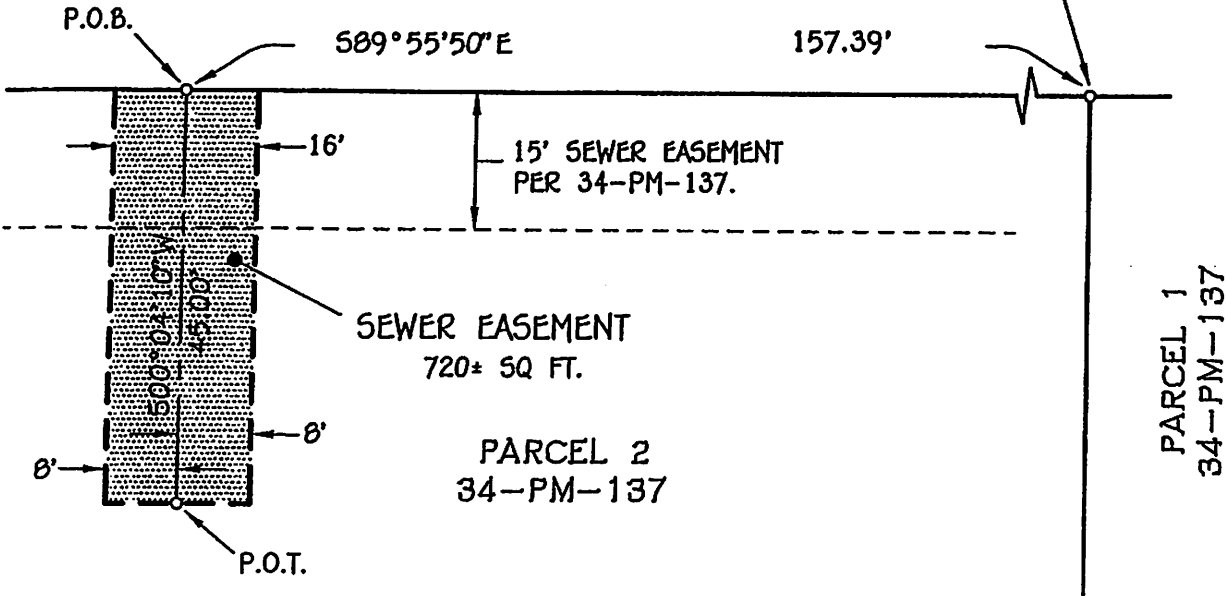
J. C. Koo

WRITTEN BY: JIM C. KOO, P.L.S. 7829
EXP. DATE: DECEMBER 31, 2016
DATE PREPARED: JUNE 25, 2015



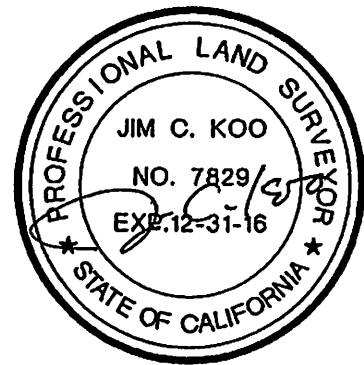
ROCKLIN UNIFIED SCHOOL DISTRICT
 DOC# 2002-0075370

NORTHEAST CORNER OF
 PARCEL 2, 34-PM-137



LEGEND:

P.O.B. POINT OF BEGINNING
 P.O.T. POINT OF TERMINATION



**BURRELL
 CONSULTING
 GROUP, INC.**
 1001 Enterprise Way, Suite 100
 Roseville, CA 95678 (916) 783-8898

EXHIBIT "B"
 PORTION OF PARCEL 2
 34-BM-137
SEWER EASEMENT

DRAWN BY: MJ	CHECKED BY: JCK
DATE: 6-25-2015	
REVISED:	
SCALE: 1"=20'	
JOB NO. 1831-00-1090	

CITY OF ROCKLIN

CALIFORNIA

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revised Board Policy (BP) 6153 and Administrative Regulation (AR) 6153 – School Sponsored Trips

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Revisions to Board Policy 6153 and Administrative Regulation 6153 on School Sponsored Trips have been made in accordance with California School Boards Association (CSBA) and California *Education Code*.

Status:

This policy was updated to streamline Board actions for routine field trips and to reflect recommended changes by our School Insurance Group (SIG) and our District nurse.

The noted updates to the administrative regulations include: revised criteria for field trips needing Board approval (out of state, excluding Washoe County, Nevada), wording that leaves open any specific emergency medications that may require trained personnel to accompany some students, specification that fingerprinting is needed by all chaperones and that all students will be assigned to a chaperone (including those who have a non-fingerprinted parent who accompanies the student), and the elimination of field trips to private residences for swimming activities.

The attachments in this packet are actual district permission and travel and release forms. These have been revised to add language from California *Education Code* 35330, as advised by SIG. The added clause specifies parent acknowledgement that their signature indicates they have waived all claims against the district for injury, accident, illness or death occurring during or by reason of the field trip or excursion.

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 [X] Action Item [] Information Item

Packet Information:

Revised versions of BP 6153 and AR 6153, School Sponsored Trips
District field trip parent signature forms that have been modified as advised by SIG

Recommendation:

Staff recommends approval of revisions to BP 6153 and AR 6153, School Sponsored Trips

Board Policy

School-Sponsored Trips

BP 6153

Instruction

The Board of Trustees recognizes that school-sponsored trips are an important component of a student's development and supplement and enrich the classroom learning experience. School-sponsored trips may be conducted in connection with the district's course of study or school-related social, educational, cultural, athletic, school band activities, or other extracurricular or cocurricular activities. A field trip to a foreign country may be permitted to familiarize students with the language, history, geography, natural science, and other studies relative to the district's course of study.

(cf. 6143 - Courses of Study)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

Requests for school-sponsored trips involving out-of-state (~~excluding Washoe County, NV~~) ~~out-of-country, or overnight travel~~ shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board. All other school-sponsored trips shall be approved in advance by the principal.

(cf. 3312.2 - Educational Travel Program Contracts)

The principal shall establish a process for approving a staff member's request to conduct a school-sponsored trip. When planning trips, staff shall consider student safety, objectives of instruction, the most effective use of instructional time, the distance from school, district and student expense, and transportation and supervision requirements. Principals may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.

(cf. 3530 - Risk Management/Insurance)

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 5142 - Safety)

(cf. 5143 - Insurance)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

No field trip shall be authorized if any student would be excluded from participation because of a

lack of sufficient funds. The Superintendent or designee shall coordinate with community groups to supply funds for students in need. (Education Code 35330)

(cf. 1230 - School-Connected Organizations)

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 1700 - Relations Between Private Industry and the Schools)

District funds shall not be used to pay student expenses for out-of-state or out-of-country field trips or excursions. However, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of district equipment during the trip, may be paid from district funds. (Education Code 35330)

Legal Reference:

EDUCATION CODE

8760 Authorization of outdoor science and conservation programs

32040-32044 First aid equipment: field trips

35330 Excursions and field trips

35331 Provision for medical or hospital service for pupils (on field trips)

35332 Transportation by chartered airline

35350 Transportation of students

44808 Liability when pupils not on school property

48908 Duties of pupils; authority of teachers

BUSINESS AND PROFESSIONS CODE

17540 Travel promoters

17550-17550.9 Sellers of travel

17552-17556.5 Educational travel organizations

Management Resources:

WEB SITES

American Red Cross: <http://www.redcross.org>

California Association of Directors of Activities: <http://www.cada1.org>

U.S. Department of Homeland Security: <http://www.dhs.gov>

Policy ROCKLIN UNIFIED SCHOOL DISTRICT

Adopted: November 15, 2006 Rocklin, California

Rocklin, California Revised: January 20, 2016

Administrative Regulation

School-Sponsored Trips

AR 6153

Instruction

All planned trips away from school grounds, including athletic trips and outdoor education programs, are subject to this regulation.

~~Field trips will be classified as either minor or major trips.~~

~~A minor field trip is defined as Field trips not requiring approval by the Board of Trustees include travel of students to an activity within California and Washoe County, NV. 150 air miles from Placer County, inside the states of California or Nevada.~~

~~Minor field trip request will be considered and approved or denied by administrative personnel.~~

~~A major field trip is defined as:~~

~~1. Travel of students to an activity located more than 150 air miles from Placer County~~

~~2. Field trips requiring approval by the Board of Trustees include Travel of students to any location outside of California and Washoe County, NV. the continental United States~~

~~3. All overnight field trips regardless of the location/mileage.~~

~~Major field trip requests will be considered and approved or denied by the Board of Trustees.~~

Types of Field Trips

1. Cocurricular field trips are defined as activities that may be associated with the curriculum in a regular classroom. These are outgrowths of classroom activities and serve as valuable supplements to the regular classroom program. They are designed to encourage and/or reinforce classroom instruction and may be funded by the district. Class trips involving short distances by bus or walking are encouraged. ~~whereas trips involving many miles of travel are discouraged.~~

2. Extracurricular field trips are activities which include, but are not limited to, athletic events, cheerleading, and the variety of events sponsored by school clubs and organizations as approved in writing by the Principal. These activities provide students with opportunities to participate in educational, social, and intellectual development of the students. Listed below are examples of the characteristics which define an extracurricular field trip:

- a. The activity is supervised or financed by the school district
- b. Students participating in the activity represent the school district
- c. Students exercise some degree of freedom in either the selection, planning, or control of the activity
- d. The activity includes both preparation for performance and performance before an audience or spectators

An "extracurricular activity" is not part of the regular school curriculum, is not graded, does not offer credit, and does not take place during classroom time.

All field trips must adhere to the District Field Trip Study Guide as well as meet the following criteria and procedural safeguards:

1. The trip is consistent with district educational goals
2. The trip will appeal to the age group of the students involved
3. The trip is safe for the age group of the students
4. The trip will provide the students with unique experiences that are not available in a classroom setting
5. The learning opportunities for students justify the time and expense in planning and conducting the trip
6. The trip does not unduly distract from the students' regular classroom responsibilities
7. The trip is planned and coordinated under the direct supervision of district staff
8. The staff supervisor will provide assurance that no student who otherwise meets the prerequisites established for the field trip will be excluded for lack of sufficient funds
9. The trip will not expose the district to an unreasonable risk of liability

Funding

A field trip may be fully funded by the district; partially funded by the district; or totally financed by a fund-raising event(s), gift(s), or donation(s). The supervisors/organizers will

adhere to all district fund-raising policy and administrative procedure provisions.

No student shall be prevented from making a cocurricular (class curriculum related) field trip or excursion because of lack of sufficient funds. To this end, the Board shall coordinate efforts of community service groups to supply funds for students in need of them. (Education Code 35330) No group or class shall be authorized to take a cocurricular field trip or excursion if any student who is a member of such identifiable group or class will be excluded from participation because of lack of funds. Any student voluntarily participating in an extracurricular (nonclass or curriculum related) field trip or excursion must secure his/her own individual funds, and the extracurricular field trip or excursion shall not be prevented because of lack of funds of an individual student.

Parental Permission

Students must have written parental permission in order to participate in trips requiring transportation. (Education Code 35350) The district shall provide an alternative educational experience for students whose parents/guardians do not wish them to participate in a trip.

Safety and First Aid

1. While conducting a trip, the teacher, employee or agent of the school shall have the school's first aid kit in his/her possession or immediately available. (Education Code 32040, 32041)
2. Whenever trips are conducted in areas known to be infested with poisonous snakes:
 - a. The first aid kit taken on the trip shall contain medically accepted snakebite remedies. (Education Code 32043)
 - b. The trip shall be accompanied by a teacher, employee or agent of the school who has completed a first aid course which is certified by the American Red Cross and which emphasizes the treatment of snakebites. (Education Code 32043)
3. If a student is going on the field trip who might require emergency medication (~~epi-pen~~ ~~glucagon injection, or asthma inhaler~~) or who qualifies for special medical services, the appropriately-trained (~~CPR-Certified~~) staff member, under the supervision of the district nurse, or the student's parent needs to accompany the student on the field trip. The parent cannot be required to go as a prerequisite for the student participating in the field trip. (Education Code 49423.5)
4. Before trips of more than one day, the principal or designee shall hold a meeting for staff, parents/guardians and students to discuss safety and the importance of safety-related rules for the trip. For non certificated adults who will assist in supervising students on the trip, the principal

or designee may also hold a meeting to explain how to keep appropriate groups together and what to do if an emergency occurs.

Supervision

1. Students on approved trips are under the jurisdiction of the Board and subject to school rules and regulations.
2. Teachers or other certificated personnel shall accompany students on all trips and shall assume responsibility for their proper conduct.
3. Before the trip, teachers shall provide any adult chaperones who may accompany the students with clear information regarding their responsibilities.
4. Chaperones shall be 18 years of age or older, excluding currently enrolled juniors and seniors in Rocklin Unified School -District who have been cleared by the site principal or designee. All chaperones who are to supervise students and may be alone with such students shall have fingerprint clearance as outlined in Administrative Procedure 7101 (School Volunteer Assistance).
5. Chaperones shall be assigned a prescribed group of students and shall be responsible for the continuous monitoring of these students' activities. Every student shall be assigned a chaperone.
6. Teachers and chaperones shall not consume alcoholic beverages or use controlled substances while accompanying and supervising students on a trip.
7. When a trip is made to a place of business or industry, the teacher shall arrange for an employee of the host company to serve as conductor.

Trip Approval

1. Teachers planning a trip shall make a request in writing to the principal at least 10 days prior to the date desired. Whenever practical, an alternate date should also be listed. The purpose of the trip and its relation to the course of study shall be stated in the request.
2. The principal shall approve or disapprove the request and notify the teacher. If the trip is disapproved, the principal should state the reasons.
3. Principals may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.
4. Principals shall approve no activities which they consider to be inherently dangerous to

students or to pose unacceptable, unmitigated risks.

Trips Which Include Swimming or Wading

1. No swimming or wading shall be allowed on trips unless planned and approved in advance.
2. When wading in the ocean, bay, river or other body of water as part of a planned, supervised outdoor education activity, teachers shall provide for a number of chaperones to exceed the normal one to 10 ratio and shall instruct both chaperones and students of the real and potential risks inherent in such activities and the precautions necessary for their safety.

Swimming Activities

1. Parents/guardians must provide written permission for the student to swim and must indicate the student's swimming ability.

~~2. Residential backyard pools must be previewed for safety and appropriateness by either the principal or the teacher before the trip is scheduled.~~

~~3. Owners of private pools must provide a certificate of insurance, designating the district as an additional insured, for not less than \$500,000 in liability coverage.~~

4. Lifeguards must be designated for all swimming activities. If lifeguards are not provided by the pool owner or operator, the principal shall ensure their presence. Lifeguards must be Red Cross certified or equivalent.

5. The ratio of adult chaperones to students shall be teacher determined but in grades 4-6 there must be at least one chaperone to every 10 students, and in grades K-3 there must be at least one chaperone to every five students.

6. Specific supervisory responsibilities shall be determined in advance to accommodate the varying swimming abilities of students. These responsibilities shall be clarified in writing and reviewed verbally before the trip.

7. Emergency procedures shall be included with written instructions to adult chaperones and staff.

8. Staff and chaperones assigned to supervise students must know how to swim.

9. The principal may require students to wear flotation devices, depending upon their age and swimming ability.

10. A buddy-system or other means of surveillance shall be arranged in advance and strictly enforced during swimming activities.

Regulation ROCKLIN UNIFIED SCHOOL DISTRICT
~~approved~~Adopted: August 1, 2001 Rocklin, California
Revised: January 20, 2016

ROCKLIN UNIFIED SCHOOL DISTRICT

Overnight Field Trip Acknowledgment Form

(Medical Treatment, Transportation, Over-the-Counter Medication and Prescription Medication)

Note: Students attending an overnight field trip must complete applicable sections of this form

DIRECTIONS FOR COMPLETING THIS FORM:

Please be aware that California Education Code 35330 provides in part that:

All persons making the field trip or excursion shall be deemed to have waived all claims against the district, a charter school, or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.

- Parent: **Complete** Sections 1, 2 and 3; **complete** Section 4, only if applicable
Sign Sections 1, 2, 3; **sign** Section 4, only if applicable
- Physician: **Complete** and **sign** Sections 5 and 6, only if applicable
- Principal/School Nurse: **Review** all Sections and **sign** Page 2

SECTION 1: Student, School, Teacher, Field Trip Information

Student Name _____	Grade _____	School/Teacher Name _____
Field Trip _____	Date of Field Trip ____/____/____ - ____/____/____	

SECTION 2: Parent Authorization for Medical Treatment

Authorization for Medical Treatment: If a serious emergency should arise, it may be necessary for a physician to attend to your child before field trip personnel can contact you. Such care can be provided ONLY if you sign the <i>Authorization for Medical Treatment</i> . I hereby authorize medical and or surgical care may be provided for my student while he/she is in attendance at the overnight field trip listed in Section 1. I authorize such care to be provided through the facilities of the nearest hospital.	
_____ Parent/Guardian Signature	_____ Date

SECTION 3: Parental Acknowledgment of Transportation

Transportation: I hereby acknowledge that I may be contacted to transport my child home, due to illness or misconduct.	
_____ Parent/Guardian Signature	_____ Date

SECTION 4: Parental Consent and Authorization

(Parent signature is required if any portion of Sections 5 or 6 are completed)

I (we), the undersigned, the parent(s)/guardians of the above named pupil, request the medication(s) listed in Section 5 and Section 6 be administered to my (our) pupil in accordance with the California Education Code 49423.5 and Board Policy/Administrative Regulation.

- I will:
1. Provide all medications, supplies and equipment.
 2. Notify the school nurse if there is a change in the pupil's health status or attending physician.
 3. Notify the school nurse immediately and provide a new consent for any changes in the doctor's orders.
 4. I ACKNOWLEDGE IF MY STUDENT CARRIES AND ADMINISTERS HIS/HER OWN MEDICATION IT MUST BE ON HIS/HER PERSON IN ORDER TO ATTEND A FIELD TRIP.

I authorize the school to communicate with the Authorized Health Care provider when necessary in regards to this specific medication and medical condition.

Parent/Guardian Signature

Date

SECTION 5: Authorized Consent for Medication Administration/Over-the-Counter Medication(s) (if applicable)

(PLEASE NOTE: By marking "YES" next to any OTC medication below, both parent and physician signatures are required (Section 4 and Section 5); OTC medication(s) will NOT be administered without parent and physician signatures; the PARENT must provide any Over-the-Counter medications/supplies/equipment listed below).

My signature below authorizes the student's school/overnight field trip personnel to administer the medications listed below while the student is attending an overnight field trip event.

- | | | | |
|---------------------------------------|------------------------------|-----------------------------|----------------------|
| Ibuprofen/Motrin | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, Dosage _____ |
| Acetaminophen/Tylenol | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, Dosage _____ |
| Benadryl | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, Dosage _____ |
| Antibiotic ointment (e.g., Neosporin) | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, Dosage _____ |
| Throat Spray/Cough Lozenge | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, Dosage _____ |
| Pepto-Bismol | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, Dosage _____ |
| Other _____ | <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, Dosage _____ |

Physician Signature: _____ Date _____

My signature above provides the authorization for the above written orders. All procedures will be implemented in accordance to California state laws and regulations. I understand that specialized physical health care services may be performed by unlicensed designated school personnel under the training and supervision provided by the school nurse.

SECTION 6: Physician Authorization for the Administration of Medication by School/Field Trip Personnel (if applicable)

1. Medication(s): _____
2. Diagnosis: _____
3. Dose/Method of Administration/Time: _____
4. Possible side effects or reactions that need to be reported to the physician (e.g., allergic reaction and treatment):

Notes/Comments: _____

Principal Signature: _____

Date: _____

School Nurse Signature: _____

Date: _____

Rocklin Unified School District
Field Trip Parent Permission & Medical Authorization Form

Return This Form to Teacher By _____

Please be aware that California Education Code 35330 provides in part that: All persons making the field trip or excursion shall be deemed to have waived all claims against the district, a charter school, or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.

FIELD TRIP: _____

School: _____ Teacher: _____

Student's Name: _____ Birth Date: _____

Address: _____

My student has my permission to participate in the following activity: _____

On the following date(s): _____

Sack lunches for the field trip are available from the cafeteria at the student's regular price. Lunch accounts will be used. If you do not have money on your child's account, please apply prior to the trip. Select one of the following choices:

- Yes, please provide a sack lunch that includes a sandwich, fruit, vegetable, a treat, and milk
- Yes, please provide a sack lunch that includes a blueberry muffin, yogurt, string cheese, fruit, vegetable, a treat, and milk
- No, I will provide a lunch for my child

If this field trip involves a water activity, my student's swimming ability is:

Beginner Intermediate Advanced

Yes, I am available to chaperone, and I have fingerprint clearance

Parent's Name: _____ Home Phone: _____

Work Phone: _____

Phone where parent may be reached in case of an emergency or delay: _____

If unable to reach parent, other authorized adult: _____

Relationship: _____ Address: _____ Phone: _____

Physician's Name: _____ Address: _____ Phone: _____

Insurance Carrier's Name and Policy #: _____

Special medical considerations regarding my student (Examples: allergies to medicine, food; diabetes, etc.) _____

(ADDITIONAL INFORMATION MAY BE PUT ON THE BACK OF THIS FORM.)

In the event of an emergency, when a parent or guardian is unavailable, I authorize school personnel to make arrangements for my child to receive medical or hospital care, including necessary transportation, in accordance with their best judgment. I authorize the physician named above to undertake such care and treatment as is considered necessary. In the event said physician is unavailable, I authorize such care and treatment to be performed by a licensed physician or surgeon. I agree to pay all costs incurred as a result of the foregoing.

I UNDERSTAND THAT BY SIGNING BELOW I AM GIVING PERMISSION FOR MY STUDENT TO PARTICIPATE IN THE FIELD TRIP, AND I AM GIVING MEDICAL AUTHORIZATION.

Parent/Guardian Signature

Date

Rocklin Unified School District

Parent/Guardian Field Trip Information Form

Please be aware that California Education Code 35330 provides in part that:

All persons making the field trip or excursion shall be deemed to have waived all claims against the district, a charter school, or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.

SCHOOL: _____

Teacher's Name: _____ Date: _____

Destination: _____

Place

Address

Transported Day Trip

Walking Day Trip

Overnight Trip

Departure: _____

Date

Time

Place

Return: _____

Date

Time

Place

Cost*: _____ Sack Lunch _____ Yes _____ No

(No glass containers)

Items to Bring: _____

What to Wear: _____

Other Information: _____

* As defined in RUSD Administrative Regulation 6153 and in accordance with Education Code 35330, no student shall be prevented from making a co-curricular (class curriculum related) field trip because of lack of sufficient funds. Anyone needing financial assistance because of lack of sufficient funds, please contact the site principal or the teacher listed above.

--- KEEP THIS FORM FOR REFERENCE ---

Rocklin Unified School District Field Trip Travel Release Form

Please be aware that California Education Code 35330 provides in part that:

All persons making the field trip or excursion shall be deemed to have waived all claims against the district, a charter school, or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.

By signing this form, _____ will be released to ride to/from the field trip with his/her parent or custodial guardian. By signing below, parents/guardians assume full responsibility for their child's transportation to/from the field trip and releases _____ School and the teacher from any liability for your child's safety to/from the field trip.

Students are allowed to be transported by their parents or custodial guardians only.

Grandparents, older siblings, friend's parents, neighbors, etc. will not be allowed to transport students.

Today's Date _____

Field Trip _____

Date of Field Trip _____

Location _____

Teacher _____

Student will be transported: (please check)

- To and From** the field trip with his/her parent or custodial guardian
- Only **To** the field trip with his/her parent or custodial guardian
- Only **From** the field trip with his/her parent or custodial guardian

Parent/Guardian Signature

Date

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Strategic Plan Update

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The RUSD Strategic Plan is in its second year of implementation. This presentation will highlight work completed in Quarters 1-2 for the 2015-16 school year, review progress towards the outcomes described in the Strategic Plan objectives, with considerations for next steps, and share experiences from two school teams about their Strategic Planning processes.

Status:

This report will share the actions from 2015-16 Quarters 1 and 2 that serve as evidence that the work identified in the activated plans continues to deepen, and the District is moving forward. The second focus of this report demonstrates a shift towards how the District might begin to assess its overall progress on Strategic Plan objectives. There are implications about the next level of work associated with this step, to identify criteria for what constitutes improvement. Through the identification of indicators that might be considered for this purpose, the report will provide general ratings of overall progress. Finally, representatives from two schools that have recently completed their strategic planning process are eager to share their experiences and next steps.

Presenters:

Kathy Pon, Deputy Superintendent, Educational Services; Melanie Patterson, Program Specialist, Local Control Accountability Plan; Skott Hutton, Internal Facilitator, Strategic Plan; Brian Arcuri, Principal, Antelope Creek Elementary; Sally Van Wagner, Teacher, Antelope Creek Elementary; Amanda Makis, Principal, Rocklin Elementary; Josh VanDerKamp, Teacher, Rocklin Elementary

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

Educational Services Leadership Team

Allotment of Time:

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

Packet Information:

Attachment A: PowerPoint; RUSD Strategic Plan Quarterly Update and Progress Toward Outcomes
Attachment B: Strategic Plan Quarterly Update
Attachment C: Annual Update on Progress Toward Objectives

Recommendation:

Information Item Only

RUSD Strategic Plan Quarterly Update and Progress Toward Outcomes

**Board of Trustees Meeting
January 20, 2016**

Presented by:

Kathy Pon, Ed. D., Deputy Superintendent

Skott Hutton, Internal Facilitator for Strategic Planning

Melanie Patterson, Program Specialist, LCAP

Brian Acuri, Principal Antelope Creek Elementary

Sally Van Wagner, Teacher, Antelope Creek Elementary

Amanda Makis, Principal, Rocklin Elementary

Josh VanDerKamp, Teacher, Rocklin Elementary



Overview

- District Strategic Plan (SP) 2014-2015 and 2015-2016 Annual Update
 - Progress Highlights for *Quarters 4 & 5*
- Overall Progress towards Strategic Plan Outcomes (Objectives)
 - Rationale & Selection of Metrics
 - Assessment of Progress by Objective
- Site Strategic Planning Update
- Next Steps in Implementation

Strategy I

We will create student academic growth through dynamic, relevant and increasingly challenging learning experiences

- Math Trainings (Bridges; K-5 and Secondary CPM,) including grade level planning and collaboration; ELA adoption committee formed
- Completed laptop deployment, Aeries training for teachers, lab techs and administrators; began Digital Citizenship curricula
- English Learner strategy training through GLAD, Bridges; EL Reclassification criteria revised
- Interim Assessment training and implementation

Strategy II

We will provide a variety of opportunities for all students to become healthy, self aware, resilient and high-functioning adults

- Met with all district counselors to review, adjust and align Naviance implementation plan
- Multi-Tiered System of Supports (MTSS) District-wide Committee convened to identify how to leverage more academic and behavioral supports for struggling students; began identifying data sources for information about struggling students
- Began exploring how to support mental health needs at sites, identifying immediate and long term solutions and services

Strategy III

We will continuously build individual and organizational capacity, and seek additional resources and partnerships to fulfill our mission

- Created a multi year professional development plan
 - Attached funding to professional development for 2015-16 and began drafting plan for evaluation of effectiveness
 - Ensured SPED staff part of district trainings & collaboration
- Created surveys to assess participants' self assessment of learning in professional development settings
- Utilized Google Drive and Schoology platforms for principal meetings to share resources and processes related to instructional leadership.

Strategy IV

We will enhance student growth through local partnerships that provide learning opportunities and community service experiences

- Expanded role with Rocklin Educational Excellence Foundation, targeting new fundraising prospects
- Wrote article(s) highlighting RUSD in the Chamber of Commerce monthly newsletter
- Coordinated various activities with South Placer Rotary and other community and faith based partners.

Strategy V

We will have regular, consistent, proactive systems of clear communication that improve organizational efficiency engage the community and promote our District.

- Hired Chief of Communications and Community Engagement to coordinate communication between district and community
- Identifying and promoting District programs through stories in television and publications.
- Crisis Communication: Implemented “Go-To” process for school incidents
- Created, vetted and implemented Special Education communication protocol
- Developing mechanism for an internal communication “Employee News Network” - frequency TBD

Progress on Outcomes Described in Objectives: Rationale & Selection of Metrics

Consideration of Data Indicators to Assess Progress of Strategic Plan

Aligns with both State monitoring of District effectiveness in our LCAP, and the new federal guidelines being set in the Every Child Succeeds (formally No Child Left Behind) Act.

Research is beginning to identify data that are predictors of student success in school and for graduation. Other data might be self reported. Both provide a rich and local picture of our progress.

Use of data indicators shared with the public, much like a data dashboard, is a way to demonstrate transparency and accountability by the District in its Strategic Plan endeavors.

Criteria for Metric Selection

Measurable: Evidence of validity, reliability and stability through the examination of baseline and/or field test data.

Actionable: Evidence from research that schools can influence and impact the outcome in question.

Meaningful: Clearly connected (e.g., through research) to college and career readiness, and where there is clarification about any disparity and disproportionality (e.g., based upon the current presence of substantive gaps in performance) that distract from understanding the significance of the metric.

Use of Metrics and Progress Ratings in this Report

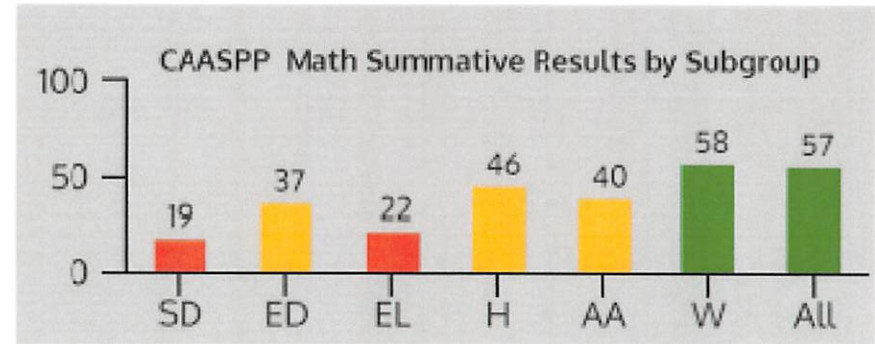
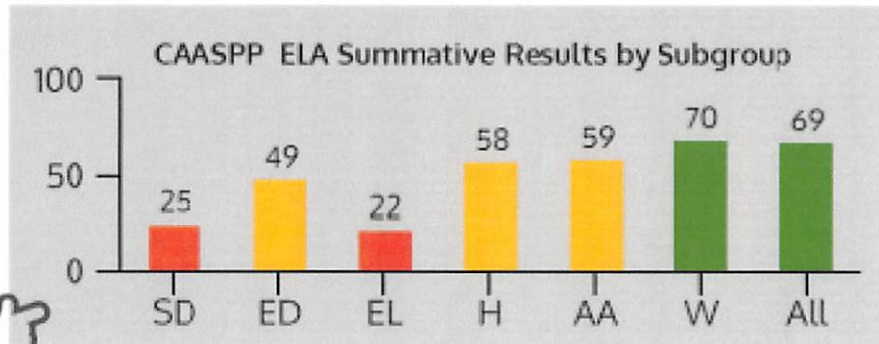
For purposes of this report, metrics or indicators of growth have been selected to assist the District with understanding progress towards the outcomes described in each Strategic Plan Objective.

Specific thresholds that suggest improvement have not been assigned to the proposed indicators

An overall rating has been assigned to the overall body of work as to if, at this time, the District has fully met, partially met or not yet met the outcome.

Objective A:

Each student will demonstrate continuous progress towards increasingly challenging academic goals.



Legend

- SD-Students with Disabilities
- ED-Economically Disadvantaged
- EL-English Learner
- H-Hispanic
- AA-African American
- W-White
- All-All Students

59%

8th Grade CAASPP Math Summative Results

60%

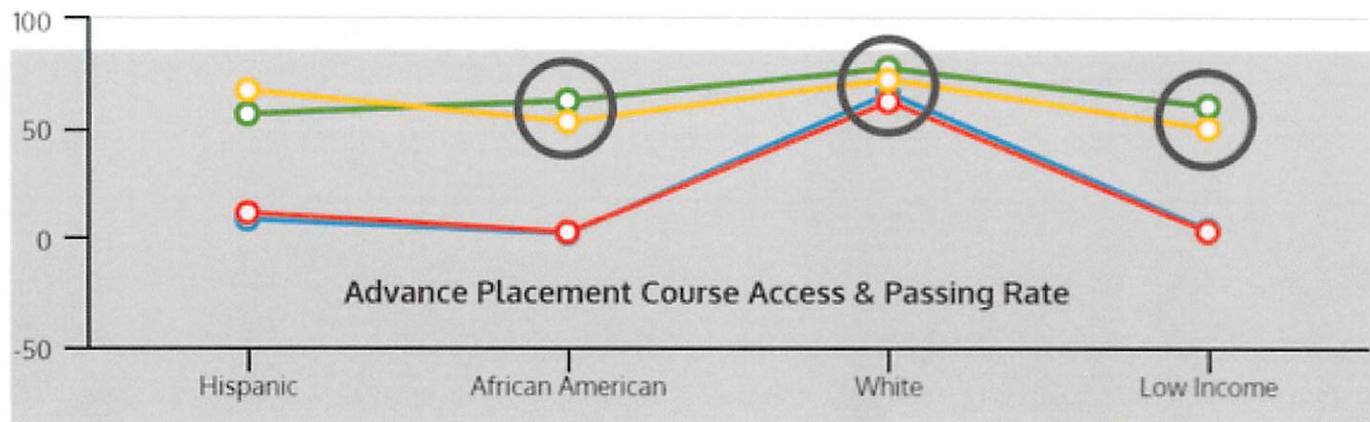
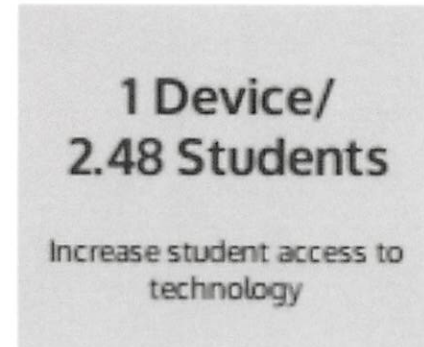
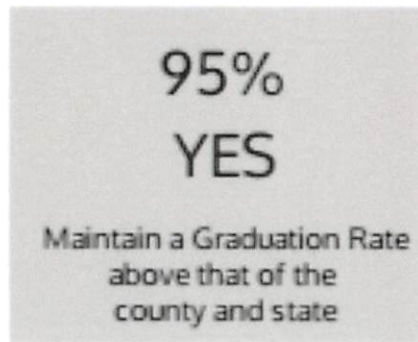
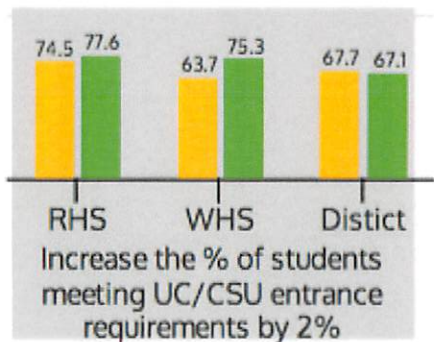
3rd Grade CAASPP ELA Summative Results

English Language Achievement Objectives Met **YES**

Students making progress and attaining English proficiency

Objective A (continued):

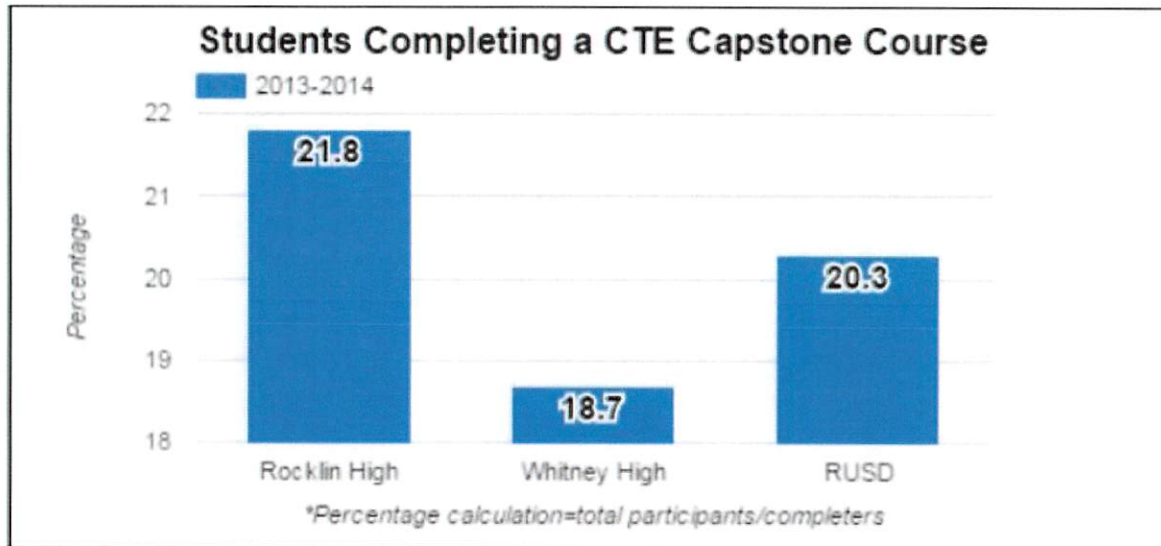
Each student will demonstrate continuous progress towards increasingly challenging academic goals.



2014 % enrolled 2015 % enrolled 2014 % passing 2015 % passing

Objective B: Each student will engage in authentic learning experiences.

a. Career Technical Education (CTE) Completion Rates*

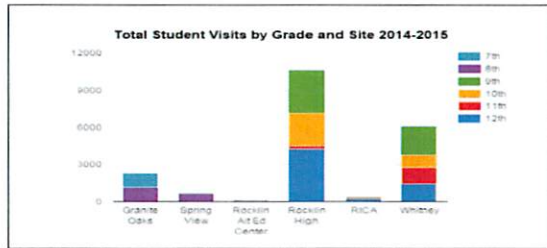


b. Coming: CAASPP Interim Assessment Data

c. Suggested: Student Participation in Project Based Learning Opportunities

Objective C:

Each student will find his/her passion as a learner.



Suggested Indicator: 2015 Placer County Response to “Feeling Part of Your School” by 5th Graders (2015 Coalition for Placer Health Survey)

2015 % of District 5th grade students taking Placer Health Survey	55%
% of students indicating “I feel part of my school” always or most of the time.	87%

Grade Levels	Types of Tasks
Middle School - 8th	<ul style="list-style-type: none"> Connect exploration of careers and interest surveys to Career Day activities. Introduce students and parents to the program Begin student planners
High School - 9th-10th	<ul style="list-style-type: none"> Use in Geography courses in 9th grade. Students complete: “Do What You Are and Career Interest Profiles, College “Super Match”, and Colleges I Am Thinking About tasks
High Schools - 11th-12th	<ul style="list-style-type: none"> Students deepen post graduate planning with Resume builder and actual college application activities

Drop-Out Rate

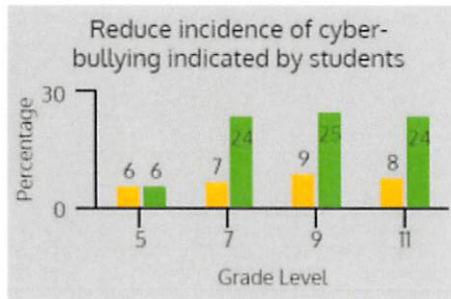
	2012-2013	2013-2014
Dropout %	3.6	2.1

Approximately
277 Clubs
3860 Students
 Engage students in school activities

Objective D:

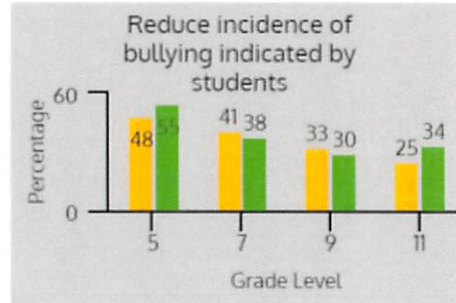
Each student will acquire skills to conquer challenges and build healthy relationships.

2013 to 2015 Coalition of Placer Youth Survey

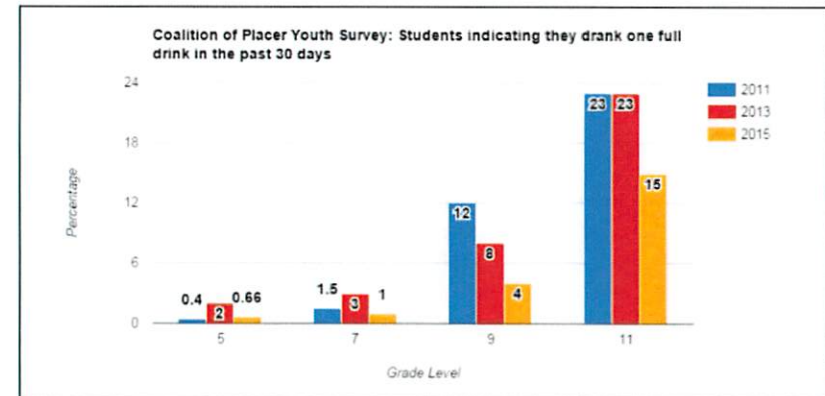


2013 2015

2013 to 2015 Coalition of Placer Youth Survey



2013 2015



Suspension - 3%↓
Expulsion - .1%↓

Reduce
Suspension/Expulsion Rates

2013 to 2015 Coalition of Placer Youth Survey

**94-95% of
Grades 5, 7, 9, & 11**

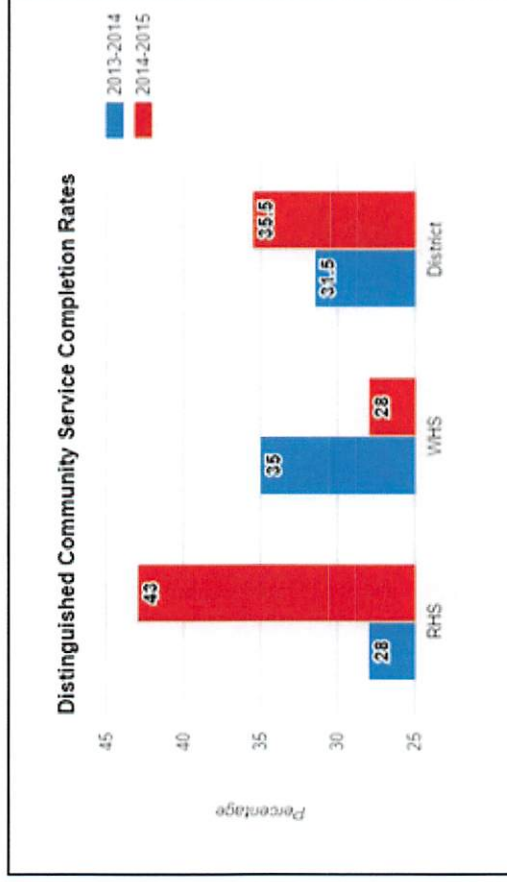
5-9%↑
Increase the % of students
feeling safe at school

2015 Responses to "always/a lot stressed"	Grade Level	% Participation in Survey
32%*	7th	79%
48%**	9th	84%
62%**	11th	70%

Objective E:

Each student will learn the value of contributing to the community through active participation.

a. Distinguished Community Service Completion Rates



c. Ongoing Community Partnerships:

December 2015 Strategic Plan Survey of Principals

# of Ongoing Community Partnerships District-Wide	122
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b. Service Learning Opportunities:

December 2015 Strategic Plan Survey of Principals

# of Service Learning Opportunities District-Wide	56
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Next Steps

- Continue District work with actions/services /interventions that support progress, as all 5 outcomes are “partially/not yet met”.
- Continue to refine indicators and thresholds that indicate improvement, so that this data can be a valid and reliable measure of progress towards outcomes, provide meaning and context about our work, and support actions for continued growth.
- Communicate progress to stakeholders through LCAP process, District website.
- Align LCAP work to SP objectives and actions, and report continued process and related next steps in June.

Site Strategic Planning Update



ROCKLIN ELEMENTARY
HOME OF THE BULLDOGS!
5025 Meyers Street, Rocklin, CA 95677 | (916) 624-3311



ANTELOPE CREEK ELEMENTARY
HOME OF THE FALCONS!
6185 Springview Drive, Rocklin, CA 95677 | (916) 632-1095

Conclusion

- Continue site Strategic Planning Winter/Spring, 2016 at Spring View Middle, Rocklin High, and Ruhkala Elementary Schools.
- Additional funds will be allocated to support Site Strategic Planning.
- In 2016-17, other Strategic Plan actions will be considered for activation.
- There will be continued alignment of LCAP and Strategic Plan goals, actions and services, and use of state and local metrics to measure progress and growth.

District Strategic Plan Quarterly Update, 2014-2016

Strategy #1 – We will create student academic growth through dynamic, relevant and increasingly challenging learning experiences

Action Plan #1.1 - Implement literacy practice within and across content areas as the foundation for teaching and learning based on adopted California State Standards.

Implementation Timeline: Multi-Year **Person Responsible:** Kathy Pon **Status:** In Progress

QUARTERLY ACTIONS
<p>Quarter 1 (September -November): Provide staff with ongoing resources and professional development supporting implementation of comprehensive literacy strategies to inform teaching and learning.</p> <ul style="list-style-type: none"> ▪ ELA/ELD Framework review by Expanded Elementary & Secondary ELA/ELD Committees <ul style="list-style-type: none"> - Provide ELA/ELD Committees release time ▪ Two CDE Consultants, 1 West Ed Consultant to provide training December 2 ▪ Professional support for implementation of literacy strategies and deepening literacy pedagogy understanding. (Administrators)
<p>Quarter 2 (December - February):</p> <ul style="list-style-type: none"> ▪ ELA/ELD Framework review provided by CDE Framework Consultants <ul style="list-style-type: none"> - All Principals, ELA Elementary and Secondary Committee Members and selected ELD teachers ▪ K-8 writing training workshops for CCCSS implementation ▪ Lesson Study professional learning opportunities
<p>Quarter 3: (March - May):</p> <ul style="list-style-type: none"> ▪ Continued Lesson Study for elementary and secondary teachers ▪ CSUS Literacy Model-focus on writing across the curriculum-10 teachers & TOSAs ▪ K-6 Writing assessment pilot ▪ Completed year-long K-8 writing training workshops ▪ TOSAs provided literacy demonstration lessons in elementary classrooms
<p>Quarter 4: (June - August):</p> <ul style="list-style-type: none"> ▪ GLAD strategies ▪ Reading-Writing Teacher’s College ▪ Learning Fest - August 14 - focus on support of the RETT goals: 1. Schoology 2. GAfE 3. Digital Citizenship ▪ 7 - 12 Math Curriculum Development by site
<p>Quarter 1/Year 2: (September -November):</p> <ul style="list-style-type: none"> ● Lesson Study with Secondary ELA/SS Team ● Interim Assessment training and trial with admin, teachers, Teachers on Special Assignment (TOSAs)

**2014-2016
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- Teachers' College Reading-Writing Project - Reading Units of Study Exploration in San Francisco (admin, teachers, & TOSAs)
- Teachers' College Reading-Writing Project Training - Writer's Workshop - Four Cohorts (K-2, 3-8, Beginning and Advanced)
- Teachers on Special Assignment provided consultation and team-teaching opportunities with literacy foundation
- GLAD Follow-Up Trainings

Quarter 2/Year 2 (December - February):

- Convened ELA Committee and have trained on the CA ELA/ELD Adoption toolkit, planning on how to build capacity for selecting and using materials to support high levels of student learning in reading and language arts.

**2014-2016
Strategic Plan Quarterly Update**

District

Strategy #1 – We will create student academic growth through dynamic, relevant and increasingly challenging learning experiences

Action Plan #1.2 - Education experiences will promote learning that is engaging, dynamic, authentic and focused on application based knowledge.

Implementation Timeline: Multi-Year **Person Responsible:** Kathy Pon **Status:** In Progress

QUARTERLY ACTIONS
Quarter 1 (September -November): Incorporate best practices into first instruction; <ul style="list-style-type: none">▪ K-8 Literacy exploration in writing (50 teachers x ½ day release) Teachers met for one day of training in October▪ Purchases 50 sets of Teachers College Reading/Writing Project (TCRWP) units of study for K-8 teacher exploration▪ GATE Certification Training for K-12 teachers held October 24 & 25
Quarter 2 (December - February): <ul style="list-style-type: none">▪ Continued with K-6 GLAD Training, two additional rounds of GLAD certification were held in January/Feb (50 teachers certified)▪ K-6 Number Talk Math trainings▪ Began TOSA led Professional Book Study Groups (9)▪ 6th grade CPM training for piloting teachers▪ Completed GATE testing on all RUSD 1st graders and make-up GATE testing 1-12 to provide earliest notification to parents▪ Exploring preschool programs for possible future RUSD run preschool▪ Expanded Transitional Kindergarten (TK) program to two additional sites, reduced TK class size to lowest in region at 20:1▪ Planned Full-day K pilot program for 2015-16 (5 sites)▪ Held TK and K Parent Nights<ul style="list-style-type: none">- Accepted enrollment applications on-site
Quarter 3: (March - May): <ul style="list-style-type: none">● Continued Professional Book Study groups for K-12 teachers regarding shifts of Instructional Practices▪ Completed preschool transition, began registration process at three RUSD sites-RC, RU, SR▪ Expanded Transitional Kindergarten (TK) program to a total of 8 classrooms at five sites▪ Provided training for K-12 teachers in Accountable Talk and Collaborative Conversations (April 6 PD day)▪ CPM training for support staff (1 day) and classroom teachers including teachers working with students with disabilities (2 days)▪ Completed K-5 math pilot and brought approved recommendation to Board for K-5 instructional materials

2014-2016
Strategic Plan Quarterly Update

Quarter 4: (June - August):

Quarter 1/Year 2: (September -November):

- Bridges Math Trainings (K-5) with grade level planning and collaboration
- CPM Math Trainings (6th) with grade level planning and collaboration
- Lesson Study with Secondary ELA/Social Studies Team
- Interim Assessment training and trial with admin, teachers, Teachers On Special Assignment (TOSAs)
- Teachers' College Reading-Writing Project Training - Writer's Workshop - Four Cohorts (K-2, 3-8, Beginning and Advanced)
- Teachers On Special Assignment (TOSAs) provided consultation and team-teaching opportunities with literacy foundation
- GLAD Follow-Up Trainings

Quarter 2/Year 2 (December - February):

- 5 more teacher leads representing elementary and secondary ELA and math levels attended Assessment Literacy Training by WestEd to understand, score and implement performance tasks as part of ongoing classroom instruction.

**2014-2016
Strategic Plan Quarterly Update**

District

Strategy #1 – We will create student academic growth through dynamic, relevant and increasingly challenging learning experiences

Action Plan #1.3 - Appropriate technology tools and resources are integrated to support effective instruction and learning

Implementation Timeline: Multi-Year **Person Responsible:** Mike Fury **Status:** In Progress

QUARTERLY ACTIONS
<p>Quarter 1 (September -November):</p> <ul style="list-style-type: none">▪ Rocklin Educational Technology Team (RETT) restructure and alignment with strategic goals (1.3.2, 1.3.5); Mike Fury, Melody Thorsen, Ryan O’Donnell – Cabinet presentation(s): September 22, October 27; District Leadership Team presentation: October 28; Board of Trustees presentation: November 5▪ Chromebook Training for Computer Lab Techs - September 29, October 20▪ Google Apps/Docs Training for Cabinet – September 26<ul style="list-style-type: none">- Google Apps and Chromebook Training for certificated staff and administration, Rocklin USD Learning Fest – August 14
<p>Quarter 2 (December - February):</p> <ul style="list-style-type: none">▪ Google Apps and Drive training, part 2 for Cabinet – November 3▪ Naviance training for Middle and High School Counselors and Career Techs – November 10▪ Positive Behavior Intervention Support/School Wide Information System for data transition, planning and implementation at Rocklin Elementary – December 16▪ Rocklin Educational Technology Team started in: Google Apps for Education, Schoology, and Digital Citizenship for students – January 6▪ Google for Education Roseville Summit, 135 total staff members in attendance (registrations provided for every school), in-depth training on how to use Google Apps effectively as educators – February 7-8▪ Smarter Balanced Assessment training for all school Computer Lab Techs – February 12, February 17▪ Developing RUSD Technology Replacement and Enhancement Master Plan
<p>Quarter 3: (March - May):</p> <ul style="list-style-type: none">▪ Developed and presented Comprehensive Technology Replacement and Enhancement Plan to Board of Trustees on March 18▪ Rocklin Educational Technology Team (RETT) PD efforts continued in: Google Apps for Education, Schoology, and Digital Citizenship for students – March 5, April 7, May 7▪ Comprehensive Technology Replacement & Enhancement Plan review for Computer Lab Techs – May 4
<p>Quarter 4: (June - August):</p>

**2014-2016
Strategic Plan Quarterly Update**

- Provided Schoology “Master Teacher” Training for RETT or site teacher leaders – June 8-9
- Began EADMS data and systems integration for K-6 report cards, replacing Datawise
- Completed Aeries.NET Teacher Portal Upgrade, providing additional student information to teachers not previously available
- Execution of Technology Equipment Replacement & Enhancement Plan: leveraging 2014-15 annual funding, Acceleration Phase 1, one-time CCCSS monies to replace all teacher computers with laptops (approx. 600 units)
- Attendance at Schoology “NEXT” Conference, 9 member district delegation with representation from TK-12 schools, teachers and administrators – July 20-22
- Creation of New Technology TOSA position to enhance professional development and effective use of instructional technologies
- Completed On-site WiFi system “health check” by manufacturer experts to insure classrooms and wireless network system is properly configured and tuned for increased use of mobile devices for learning
- Completed upgrades to network infrastructure equipment and services to accommodate use of more mobile devices enhancing the use of technology in classrooms

Completed laptop deployment and Aeries.NET Teacher Portal training for teachers, administrators, and Computer Lab Techs – 10 sessions, August 12-31

Quarter 1/Year 2: (September -November):

- Rocklin Educational Technology Team (RETT) meets with focus of strategic goals (1.3.2, 1.3.5)
 - Planning Team: Mike Fury, Melody Thorsen, Ryan O’Donnell, Kaili Bray
 - Digital Citizenship Rollout (Elementary)
- Fully integrated K-6 Report Cards into Educator Assessment Data Management System (EADMS)
- Aeries.NET training for front office and support staff - Oct 1st
- Attended Fall Computer Using Educators (CUE) Conference - Oct 22-24
- Establish Aeries Informational Meetings for school front office staff - Nov 2nd

Quarter 2/Year 2 (December - February):

- CUE Rockstar Training attended by TOSAs - Dec. 5th & 6th
- Student Data Privacy Workshop hosted by Rocklin USD. In attendance: cross-functional team including librarians, TOSA, school admin, and DO staff - Jan 8th
- EdCamp Conference hosted by Rocklin USD at Whitney High, an innovative participant-driven professional development event for educators - Jan 23rd
- Google Summit - Feb. 6th & 7th
- Monthly Aeries Informational Meetings for school front office staff - Jan 11th, Feb 22nd

District

**2014-2016
Strategic Plan Quarterly Update**

Strategy #1 – We will create student academic growth through dynamic, relevant and increasingly challenging learning experiences

Action Plan #1.4 - Measure academic growth through the use of a variety of multifaceted assessments.

Implementation Timeline: Multi-Year **Person Responsible:** Kathy Pon **Status:** In Progress

QUARTERLY ACTIONS
<p>Quarter 1 (September -November):</p> <ul style="list-style-type: none"> ▪ Provision administrator and ELA and Math Committee members with Smarter Balanced Digital Library access ▪ Administrator and ELA and Math Committee members review Smarter Balanced Digital Library prior to rolling out to all teachers
<p>Quarter 2 (December - February):</p> <ul style="list-style-type: none"> ▪ Trained TOSAs and K-12 teacher team in SBAC assessments including Performance Tasks (PTs) ▪ Began training sites in SBAC Performance Tasks (PTs) ▪ TOSAs led state-wide SBAC training ▪ Explored the use of Educator’s Assessment Data Management System (EADMS K-12) Assessment system ▪ Assessment and Accountability Board of Trustees workshop – February 4
<p>Quarter 3: (March - May):</p> <ul style="list-style-type: none"> ▪ Language Arts Performance Task training with instructional implications (TO, CS, AC, GO, SVMS) ▪ Digital Library Training-year-to-date 454 RUSD teachers provisioned and trained ▪ Completed Smarter Balanced assessments in grades 3-8 & 11 ▪ Created Draft elementary report card, including digital format ▪ Transitioned from Datawise to EADMS student data management system
<p>Quarter 4: (June - August):</p> <ul style="list-style-type: none"> ● Teachers received Smarter Balance baseline student scores and became familiar with how ELA and math claims and targets were assessed and reported for all students and student subgroups.
<p>Quarter 1/Year 2: (September -November):</p> <ul style="list-style-type: none"> ● Interim Assessment training and trial (admin, teachers, & TOSAs) ● Began exploration of using Interim Assessments and/or Educator Assessment Data Management System (EADMS) for data management of student assessments

2014-2016
Strategic Plan Quarterly Update

Quarter 2/Year 2 (December - February):

- CAASPP Interim assessments administered in mathematics to students in grades 3-6 through the performance task; and in grades 7-8 and 11, through the ELA block assessment and in mathematics performance task.
- The reclassification process for EL students was revamped to reflect changing metrics at the state level.
- Began building a formative/summative assessment systems for the district, first meeting with ELT and SLT.

**2014-2016
Strategic Plan Quarterly Update**

District

Strategy #2 – We will provide a variety of opportunities for all students to become healthy, self aware, resilient and high-functioning adults

Action Plan #2.1 - Foster healthy relationships and interactions by developing both intra and inter-personal skills.

Implementation Timeline: Multi-Year **Person Responsible:** Karen Huffines **Status:** In Progress

QUARTERLY ACTIONS
<p>Quarter 1 (September -November): Implement Positive Behavior Intervention Support (PBIS) at all school sites; Support peer mediation and anti-bullying programs:</p> <ul style="list-style-type: none"> ▪ Support implementation of Positive Behavior Intervention Support (PBIS) at Rocklin Elementary ▪ Purchase School Wide Information System (SWIS) - PBIS student information system for Rocklin Elementary ▪ Support Anti-Bullying assemblies at Elementary level ▪ Support Anti-Bullying assemblies at Middle School level (Rachel’s Challenge)
<p>Quarter 2 (December - February):</p> <ul style="list-style-type: none"> ▪ Launch PBIS at Rocklin Elementary School <ul style="list-style-type: none"> - Kickoff assembly – January 27 - Explore expansion of program to Spring View Middle School ▪ Developed PBIS training videos for Rocklin Elementary School ▪ Promote Love & Logic Classes for RUSD teachers and parents
<p>Quarter 3: (March - May):</p> <ul style="list-style-type: none"> ▪ Received grant from PCOE to further fund (2015-16) PBIS at Rocklin Elementary ▪ Rachel’s Challenge activities at middle schools ▪ Continue PBIS implementation at RE ▪ Additional schools exploring implementation of PBIS ▪ Reviewed process and timelines for Coalition of Placer Youth survey with principals for fall administration
<p>Quarter 4: (June - August):</p> <ul style="list-style-type: none"> ▪ Attend PBIS information meeting with PCOE, grant opportunities, general overview of program ▪ Identify interested sites and site teams to begin initial training, begin training in November ▪ Continue to support implementation of Positive Behavior Intervention Support (PBIS) at Rocklin Elementary ▪ Activate School Wide Information System (SWIS) - PBIS student information system for Rocklin Elementary ▪ Support Anti-Bullying assemblies at Elementary level ▪ Support Anti-Bullying assemblies at Middle School level (Rachel’s Challenge)

**2014-2016
Strategic Plan Quarterly Update**

<ul style="list-style-type: none">▪ Support Anti-Bullying assemblies at High School level (Breaking Down the Walls in November)▪ Begin Love & Logic Parent Program (first of two sessions)▪ Established district Multi-tiered System of Supports (MTSS) team and began work of identifying need
<p>Quarter 1/Year 2: (September -November):</p> <ul style="list-style-type: none">● Used MTSS Committee to begin exploring use of support staffs across district, and the variety of assessments in place to assess and support struggling students.
<p>Quarter 2/Year 2 (December - February):</p> <ul style="list-style-type: none">● Continued work in MTSS Committee to explore use of support staffs across district, and how to leverage the variety of assessments in place to assess to better support struggling students● Identified ways to communicate and engage families in more meaningful ways regarding support services.● Worked with Cabinet to identify ways to support more mental health services for district students.

**2014-2016
Strategic Plan Quarterly Update**

District

Strategy #2 – We will provide a variety of opportunities for all students to become healthy, self aware, resilient and high-functioning adults

Action Plan #2.2 - Coordinate district wide resources to counsel students on long term planning and goal setting.

Implementation Timeline: Multi-Year **Person Responsible:** Marty Flowers **Status:** In Progress

QUARTERLY ACTIONS
<p>Quarter 1 (September -November): Effectively utilize the Naviance program beginning in 6th grade to explore career opportunities and long term goal setting strategies:</p> <ul style="list-style-type: none"> ▪ Meeting held with all 7-12 counselors to review the 3-year implementation plan of Naviance. Each site shared how they are currently utilizing the Naviance program. – Oct 13 ▪ Scheduled two trainings per our Naviance Implementation Plan/agreement. Trainings will take place on Nov 10 and April 6. ▪ Network with Roseville Joint Unified School District; a number of high school counselors attended three Naviance session at the RJUHSD professional development day – Oct. 15
<p>Quarter 2 (December - February):</p> <ul style="list-style-type: none"> ▪ Counselors from each secondary site have worked together to create a comprehensive plan in which every 7 – 12 grade student will be completing activities for college and career planning in Naviance during the spring 2015 semester. ▪ High Schools counselors introduced parents, students, and staff to the “Common Application” tool in Naviance. This allows our counselors and teachers to use Naviance to upload reports and letters of recommendation to Common App. This provides a “one-stop” option for “Common App” interfacing. ▪ Middle Schools held their Career Days which were followed up by students using Naviance to assess and review career choices.
<p>Quarter 3: (March - May)</p> <ul style="list-style-type: none"> ▪ Secondary sites continue to implement Naviance activities with students ▪ Surveyed parents, students, and staff on use and satisfaction of Naviance
<p>Quarter 4: (June - August):</p> <ul style="list-style-type: none"> ● SV counselor attended the Naviance Summer Institute - July 6-9
<p>Quarter 1/Year 2: (September -November):</p> <ul style="list-style-type: none"> ● Held meeting with all district counselors to review/reflect/adjust Naviance implementation plan

2014-2016
Strategic Plan Quarterly Update

Quarter 2/Year 2 (December - February):

- Collected data about frequency sites/departments are using Naviance and for what purposes, in order to structure continuity of use across district.
- Began exploring how we raise parents' use.

**2014-2016
Strategic Plan Quarterly Update**

Strategy #2 – We will provide a variety of opportunities for all students to become healthy, self aware, resilient and high-functioning adults

Action Plan #2.3 - Provide opportunities to explore and pursue college and career readiness.

Implementation Timeline: Multi-Year

Person Responsible: Marty Flowers

Status: In Progress

QUARTERLY ACTIONS
Quarter 1/Year 2 (September -November):
Quarter 2/Year 2 (December - February): <ul style="list-style-type: none">● Begin exploring use of Naviance more systemically in CTE development work with secondary staffs.● Career Technology Education Grant funded to begin improvement in CTE courses through State quality indicators and to develop course sequences that meet industry sector standards and articulate with colleges.● Began planning with Sierra Community College about developing courses at the highschool level that qualify students for dual enrollment.

District

**2014-2016
Strategic Plan Quarterly Update**

Strategy #2 – We will provide a variety of opportunities for all students to become healthy, self aware, resilient and high-functioning adults

Action Plan #2.5 - Support, motivate and positively guide struggling students toward long term goals.

Implementation Timeline: Multi-Year **Person Responsible:** Kathy Pon **Status:** In Progress

QUARTERLY ACTIONS
Quarter 1 (September -November): <ul style="list-style-type: none"> ▪ Spring View to investigate the possibility of becoming a PBIS site.
Quarter 2 (December - February): <ul style="list-style-type: none"> ▪ Spring View attended the Rocklin Elementary PBIS assembly kick-off. ▪ Spring View leadership discussing moving forward with PBIS for the 2015-16 school year. ▪ Four elementary sites continue to implement the “Leader in Me Program” with a fifth site exploring starting the program in 2015-16.
Quarter 3: (March - May): <ul style="list-style-type: none"> ▪ Leader in Me Leadership Days held on our LIM sites ▪ Autism awareness training for all PW staff ▪ Shared West Ed study with Board of Trustees, Special Education parents, Special Education staff and posted documents to website ▪ Identified need for systemic Response to Intervention plan K-12 through West Ed study ▪ Purchased and deployed additional intervention materials for students with disabilities
Quarter 4: (June - August)
Quarter 1/Year 2: (September -November): <ul style="list-style-type: none"> ● Used MTSS Committee to begin exploring use of support staffs across district, and the variety of assessments in place to assess and support struggling students. ● Developed “talking points” about MTSS for district staff and community members
Quarter 2/Year 2 (December - February): <ul style="list-style-type: none"> ● Continued work in MTSS Committee to explore use of support staffs across district, and how to leverage the variety of assessments in place to assess to better support struggling students

District

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Strategy #3 – We will continuously build individual and organizational capacity, and seek additional resources and partnerships to fulfill our mission

Action Plan #3.1 - Develop a centralized support system to lead and create partnerships for professional learning.

Implementation Timeline: Multi-Year

Person Responsible: Kathy Pon

Status: In Progress

QUARTERLY ACTIONS
Quarter 1 (September -November): Facilitate the creation of in house GLAD trainers to provide ongoing Professional Learning Support <ul style="list-style-type: none"> ▪ GLAD training ▪ GLAD 2 Days follow-up for trained teachers
Quarter 2 (December - February): <ul style="list-style-type: none"> ▪ Online employee training program approved by RUSD Board – January 21 ▪ Lesson Studies provided by TOSAs. All elementary and secondary sites have registered to participate in at least one session by March 2015. ▪ GLAD training has continued; we now have approximately 200 plus teachers (K-12). ▪ GLAD completed a training of trainers for 8 RUSD teachers. These teachers will now be able to train others in the district.
Quarter 3: (March - May): <ul style="list-style-type: none"> ▪ GLAD Trainer of Trainers (TNT) teachers trained ▪ Offered after school professional learning opportunities in Depth of Knowledge, Number Talks, & Socratic Seminar ▪ Conducted CPM Training for all 6th Grade Teachers ▪ Committee lead by Education Services developing a multi-year professional development plan
Quarter 4: (June - August):
Quarter 1/Year 2: (September -November): <ul style="list-style-type: none"> ● Created a multi year professional development plan. ● Attached funding streams to professional development for 2015-16.
Quarter 2/Year 2 (December - February): <ul style="list-style-type: none"> ● Created a plan to summarize district professional development framed by LCAP/Strategic Plan goals and objectives of literacy/numeracy, social-emotional, support staff and parent learning and capacity building for the district and connected the adult learning to district funds. ● Drafted logic model to assess effectiveness of PD in multiple ways.

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- Identified surveys to assess participants' self assessment of learning in professional development settings.
- Included special education staff in trainings for Core instruction/materials.
- Implemented several behavior trainings for special ed teachers and support staff.

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District

Strategy #3 – We will continuously build individual and organizational capacity, and seek additional resources and partnerships to fulfill our mission

Action Plan #3.2 - Create and implement a plan for blended professional development.

Implementation Timeline: Multi-Year **Person Responsible:** Kathy Pon **Status:** In Progress

QUARTERLY ACTIONS
Quarter 1 (September -November): Provide offline Professional Development training and workshops: <ul style="list-style-type: none"> ▪ Stanford Online Math Training: How to Learn Math- Aug-October ▪ Technology focused Professional Learning Day for all staff, August 14 ▪ Google Drive and Schoology training embedded into Lesson Study work led by TOSAs
Quarter 2 (December - February): <ul style="list-style-type: none"> ▪ Stanford Online Math Training started round 2. Currently have 16 teachers participating ▪ Online employee training program approved by RUSD Board – January 21 ▪ Development of RETT Professional Learning Plan; Google Apps for Education, Schoology and Digital Citizenship for students
Quarter 3: (March - May): <ul style="list-style-type: none"> ▪ Use of blended learning model in Book Study sessions, including Google Classroom ▪ Google Drive and Schoology training embedded into Lesson Study work led by TOSAs ▪ Schoology professional learning opportunities provided for secondary staff (April 6 PD day) ▪ Completed on-line, Child Abuse reporting training for all employees
Quarter 4: (June - August):
Quarter 1/Year 2: (September -November): <ul style="list-style-type: none"> ● Use Google Drive and Schoology platforms for elementary and secondary principal meetings to share resources, and for book talks, discussions and other adult learning content and processes related to instructional leadership. ● Used online videos to share information about District Report Card to parents and community.
Quarter 2/Year 2 (December - February): <ul style="list-style-type: none"> ● Exploring possibilities of online learning modules that might be used for professional credit or coursework.

District

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Strategy #3 – We will continuously build individual and organizational capacity, and seek additional resources and partnerships to fulfill our mission

Action Plan #3.5 - Establish a comprehensive, collaborative, and continuous instructional support system for support staff to enhance personal learning and growth.

Implementation Timeline: Multi-Year

Person Responsible: Kathy Pon

Status: In Progress

QUARTERLY ACTIONS
Quarter 1/Year 2: (September -November): <ul style="list-style-type: none">• Trained special education support staff in behavior strategies.
Quarter 2/Year 2 (December - February): <ul style="list-style-type: none">• Established professional learning and collaboration meetings for office professionals and continued training in Aeries.• Scheduled meeting with Human Resources to design more professional development opportunities for classified staff for 2016.• Reviewing collaboration meeting model and delivery of trainings to better meet office professionals’ needs; Plans to establish a leadership team from this group to work with Human Resources and Ed Services to re-design this model for 2016-2017.

District

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Strategy #4 – We will enhance student growth through local partnerships that provide learning opportunities and community service experiences.

Action Plan #4.2 - Foster healthy relationships and interactions between RUSD and business and community service organizations.

Implementation Timeline: Multi-Year **Person Responsible:** Diana Capra **Status:** In Progress

QUARTERLY ACTIONS
<p>Quarter 1 (September -November):</p> <ul style="list-style-type: none"> ▪ Established High School volunteer partnership with Casa de Santa Fe (Art, Transportation, Foreign Language) ▪ Expand partnership with Rocklin Public Safety Volunteers (Patriot Day, Giving Tree, Shop-With-A-Cop, etc.) ▪ Expand Kiwanis relations (K-Kids Shopping Spree program, Wal-Mart Teacher Recognition) ▪ Member – Chamber of Commerce Leadership Rocklin ▪ Member of South Placer Rotary (Corporate Membership) ▪ Expanding Student volunteer opportunities (Woolstock, Kid’s First, Harvest Run, Toast of the Town) ▪ Member – Rocklin Excellence in Education Foundation ▪ Joined Campaign for Community Wellness
<p>Quarter 2 (December - February):</p> <ul style="list-style-type: none"> ▪ Working with Rocklin Public Safety Volunteers to identify a variety of grant opportunities ▪ Expanding relations with Rocklin PD, Rocklin Fire (Patriot Day, Giving Tree, Shop-With-A-Cop, etc.) ▪ Partnered with Rocklin Library, Kid’s First, Coalition for Placer Youth, etc. for volunteer opportunities ▪ Engaged with community partners for a variety of internship, volunteerism and/or philanthropic opportunities (~ 25) ▪ Police Activities League – continuing discussions with Rocklin & Roseville Police Departments ▪ Coordinated the design and procurement of TK & Kindergarten registration promotional materials ▪ Provide school and District information to local realtors and developers
<p>Quarter 3: (March - May):</p> <ul style="list-style-type: none"> ▪ Leadership Rocklin (Rocklin Chamber of Commerce) ▪ Rocklin Police Activities League (Rock PAL) established ▪ Co-coordinated CDI launch of RUSD Preschool program and liaised with REEF for the Club Rocklin program ▪ Student/Teacher Donation Network – Destiny Church
<p>Quarter 4: (June - August):</p> <ul style="list-style-type: none"> ▪ Coordinated various activities with Rocklin PD/ Rocklin Public Safety Volunteers (Patriot Day Art & Essay Contest, Shop-With-A-Cop, etc.) ▪ Working with Leadership Rocklin in support of 2015-16 Class

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Quarter 1/Year 2: (September -November):

- Writing article (s) highlighting RUSD in the Chamber of Commerce monthly newsletter
- Coordinating various activities with South Placer Rotary
 - Dictionary Donation Program – 3rd Grade
 - Aerospace Museum Tour – Middle School
 - Peter Hill Heritage Park Project – High School
 - Christmas Gift Baskets – families in need
- Expand role with Rocklin Educational Excellence Foundation/Targeting new fundraising prospects

Quarter 2/Year 2 (December - February):

- Began to “count” partnerships that are two way and ongoing between sites and businesses/community for Strategic Plan metrics and to inform site/district planning about opportunities and gaps.

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District

Strategy #5 – We will have regular, consistent, proactive systems of clear communication that improve organizational efficiency engage the community and promote our District.

Action Plan #5.1 - Ensure systemic, district-wide communication protocols and policies for all audiences, including employees, parents, students and the community.

Implementation Timeline: Multi-Year

Person Responsible: Diana Capra

Status: In Progress

QUARTERLY ACTIONS

Quarter 1 (September -November):

- Developing Emergency Incident Communications protocols
- Developed guidelines for outside publications & fliers distribution
- Hosted PTC/Booster Club Presidents Forum

Quarter 2 (December - February):

- Developing advertising guidelines to match social media needs
- Launched SMS (text messaging service) for District, schools and community
- Enhancing Emergency Incident Communication protocols
- Continuing PTC/Booster Club Presidents Forum
- Social Media Preference survey completed
- Converting current web content to mobile-friendly

Quarter 3: (March - May):

- Converting current web content to mobile-friendly based on community response to Social Media Preference survey
- Regular communications via SchoolMessenger
- Co-developed Emergency Incident Binders and providing copies to all stakeholders
- Coordinated advertising/promotional opportunities for ~ 40 organizations, increasing student and community awareness of local resources and activities

Quarter 4: (June - August):

- Continue to coordinate advertising/promotional opportunities for ~ 25 organizations, increasing student and community awareness of local resources and activities

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- Regular communications via School Messenger

Quarter 1/Year 2: (September -November):

- Hired Chief of Communication and Community Engagement to coordinate communication between district and community.
- Crisis Communication: have 'go-to process in place for school incidents
- Created, vetted and implemented a special education protocol for communication

Quarter 2/Year 2 (December - February):

- Developing more detailed plan to discuss with District leadership, including new Facebook and Twitter account
- Developing mechanism for an internal communication (working title 'Employee News Network') Frequency TBD

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District

Strategy #5 – We will have regular, consistent, proactive systems of clear communication that improve organizational efficiency engage the community and promote our District.

Action Plan #5.5 - Engage key stakeholders – staff, students, parents, businesses and the community – with information that empowers them to communicate effectively about the district.

Implementation Timeline: Multi-Year **Person Responsible:** Diana Capra **Status:** In Progress

QUARTERLY ACTIONS
Quarter 1 (September -November): <ul style="list-style-type: none">▪ Updating and maintaining RUSD website▪ Established Twitter account “@RocklinUSD”▪ Researching effective use of social media (Facebook, Twitter, etc.)▪ Distributing weekly headlines to local media representatives▪ Researching SchoolMessenger remote capabilities
Quarter 2 (December - February): <ul style="list-style-type: none">▪ Utilizing SchoolMessenger SMS capability<ul style="list-style-type: none">- First emergency use: WHS lockdown on February 6▪ Actively researching and advertising RUSD headlines▪ Working with Technology Department and Catapult on mobile friendly website▪ Completed site strategic planning facilitation at Breen, Sierra and Twin Oaks▪ Exploring RUSD App development
Quarter 3: (March - May): <ul style="list-style-type: none">▪ RUSD App designed and contract negotiated▪ Completed site strategic planning facilitation at Granite Oaks, Parker Whitney and Valley View▪ RUSD Facebook account established and ready for launch
Quarter 4: (June - August): <ul style="list-style-type: none">▪ Facilitated first phase of Site Strategic Planning facilitation at Antelope Creek Elementary and Rocklin Elementary<ul style="list-style-type: none">- Monitoring Action Planning Teams▪ Conducted survey to measure communication across RUSD community:<ul style="list-style-type: none">- When asked, “...communications regarding incidents, resources and upcoming events has:”,

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<ul style="list-style-type: none"> ▪ 76.3% responded “Improved significantly”, 15.8% responded “Improved slightly” and 7.9% responded, “No difference” - When asked, “Which of the following describes your impression of the quality of Communications from RUSD:” <ul style="list-style-type: none"> ▪ 68.4% responded, “Keeps me fully informed”, 30% responded, “Keeps me fairly informed” and 1.6% responded, “Does not provide necessary information”
<p>Quarter 1/Year 2: (September -November):</p> <ul style="list-style-type: none"> ● Conducted Survey among principals to determine their schools strengths, promotable aspects and people ● Posting all press releases on new ‘Media’ section of Community Engagement section of website ● Sending out School Messenger notices to all families, principals and Secretaries (all staff when appropriate) ● Creating a ‘Media pitch’ opportunity calendar ● Hired Chief of Communication and Community Engagement to handle public relations and communications between the district and community.
<p>Quarter 2/Year 2 (December - February):</p> <ul style="list-style-type: none"> ● Developing quarterly or monthly newsletter/bulletin focusing on how we achieve excellence with content highlighting our teachers, staff, students and families ● Implemented marketing and media plan for Transitional Kindergarten and Kindergarten registrations

Annual Report on the RUSD Strategic Plan - January, 2016

Summary by Objective: Highlights and Indicators of Progress

Rocklin Unified School District's Strategic Plan contains five broad objectives. These address student outcomes which represent unique and intentional strategies and actions undertaken by the District staff over the past year and a half. This work, accomplished through the implementation of activated action plans, are detailed in the Quarterly Report.

The following pages summarize the progress made towards each Strategic Plan Objective. The report is broken into a short commentary about the essential aims of each objective, highlights of the supporting work conducted to date, suggestions about possible progress indicators or evidence that may be considered to measure if the outcome is being addressed or met, and concluding statements about where the District is in its process, and the next levels of work.

The Board of Trustees has been forward thinking in its commitment to strategic planning. While there is a qualitative body of work to use in assessing overall progress towards each Strategic Plan Objective, indicators or metrics that are representative of this progress should be identified in this next phase of implementation to support the continuous improvement process. Many of these types of metrics have already been utilized in the LCAP progress monitoring, and may be appropriate for such use. For example, student performance on the new state assessment or truancy rates have been selected as indicators of academic progress and pupil engagement, respectively.

This type of annual report will model, how the District can carefully select multiple measures as indicators of success or progress for its improvement process. This activity aligns with both the direction of the State in monitoring District effectiveness in our LCAP, and the new federal guidelines being set in the Every Child Succeeds (formally No Child Left Behind) Act. There are some predictors of student success in school and for graduation, such as the literacy scores of third graders, math scores of eighth graders, and attendance rates of middle school students (American Institute of Research, 2013) that may be borrowed from research for this purpose. There are other metrics that may come from self reported data and evolve to more sophisticated types of data collection. Multiple measures identified and used in this way will provide a rich and local portrait of progress. And a final piece, the actual rating as to if progress or improvement has been made, will compliment this examination and report. Therefore, this annual report can be improved through a robust discussion about what types of thresholds constitute progress in each metric and in the overall assessment. For the purposes of this year's report, after listing possible indicators of progress, there is an overall rating if the body of work and indicators suggest the District has fully met the outcome, partially met the outcome or has not yet met the outcome. No specific threshold has been assigned to signify growth at this time.

There are three criteria that are recommended to screen indicators for progress in Rocklin's Strategic Plan objectives. These have been adopted from the work of California's CORE Districts' School Quality Improvement Index. This collaboration of 9 California school Districts, through a Race to the Top waiver,

have been working with Stanford University to establish an index of multiple measures of progress that show growth beyond academic success (CORE Districts School Quality Improvement Index, 2015). Borrowing from their criteria, each indicator must be measurable, actionable, and meaningful in its support of a clear body of work addressing the specific Strategic Plan objective. An explanation of the criteria for indicators of progress towards objectives are as follows:

- Measurable: Evidence of validity, reliability and stability through the examination of baseline and/or field test data.
- Actionable: Evidence from research that schools can influence and impact the outcome in question.
- Meaningful: Clearly connected (e.g., through research) to college and career readiness, and where there is clarification about any disparity and disproportionality (e.g., based upon the current presence of substantive gaps in performance) that distract from understanding the significance of the metric.

Through District work identifying progress on the LCAP, staff are developing a type of data-dashboard to help Trustees and stakeholders easily visualize the indicators of progress towards goals and objectives. In this report, similar indicators will be suggested that might measure progress towards Strategic Plan outcomes. Continued discussion about appropriate metrics and the thresholds for showing improvement with these and any other metrics identified, will ensure transparency and accountability by the District in its Strategic Plan endeavors.

Objective 1: Each student will demonstrate continuous progress towards increasingly challenging academic goals.

The work of Objective 1 focuses on ensuring educational programs in Rocklin Unified provide all students with Twenty-First century learning opportunities so that they reach high levels of academic success and are ready for college and careers. This work is underscored by the provision of a strong literacy/numeracy foundation, a coherent program of ongoing professional development and collaboration, opportunities whereby students can apply skills and knowledge to real world situations and projects, and instruction that infuses technological tools into the classroom to support and extend teaching and learning. This objective also includes the use of a variety of assessments to inform instruction and support the academic growth of students.

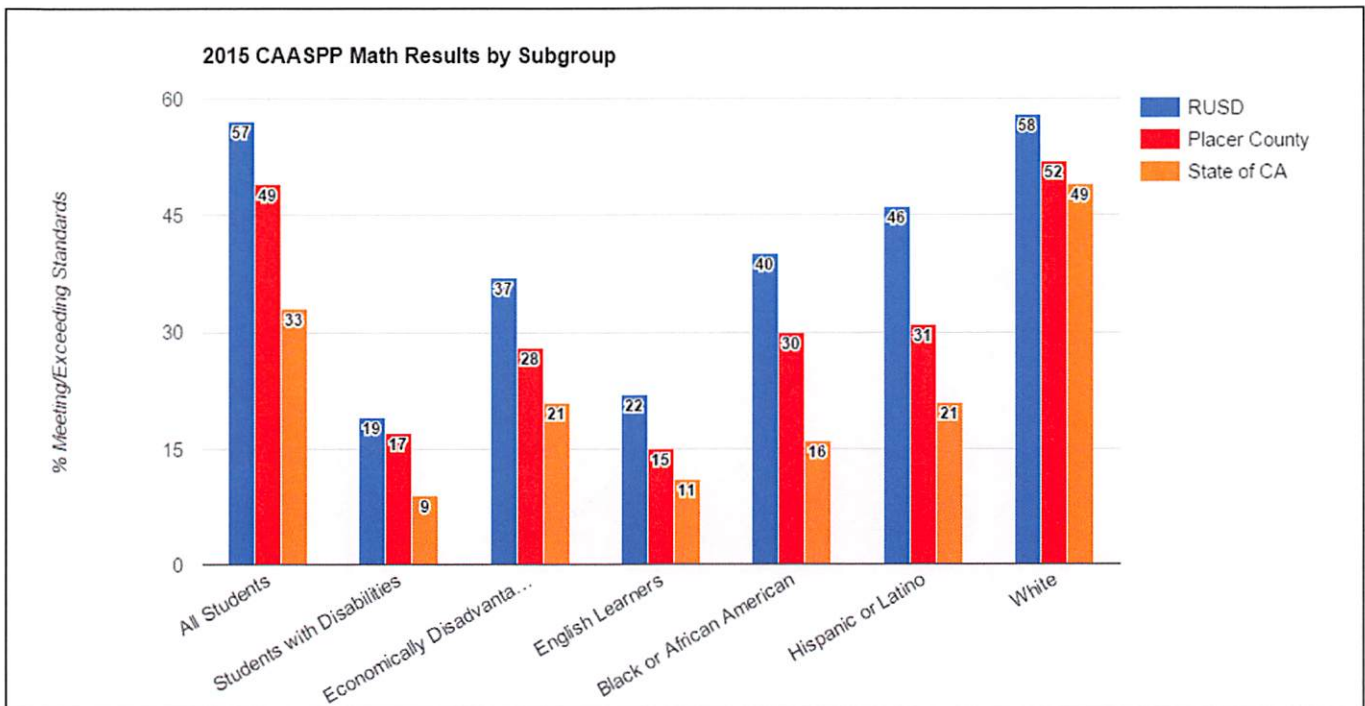
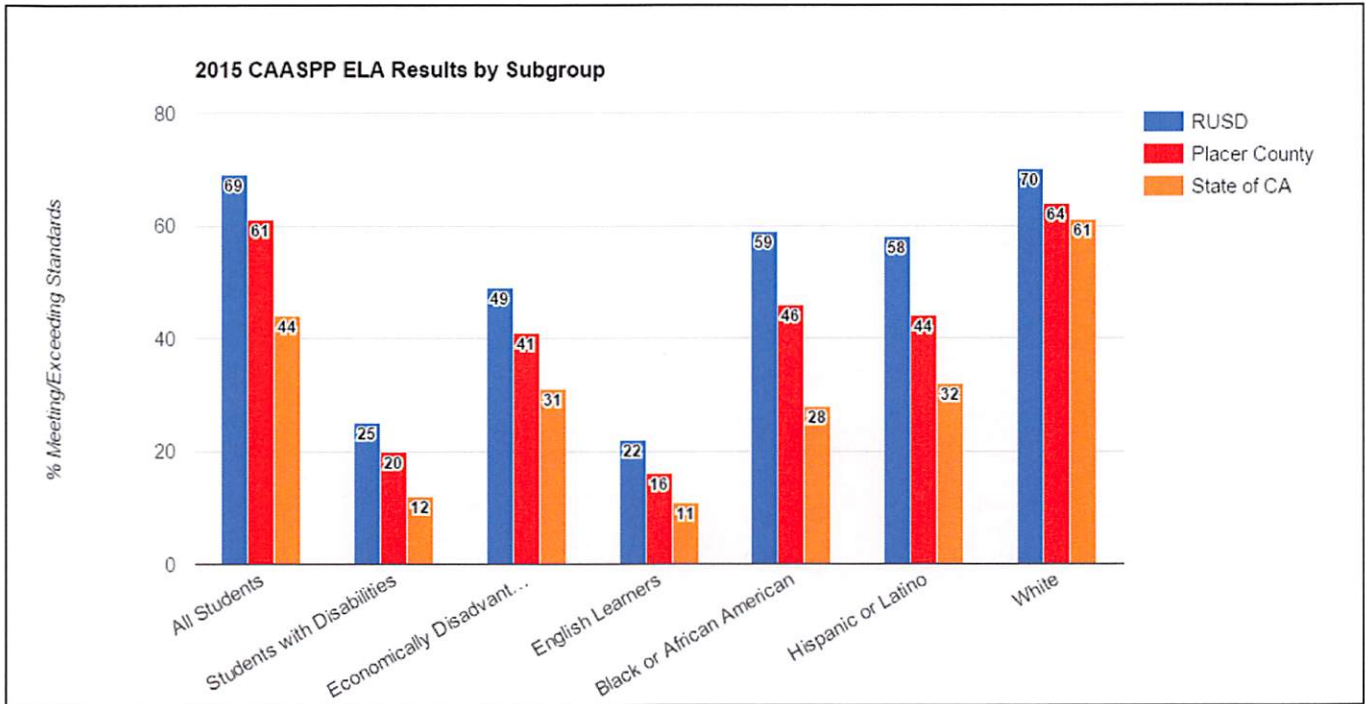
Highlights in this work to date include:

The implementation of the new English Language Arts and Mathematical standards (California's Common Core) and shifts to embed critical thinking across the curricula, have been accelerated in mathematics by the adoption of instructional materials and professional development that supports different teaching strategies. There have been continued trainings to support language arts and literacy strategies so that students use of informational text and evidence to support ideas in all core subject areas. The District has leveraged funds for technology infrastructure, additional staff and student devices, and training to support Twenty-first century teaching and learning, where opportunities for collaboration, research and use of technology to push learning "beyond the classroom wall" are possible at many grade levels and in courses across the District.

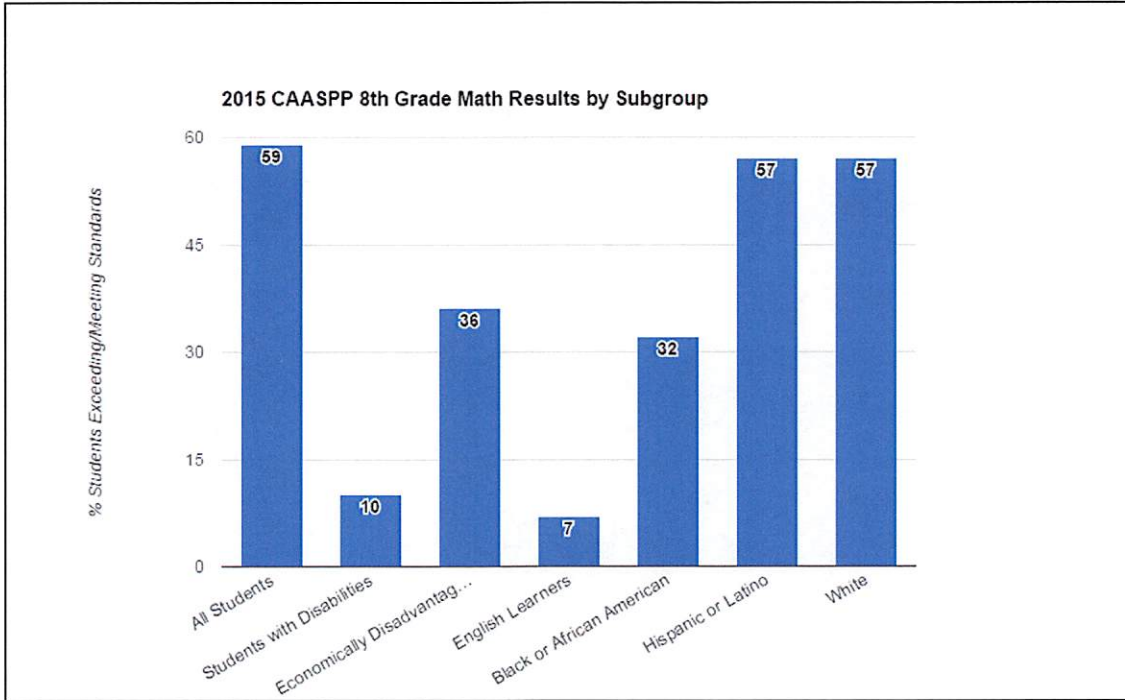
The District has developed a multi-year Professional Development Plan for teachers and support staff addressing Strategic Plan and LCAP priorities, with funding streams and multiple measures for measuring effectiveness of these trainings. The District has supported five teacher leadership positions to coach teachers in developing skills and lessons supporting Common Core implementation and has begun opportunities for Lesson Study, where groups of teachers collaboratively develop lessons and observe each other to identify evidence of student learning, and refine lessons based on their observations. There have also been opportunities for special education teachers to train beside general education teachers to ensure parity and access to new core materials and standards. Finally, there has been training for teachers to understand how to embed performance tasks into daily learning, and to match the District's elementary reporting tools to the standards taught in ELA and mathematics.

The indicators suggested to measure growth on this objective are as follows:

1. Supporting Data:
 - a. CAASPP Summative Assessment Results for ELA and Math by Subgroup

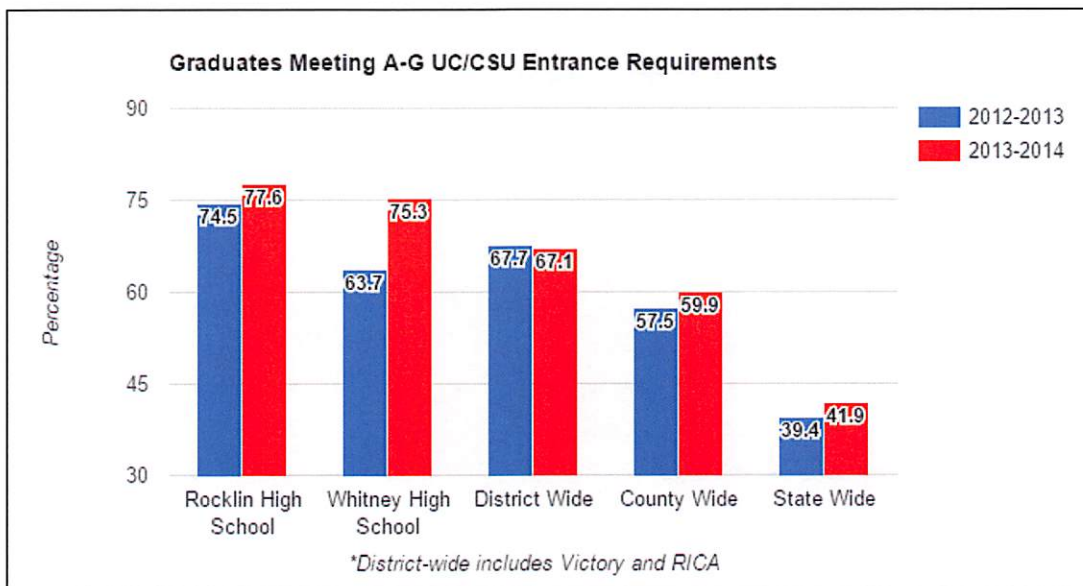


b. 8th Grade CAASPP Summative Assessment Results in Math by Subgroup

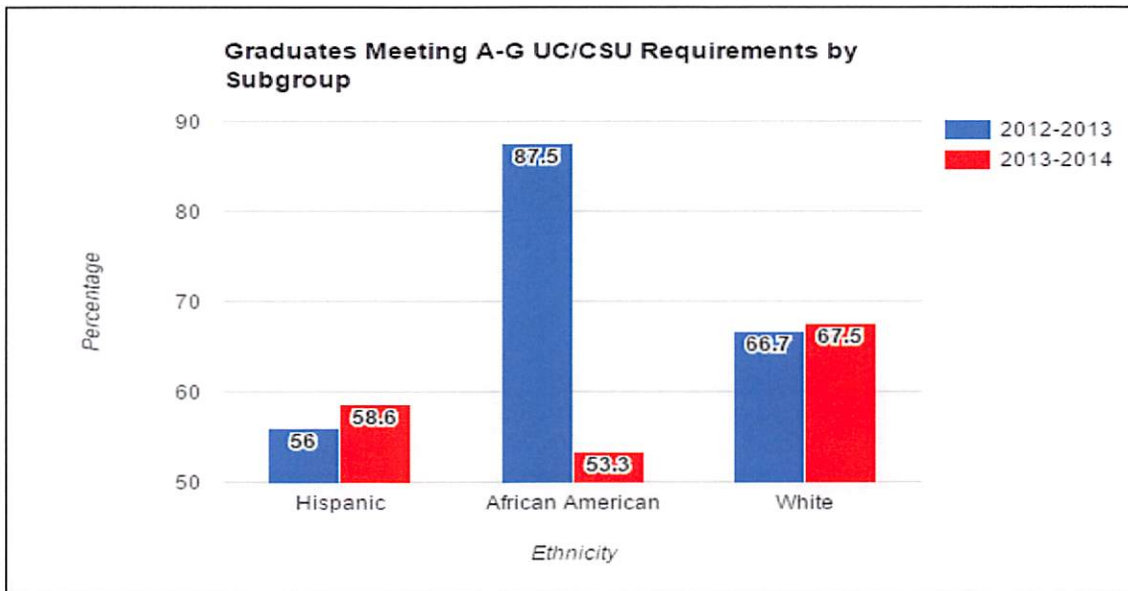


c. Suggested: 8th Grade On-Track to Graduation Criterion Percentage (attendance above 96%, No NC in Math/ELA, 2.5 GPA and above, Never Suspended).

d. A-G UC/CSU Requirements*



Raw Number of Graduates Meeting A-G UC/CSU Entrance Requirements		
	2012-2013	2013-2014
Rocklin High School	306	318
Whitney High School	319	314
District Wide	629	633



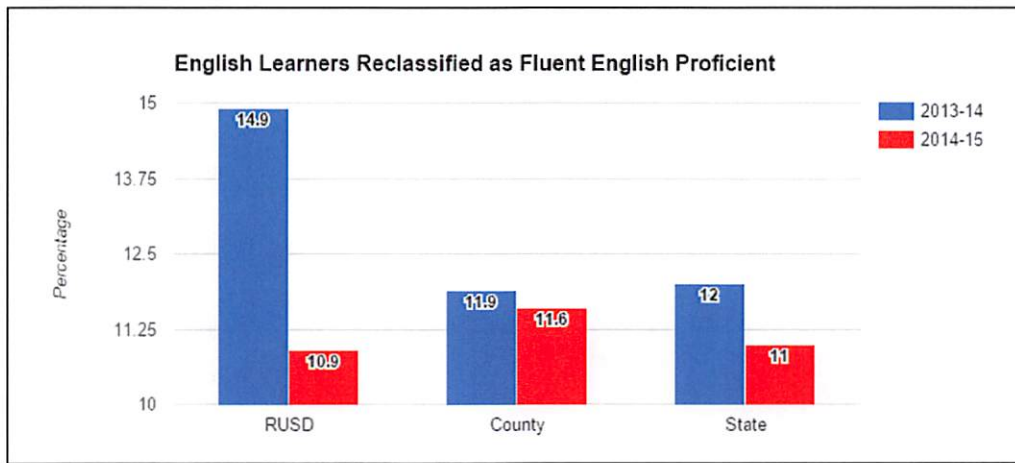
Raw Number Graduates Meeting A-G UC/CSU Entrance Requirements by Subgroup		
	2012-2013	2013-2014
Hispanic	70	78
African American	7	8
White	437	446

* Note: 2014-2015 data from California Department of Education has yet to be released.

e. Advanced Placement (AP) Course Access and Passing Rate

	Number of Students Enrolled in AP Courses		% of total students in school		% Passing with a Score of 3 or above	
	2014	2015	2014	2015	2014	2015
Hispanic	78	112	8.3	11.2	56.4	67.1
African American	17	23	1.8	2.3	62.5	52.9
White	617	622	66.0	62.2	77.6	72.2
Low Income	34	28	3.6	2.8	60.0	50.0

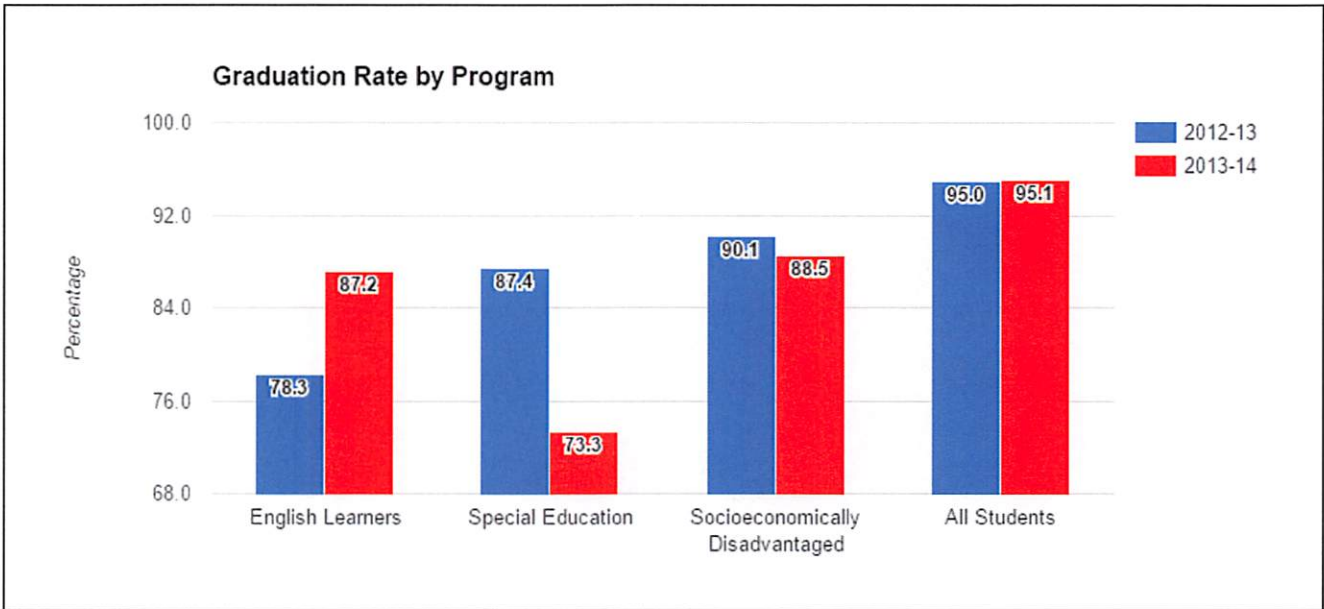
f. CELDT Reclassification Rate



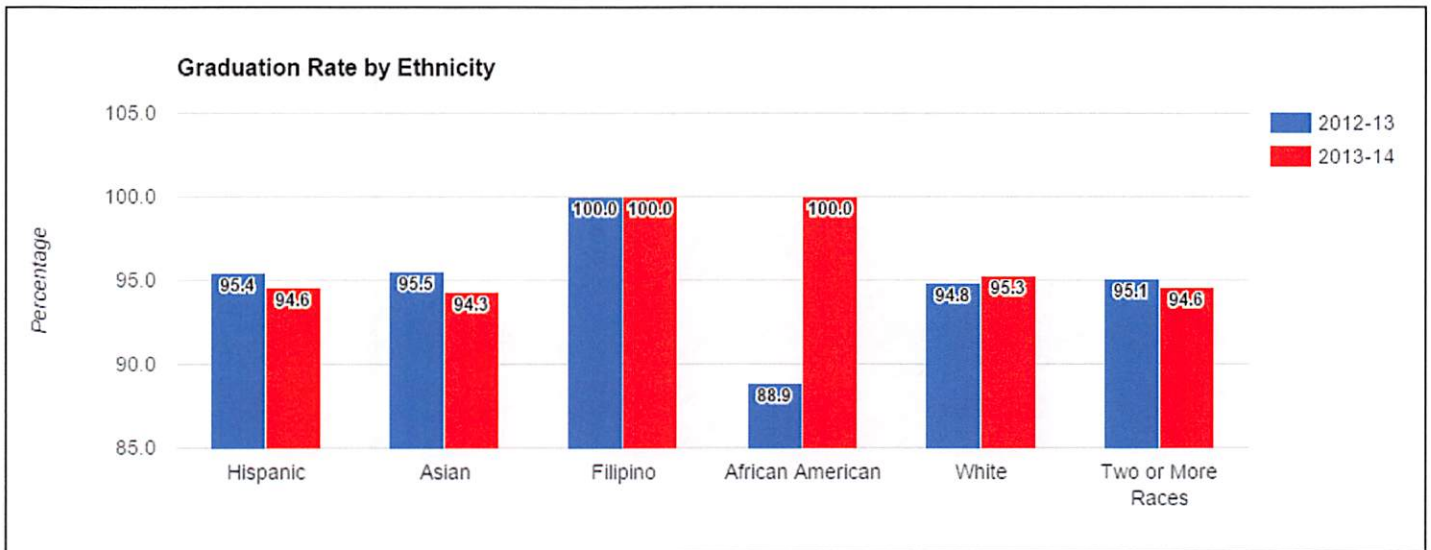
g. EL Annual Measurable Achievement Objectives 1 and 2

2014-2015 AMAO 1 - Percentage of English Learners Making 1 Yr Progress in Learning English		
	Actual Percentage	Target
Percentage Meeting AMAO 1 Target	68.3	60.5

2014-2015 AMAO 2 - Percentage of English Learners Attaining the English Proficient Level on California English Language Development Test (CELDT)		
<i>Less than 5 Years in Cohort</i>	Actual Percentage	Target
Percentage Attaining the English Proficient Level	36.9	24.2
<i>5 Years or More Cohort</i>	Actual Percentage	Target
Percentage Attaining the English Proficient Level	59.9	50.9



h. Graduation Rates by Subgroup*



* Note: 2014-2015 data from the California Department of Education has yet to be released.

i. An indicator for student access to technology that might be considered:

The ratio of electronic devices to students is 1:2.48 as of December, 2015.

This mathematical calculation does not indicate the frequency by which students use technology for instructional purposes in their classes, or the quality of that usage. Our metric for technology does not at

this time, fully meet the our criteria, but it is a starting point to begin to tell the story of technology usage in the District. Rocklin Educational Technology Team's (RETT) goals, to put into place "professional development for blended learning and flipped classroom instructional practices" or to "implement a consistent and comprehensive K-12 digital citizenship and cyber safety plan" may also provide sources of appropriate data. With a Teacher on Special Assignment (TOSA) focusing on this area with trainings to support the implementation of instructional technologies, this indicator should evolve to a survey or other type of evidence reflecting implementation.

Conclusion

For this objective, data indicates that there have been some general successes. There are enough nuances in some key indicators to conclude that the overall objective is partially met. The academic results from the CAASPP ELA and mathematics assessments for all students show that all students and many subgroups met or exceeded standards. However, for students who have disabilities, are English learners, or who are socioeconomically disadvantaged over half of students are not meeting standards. 60% of third graders on are track to be successful in school and 59% of eighth graders, as measured by CAASPP ELA and mathematics scores, respectively which also reflects the need for support for many other students who may be at some risk for attaining post graduation success. English learners are acquiring English language and becoming proficient each year although reclassification rates have dropped. There is a 95% graduation rate in the District, and increases in Rocklin and Whitney High School's percentage of students who have met UC's A-G course requirements for graduation which is positive. Nevertheless, this figure overall has decreased from 67.7 to 67.1 % when all District high school data is considered and the District must continue to consider how more students can have opportunities to enroll in four year institutions. The enrollment for Advanced Placement classes has increased for students of color and poverty, and the percentage of students passing AP tests with a "3" or better has also increased for Hispanic students. Overall, passing rates has dropped for groups other than Hispanic students, so there remains work to be done to support such students in these courses.

The District's Professional Development Plan and its measurement of effectiveness will factor into continued improvements in student achievement. Additionally, while the ratio of technology devices to students reflects initial usage occurring in Rocklin classrooms, there is an acknowledgement of the need to better understand the frequency and quality of this usage, and how the use of instructional technology ultimately extends learning.

Overall, the data indicators associated with this objective at this time signify a "partially met: rating. There is more work to be done to successfully address academic outcomes. Professional development will continue, especially those trainings that support students of different learning and language abilities. The District will continue a system wide focus on the implementation of its literacy and mathematics programs and materials to ensure all students have access to courses that reflect rigorous content, and the tools to be successful in their academic endeavors.

Objective 2: Each student will engage in authentic learning experiences.

Although this objective is often cited as a by-product of Common Core instructional experiences, staff has wrestled with defining how it might be measured across the District. The purpose of work in this area is to increase opportunities for students to participate in complex learning tasks and investigations that replicate real world problems. Such tasks often cross two or more subject areas such as literacy and social studies. The experiences require students to use higher order thinking skills such as analysis and evaluation, and often involve reflection and self assessment of one's own progress and learning. This type of learning is a result of professional development and high levels of implementation of Common Core, as detailed in Strategic Plan Objective 1. Authentic learning experiences are also characteristic of Career Technology Education (CTE) courses that embed opportunities for students to experience learning that connects to the workplace. Finally, such learning experiences are often reflected in performance tasks that are found in state assessments, and/or end of unit projects and demonstrations reflective of Common Core units of study.

Highlights in this work to date include:

Work in developing a more robust Career Technology Education system has begun this year in three specific areas: In the first area District has renewed its Carl Perkins application which funds Regional Occupational Programs or ROP courses, In doing so staff are examining those courses which a) address both student interests and industry sector needs; b) are taught by properly CTE credentialed teachers; and c) are part of a sequence of classes that can lead to a capstone course or industry certification. The second area of of CTE work includes work with Placer County Office of Education and the pursuit of additional CTE funding. The focus here is to update and align current courses to relevant industry sector needs, Common Core curriculum and CTE quality indicators. The District has been engaged in a program supporting bio-medical studies through the Capitol Region Academies for the Next Economy (CRANE), and has recently received regional funds for CTE through a consortia in Placer County. Both endeavors will support this work In the third area later work will include the identification of those courses which can be leveraged to be part of sequences of courses leading to certification, 2+2 programs at the community college level, or other types of transfer courses. Finally, the District has partnered with Sierra Community College to create dual enrollment courses where students can receive both high school and college credit while in RUSD. The first of these should begin by Fall of 2016. This overall body of work supports Rocklin's goal of providing relevant and authentic learning experiences to high school aged students.

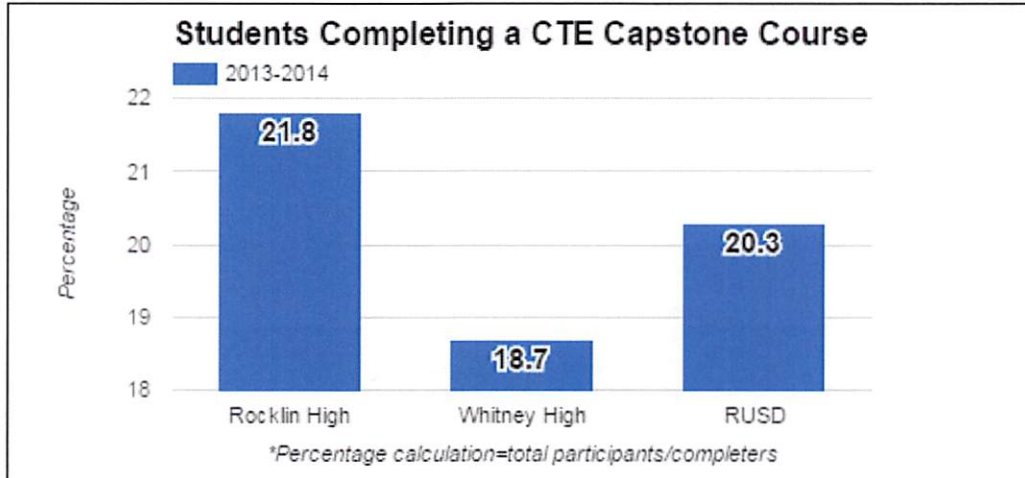
The advent of the new system of California's Assessment of Student Performance and Progress (CAASPP) has resulted in initial trainings for teachers to become familiar with these much more complex demonstrations of learning. Teachers are learning about constructed item responses that require students to provide detailed explanations of their thinking and the English language arts and mathematics performance tasks that address multiple learning targets and claims through complex tasks. Teachers are beginning to understand how students must demonstrate their learning in these situations, and how to replicate them in everyday classroom instruction. As the District redefines its assessment system, there are opportunities to examine how these formative and summative assessment experiences can be used to improve teaching and learning. This year, the CAASPP Interim Assessment performance tasks will be given in mathematics for students in grades 3-8 and 11, and in English language arts for students in grades

7, 8 and 11, and this data should be considered meaningful indicators of student performance in authentic learning situations.

Project based learning experiences often involve multiple content areas or subject matter, and necessitate students' ability to participate in complex projects over a period of time, requiring higher level thinking skills as described above, and demonstrations or applications of skills and knowledge where many times students must adjust their planning to address often unpredictable outcomes. District staff are at the beginning stages of identifying such learning opportunities and/or demonstrations, as evidence of authentic learning experiences, and how these might be embedded at all grade levels. Therefore, both the work and indicators for progress towards this objective will continue to evolve.

The indicators selected to measure growth on this objective are as follows:

1. Supporting Data:
 - a. Career Technical Education (CTE) Completion Rates*



- b. Coming: CAASPP Interim Assessment Data
- c. Suggested: Student Participation in Project Based Learning Opportunities

Conclusion

The District is using its 2013-14 career technical education completion rates, indicating those students who have completed the third course in a three sequence series, as baseline data since data was entered differently in CALPADs in 2014. Therefore this is starting point to understand students' completion of pathways as compared to the total number of students participating in individual CTE courses. CTE program development is underway in the District, as are partnerships to build in concurrent enrollment for high school students.

The work to identify those authentic learning experiences for younger students is a next step. With the onset of a new assessment system in California, there are trainings to help teachers embed performance

tasks in curricular units of study that are meet the spirit of authentic learning. Data for baseline Interim Assessment Performance tasks is forthcoming. These tasks will include experiences where students apply multiple mathematical skills and reasoning to real life situations. For English Language arts the tasks will require reading and research of information from multiple sources, critical thinking, and the production of an essay involving a thesis with support argumentation and evidence.

Finally, the District needs to identify and quantify student participation in any existing project based learning experiences currently occurring in our schools to better understand how and when students participate in authentic learning. This data will assist the identification of trainings, curricula and pedagogy that support this type of deep learning and application of skills.

Given these three areas of ongoing work, at this time, the progress towards this outcome is rated as a “not yet met”. There will be additional actions that will continue to evolve in the upcoming years to ensure high levels of student participation in authentic learning experiences.

Objective 3: Each student will find his/her passion as a learner.

This objective begins to approximate how students are connected to learning and schooling. There are portions of this work that mirror the state priorities for LCAP in identifying attendance, truancy and student dropout rates as indicators of “connectedness”. Rocklin goes beyond the State indicators by also looking at how students are being introduced to careers and college, so that courses become more relevant in their planning for post graduate work. Additionally, the District is looking at students’ participation in clubs and will also begin to assess their participation in extracurricular activities such as the performing arts and athletics as indicators of students’ passion as learners in our school system.

Highlights in this work to date include:

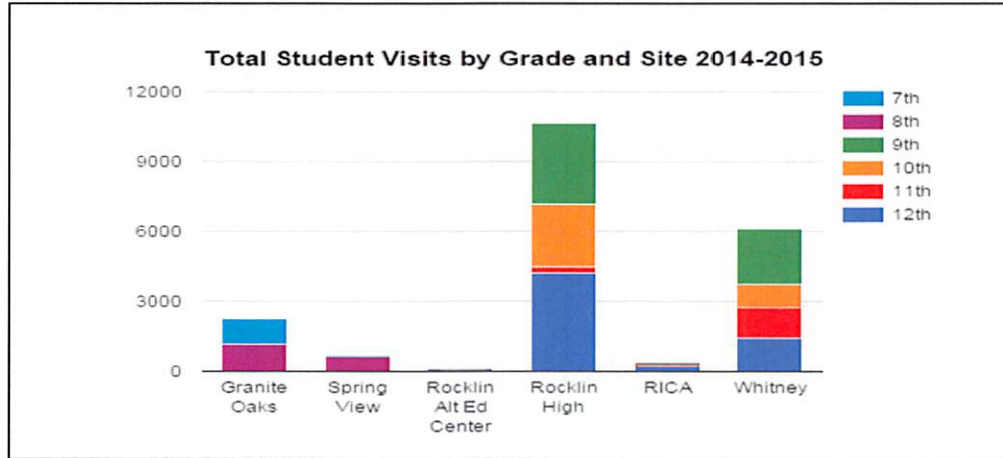
The Naviance software program and online platform has been identified as a tool that can align student strengths and interests to their postsecondary goals, and to improve student outcomes. Teachers and counselors at the middle and high schools have been trained to use this tool for students to help them assess potential careers and related course sequences, and to also plan for college. Work to align the middle school and high school’s utilization of the tool has begun this year. The first table below depicts the number of uses of Naviance,. Qualitative data has been collected to better understand the purposes of usage and at what level are these activities happening..

The Placer Coalition Health Survey District data point about connectedness to school is a worthwhile indicator to consider, as feeling connected is a step towards developing one’s passion for learning and is a metric that may be meaningful and actionable if there is more participation in the survey. This metric is not asked to students in older grade levels, which limits the metric’s usefulness. In terms of identifying other indicators of student passion or connectedness to school, at this time, there have been self reported participation in student clubs throughout the District as a way to measure connectedness to school, and acknowledgement that this type of data collection will continue to evolve. Although Rocklin has typically had low student dropout and attendance rates, the District is interested in looking at the relationship between truancy rates and course grades at critical times in a student’s career, (3rd, 8th and 10th grades), and differences, if any, between subgroups, as a predictor of students’ connectedness and overall success in school. Again, this type of indicator will continue to evolve as the District identifies more sophisticated ways to track and combine this type of data.

The indicators selected to measure growth on this objective are as follows:

1. Supporting Data:

a. Naviance Student Utilization by Grade Level and Site



Grade Levels	Types of Tasks
Middle School - 8th	<ul style="list-style-type: none"> • Connect exploration of careers and interest surveys to Career Day activities. • Introduce students and parents to the program • Begin student planners
High School - 9th-10th	<ul style="list-style-type: none"> • Use in Geography courses in 9th grade. • Students complete: "Do What You Are and Career Interest Profiles, College "Super Match", and Colleges I Am Thinking About tasks
High Schools - 11th-12th	<ul style="list-style-type: none"> • Students deepen post graduate planning with Resume builder and actual college application activities

b. Student Engagement in Clubs:

2015 Strategic Plan Survey of Principals

# of Clubs District-Wide	# of Student Participating District-Wide
277	3860

c. Suggested Indicator: 2015 Placer County Response to "Feeling Part of Your School" by 5th Graders (2015 Coalition for Placer Health Survey)

2015 % of District 5th grade students taking Placer Health Survey	55%
% of students indicating "I feel part of my school" always or most of the time.	87%

d. Drop-Out Rate

	2012-2013	2013-2014
Dropout %	3.6	2.1

Conclusion

Indicators for this objective demonstrate that there are specific strategies in place to help students identify and develop personal skills and career interests, although there are still some differences across the District in terms of the frequency and possibly purpose of these activities. A baseline of club participation has been established through self reporting, and roughly a quarter of Rocklin Unified students have been associated with club participation. This data point will need to be refined, as it may or may not include duplicate students and it is still narrow in identifying only club participation as an indicator of connectedness . The Placer Coalition Health Survey District data point about connectedness to school is a worthwhile indicator to consider, as feeling connected is a step towards developing one’s passion for learning. Finally, the fourth indicator, the District’s “dropout rate, is very low. There is cautious optimism about the actions and services that have been activated to engage students in personal development and as learners and progress on this objective is rated as “partially met”.

Work remains to identify critical activities and time periods to use the career exploration activities of Naviance, and to continue to identify which college preparation activities best support actual college admission and retention rates. Club and other extracurricular participation data will also begin to show the actual activities connecting all students and at what grade levels. It will be important to identify if and how student subgroups, those representing students of need, have opportunities to be connected to school and learning, and truly develop their own passion for learning.

Objective 4: Each student will acquire skills to conquer challenges and build healthy relationships.

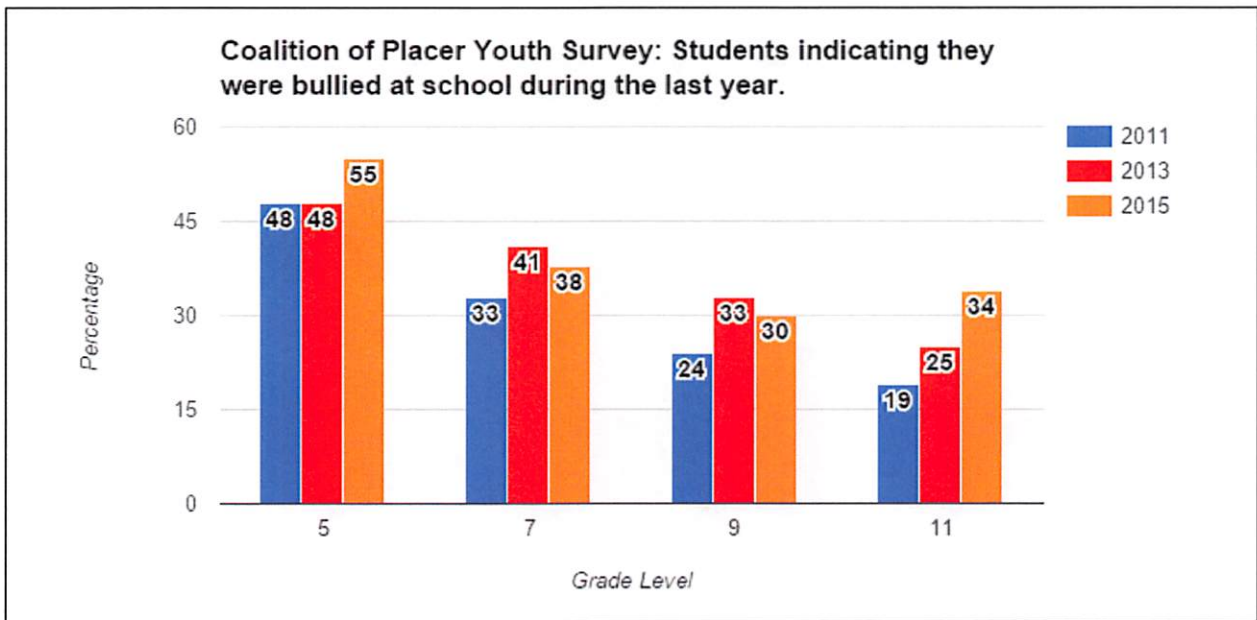
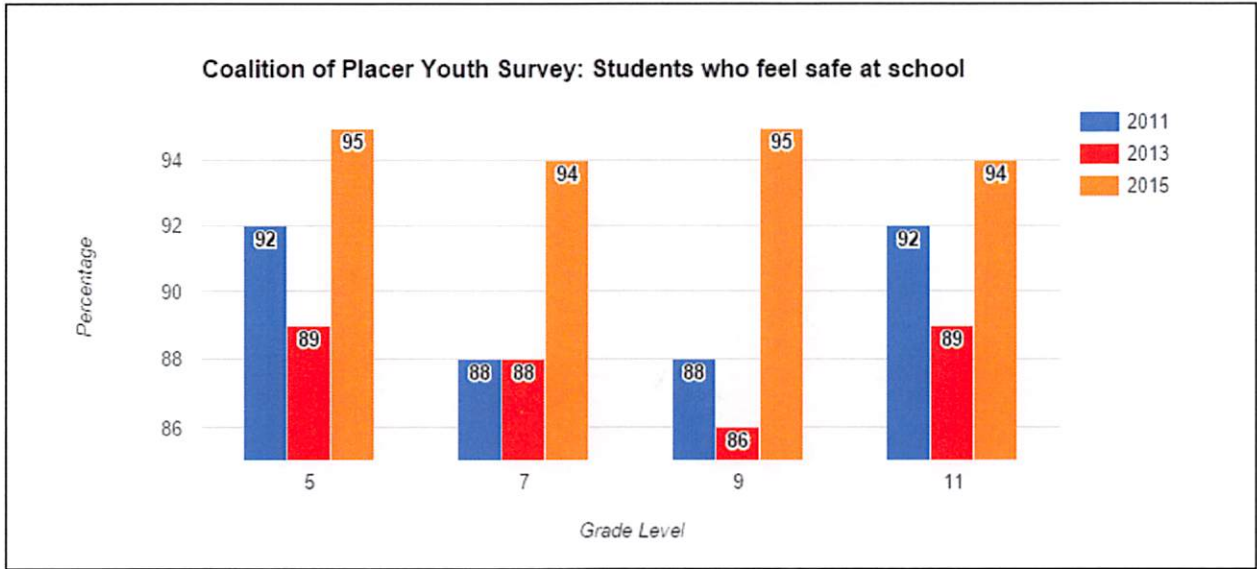
The outcome described in Objective 4 is the result of much work to provide opportunities for all students to build resiliency and to give them tools that help them develop into high-functioning adults. The District has made a deep commitment to identifying evidenced based academic and social-emotional supports for both struggling and academically talented students, and to maximizing the learning environments to address special needs students in the least restrictive manner. Within the work around this outcome, there has been an emphasis on coordinating and leveraging resources across the District and from the community to support students' academic and career goal setting and health and wellness.

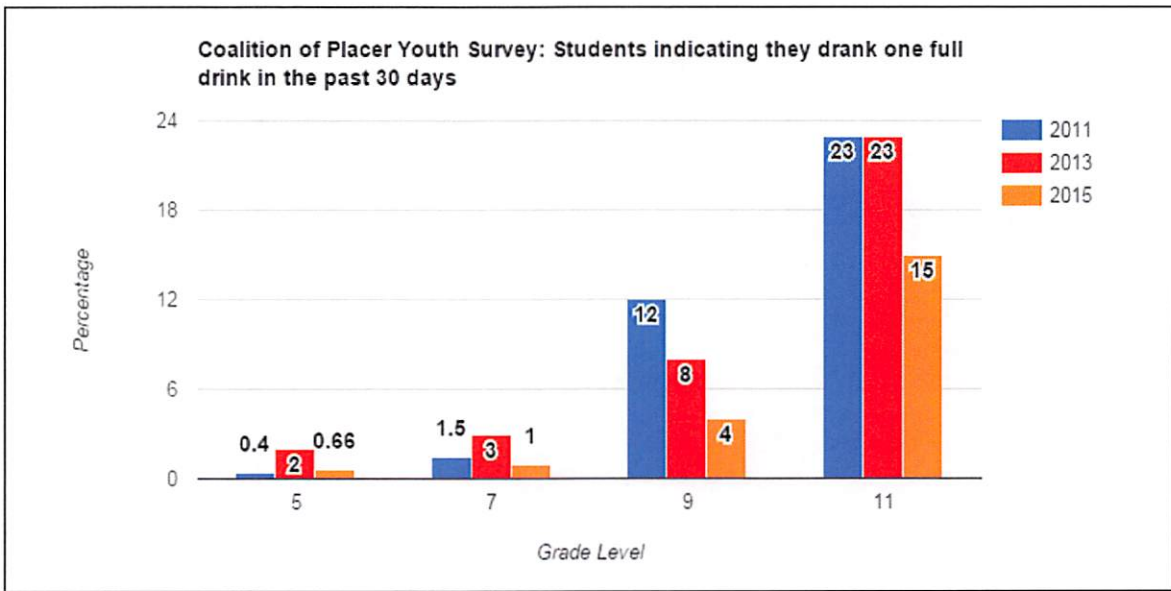
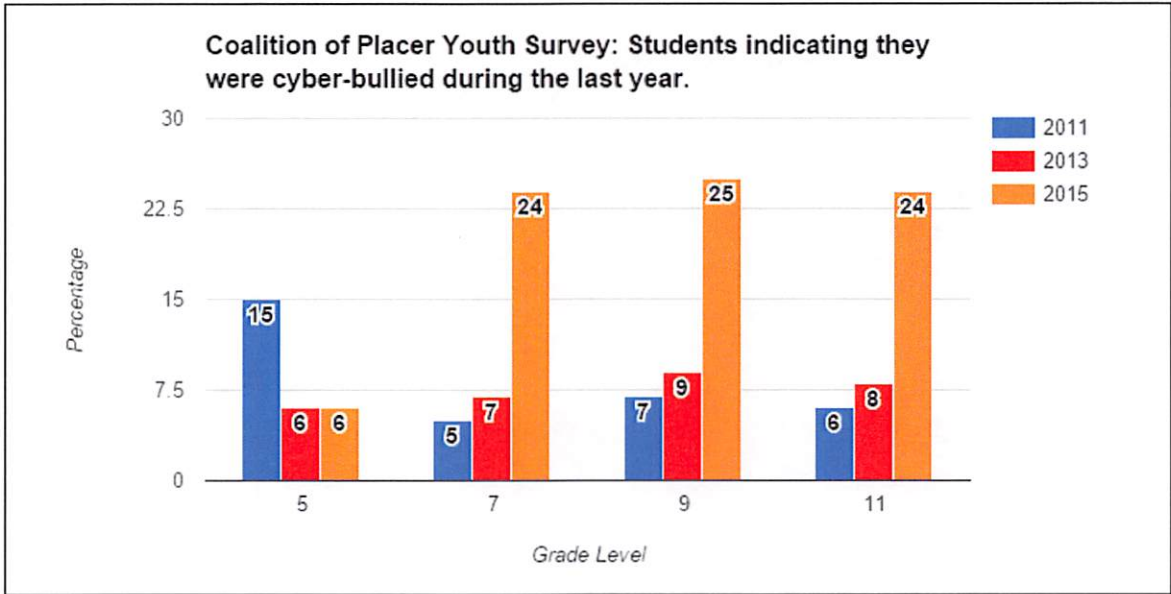
Highlights in this work to date include:

The largest initiative in accomplishing this objective is the exploration and implementation of Positive Behavior Interventions and Supports (PBIS). Rocklin Elementary committed to PBIS implementation for the 2014-15 school year, and seven additional sites are currently training for implementation of the program with their site level teams for 2015-16. Rocklin Elementary is beginning to track student discipline data with SWIS software program and will be analyzing data and setting specific goals this year. In early October, the District began meeting to develop a Multi-tiered System of Supports (MTSS). The MTSS team members include District leadership, teachers, support staff and parents. The work is being facilitated by a team from WestEd. District plans for academic and social/emotional support systems including academic intervention will be developed through ongoing work beginning with needs assessment. There are preliminary actions being taken to work with outside agencies and contract with mental health clinicians, social workers and/or other support providers to assist with the increasing issues of mental and emotional health across all grade levels.

The indicators selected to measure growth on this objective are as follows:

1. Supporting Data:
 - a. Coalition of Placer Youth & Local Survey Results



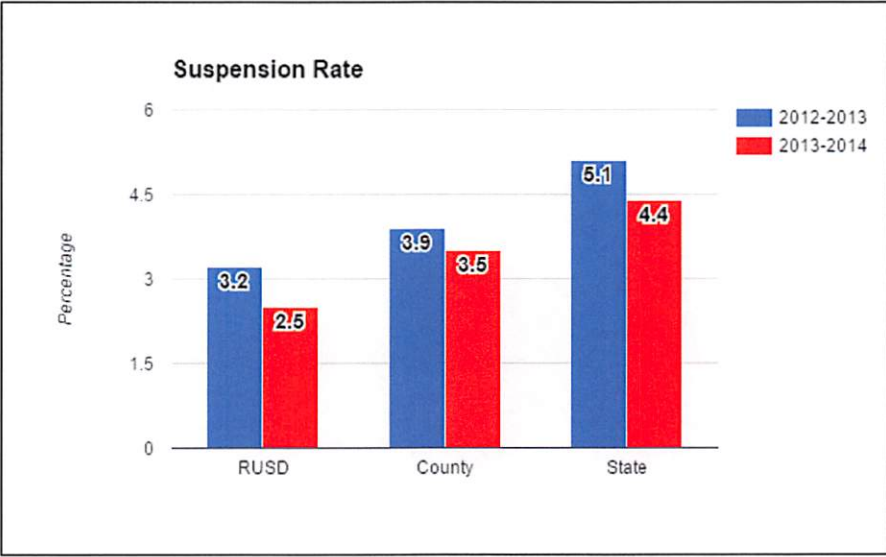


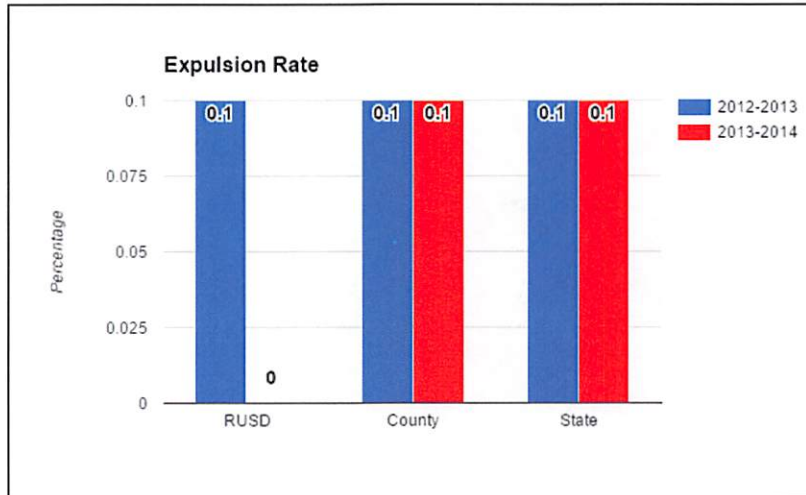
2015 Responses to “always/a lot stressed”	Grade Level	% Participation in Survey
32%*	7th	79%
48%* **	9th	84%
62%* **		

* Reasons for stress included school/grades and planning for their future.

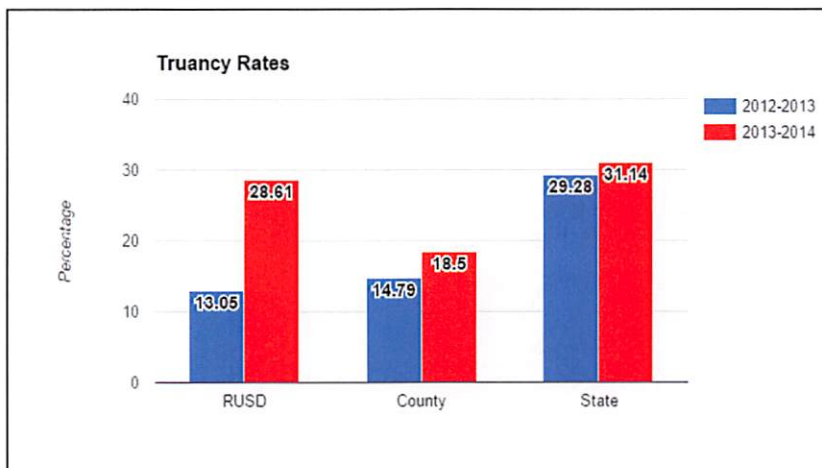
** More than half of 9th and 11th graders indicated symptoms of anxiety and depression including feeling anxious a lot, trouble sleeping and unable to focus.

b. Suspension/Expulsion Rates





c. Truancy Rates



Conclusion

This outcome uses metrics found in the State LCAP as indicators of student health and well being. The Coalition of Placer Youth & Local Survey results are measures of students' self reported behaviors and perceptions of safety. These factors have been used extensively by West Ed in the California Healthy Kids Survey and have been cited as evidence of resiliency and the ability to build healthy relationships. The other measures of student truancy, suspension, and expulsion rates also inform future District actions.

The recent indicators of student stress reported through the Coalition of Youth Health Survey provide student reported data that confirms many principals' and teachers' experiences of issues surfacing at schools that interfere with learning. The District is examining how to bring on more clinicians to support students' emotional and mental health through the establishment of partnerships with non-profit and county health organization. The contribution of funds for this purpose to pilot some promising programs of support will be important steps in this work.

While student truancy, suspension, and expulsion rates are relatively low, especially as compared to state levels, there is a need to examine these by socioeconomic and ethnicity groups to be certain that all students are not at risk. Students' self-reported sense of safety indicates that high school students feel less safe than in previous years, and bullying has risen for secondary students. About a quarter of eleventh grade students report using alcohol within 30 days of being surveyed.

In total, these indicators suggest that there continue to be areas of need to ensure that all students are healthy, mentally, emotionally and socially. This outcome rates as a "partially met".

The work in this area to support struggling students includes the District wide Multi Tiered Systems of Support (MTSS) task force which includes a focus on identifying academic and behavioral/emotional supports, and sites' implementation of the Positive Behavior Implementation System to support positive school behaviors.

Objective #5: Each student will learn the value of contributing to the community through active participation.

This outcome in Objective 5 captures the District's belief in the learning available through service projects, and its desire to instill values of community and civic participation in its students. The nature of this work calls for the formalizing of structures to allow ongoing professional development for teachers in the service learning arena so that opportunities for service learning will be embedded in students' coursework throughout their education in Rocklin Unified. These metrics are all self reported, and in order to be reliable will need to be ongoing, and may be paired with surveys from students and possibly community groups. There are currently only self reported numbers for the number of partnerships that can be considered "two-way", that is, whereby both a school site and an organization or business have an ongoing relationship involving an exchange of services or goods. However, the nature of these partnerships and their relationship to student learning and curricula will continue to be examined and measured.

Highlights in this work to date include:

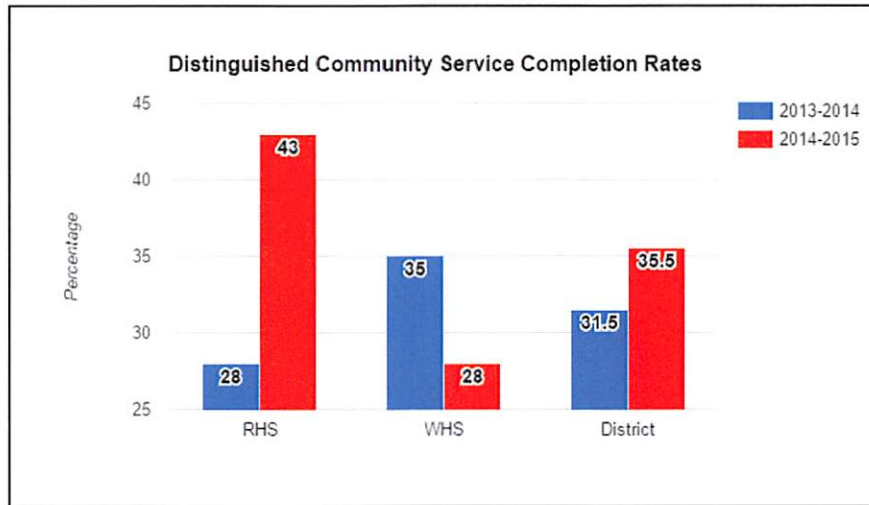
For service learning opportunities, many schools have informally partnered with community organizations and businesses. The self identified partnerships by schools is a first attempt to quantify the ongoing partnerships where there is two-way interactions between partners. There is also an opportunity to measure student service of Seniors because of the graduation requirement for service hours. Because all Seniors generally meet this requirement, the indicator for Distinguished Service hours, that is, our students' ability to go beyond the minimum, has been utilized as a metric assessing students' valuing of service to the community.

Several school sites have engaged with community partner organizations such as Rotary, Kiwanis, Kids First, Coalition for Placer Youth, Rocklin PD, Chamber of Commerce, creating a variety of volunteer and/or service opportunities for students this year. In cooperation with the City of Rocklin and South Placer Rotary, Rotarians, worked alongside Interact students from Rocklin High, Whitney High and Victory High, to complete a walking path through a portion of Peter Hill Heritage Park. Volunteers placed granite stones alongside a path that meanders through the newly planted orchard. This was a unique opportunity to make a lasting impression in our community, as well as set an example for our Interact students.

The indicators selected to measure growth on this objective are as follows:

1. Supporting Data:

a. Distinguished Community Service Completion Rates



b. Service Learning Opportunities:

December 2015 Strategic Plan Survey of Principals

of Service Learning Opportunities District-Wide
56

c. Ongoing Community Partnerships:

December 2015 Strategic Plan Survey of Principals

of Ongoing Community Partnerships District-Wide
122

Conclusion

Data indicates a third of high school students complete service projects beyond those minimally required for graduation. There needs to be more specific data from our Continuation and alternative program graduates to ensure a more robust and actionable metric. Opportunities for service projects and partnerships between sites and community and/or business organizations have only begun to be identified, through self reporting. This too, is a metric that will continue to evolve.

Because measuring progress for this outcome is still in a beginning stage, this metric receives a “partially met” rating. The data will prompt actions that support school and community groups to create more opportunities that promote two-way relationships that benefit students and the greater community, and

work to ensure teachers are trained to embed such opportunities in their curricula. This will enable more students to access, learn from, and benefit from such relationships.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

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

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

Rocklin Unified School District (RUSD) currently has eight Transitional Kindergarten (TK) programs located at Rock Creek, Parker Whitney, Cobblestone, Rocklin Elementary and Antelope Creek Elementary Schools. All eight programs offer an extended day schedule and a reduced class size of 20:1. Current enrollment is 160 students. The programs at Rocklin Elementary and Cobblestone were added for the 2015-2016 school year. In addition to TK programs, RUSD has 29 kindergarten classes across the district. RUSD is currently piloting Full-day kindergarten at five sites, Sunset Ranch, Cobblestone, Sierra, Rocklin Elementary and Ruhkala.

Status:

Staff will present an overview of the current Transitional Kindergarten, Kindergarten, and Full-day Kindergarten pilot programs and recommended changes for the 2016-2017 school year.

Presenter(s):

Kathleen Pon, Deputy Superintendent, Educational Services
Karen Huffines, Director of Elementary Programs and School Leadership

Financial Impact:

Current year: \$128,000
Future years: \$287,000 2016-2017 (includes \$22,000 one-time costs)
Funding source: Local Control Funding Formula (LCFF) including LCAP Supplemental

Materials/Films:

None

Other People Who Might Be Present: Melody Thorson, Principal, Ruhkala Elementary, Gail Salata, teacher, Ruhkala Elementary, Nancy Bronte, teacher, Sunset Ranch Elementary

Allotment of Time:

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

Packet Information:

PowerPoint presentation

Recommendation:

Item is for Information only

KINDERGARTEN & TRANSITIONAL KINDERGARTEN PROGRAM UPDATE

**Rocklin Unified School District
Board of Trustees Meeting
January 20, 2015**

**Kathleen Pon, Ed.D. Deputy Superintendent, Educational Services
Karen Huffines, Director of Elementary Programs
Melody Thorson, Principal, Ruhkala Elementary
Gail Salata, Teacher, Ruhkala Elementary
Nancy Bronte, Teacher, Sunset Ranch**



Overview of Presentation

- Connections to Strategic Plan and Local Control Accountability Plan
- Current status of Transitional Kindergarten (TK) & Kindergarten (K) in RUSD
- Full-day K Pilot Process
- Full-day K Program Proposal for 2016-17
- Funding
- Next Steps

Connections to Strategic Plan

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

Connections to Local Control Accountability Plan

- LCAP Goal 1

Rocklin Unified School District (RUSD) will ensure that all students will achieve to their highest potential and make continuous progress toward increasingly challenging academic goals consistent with college and career readiness standards and expectations.

2015-2016 TK Expansion

- 20:1 class ratio lowest in the county
- Improved access to quality educational programs for our youngest students
- Increased school sites provided easier access for families throughout the community
- Space for all interested families-no need to turn families away

Current Transitional Kindergarten Classes

2015-2016

- 8 TK classrooms
 - 2 at Rock Creek
 - 2 at Antelope Creek
 - 2 at Cobblestone
 - 1 at Parker Whitney
 - 1 at Rocklin Elementary
- **Total Enrollment: 160**
- **Total Capacity with current class size: 160**

Funding for Transitional Kindergarten

- Available Funding Sources for Class Size Reduction
 - Title 1
 - TK classrooms are located at Title 1 sites
- Available Funding Sources for Growth
 - LCFF Base and Supplemental Funds
 - Mello Roos (Fund 49) – (Facilities and equipment costs only)

Possible 2016-2017 Expansion

- Based on enrollment growth
- Continue to target Title 1 sites
 - Additional TK class at Parker Whitney and/or Rocklin Elementary
- Remain committed to 20:1 in all TK classrooms

Current Kindergarten Program Status

- 14 Full-day pilot classes
 - Sunset Ranch, Sierra, Rocklin Elementary, Ruhkala, Cobblestone
- 15 Extended-day classes
 - Antelope Creek, Breen, Rock Creek, Twin Oaks, Valley View, Parker Whitney
- **Total 2015-2016 Kinder Enrollment: 677**
 - 2014-15: 587
- **Total Capacity: 696**

Full-Day Kindergarten Pilot

- **Research Based Advantages of a Full-Day Kindergarten Program***
 - Long-term educational gains
 - Teachers develop strong connection with students
 - Learning challenges addressed earlier
 - Investments in quality early childhood programs are cost effective
 - Improved student preparation for first grade and beyond

**Full-day kindergarten and student achievement: A literature review, WestEd*

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

Full-Day Kindergarten Pilot

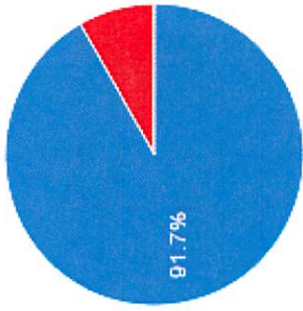
- November 2015
 - Survey sent to all teachers and parents participating in Full-day K
- December 2015
 - Full-day Kindergarten pilot teachers met to:
 - Review survey results
 - Provide feedback and input on program to date

Full-Day Kindergarten Pilot

- January 2016
- Kindergarten teachers met to:
 - Review survey results
 - Provide feedback and input of impact on move to full-day K program district wide
- Discussed with RTPA leadership

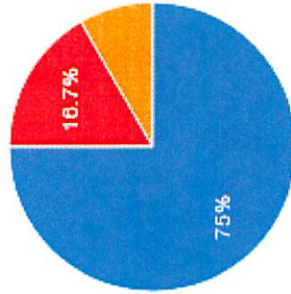
Full-Day Kindergarten Pilot Teacher Survey Results

Is the Full-Day schedule a good fit for your students?



Yes 11 91.7%
No 1 8.3%
No impact 0 0%

Does the Full-Day schedule have a positive impact on your students?



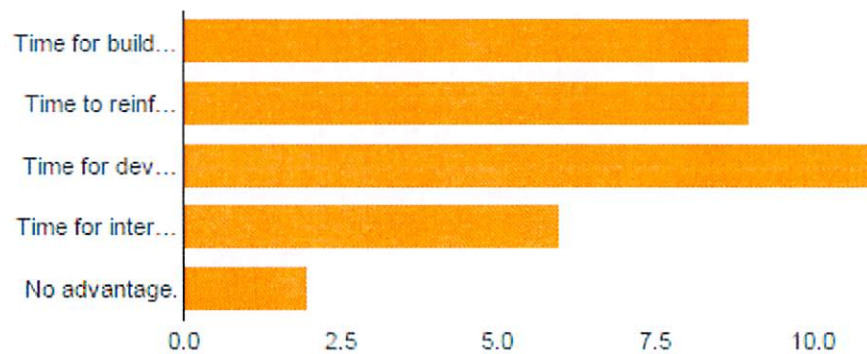
Yes 9 75%
No 2 16.7%
No impact 1 8.3%

Full-Day Kindergarten Pilot Teacher Survey Results

If you answered yes to the question above, in what areas do your students benefit from a Full-Day schedule?

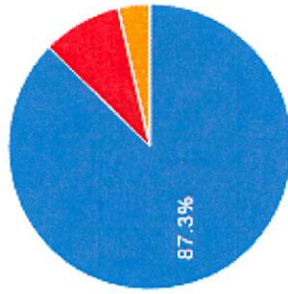


What, if any, teaching advantages are gained from the longer school day?



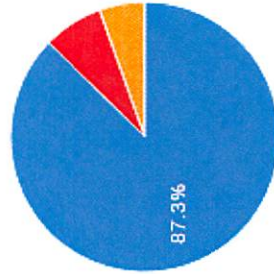
Full-Day Kindergarten Pilot Parent Survey Results

Is the Full-Day schedule a good fit for your student?



Yes	96	87.3%
No	10	9.1%
No impact	4	3.6%

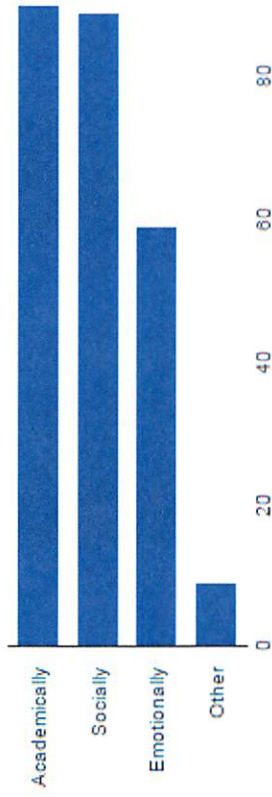
Does the Full-Day schedule have a positive impact on your student?



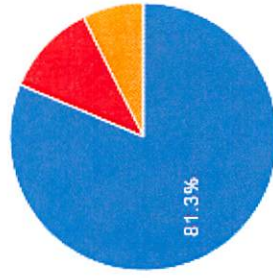
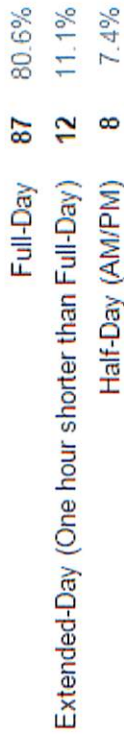
Yes	96	87.3%
No	8	7.3%
No impact	6	5.5%

Full-Day Kindergarten Pilot Parent Survey Results

If you answered yes to the question above in what areas does your child benefit from a Full-Day schedule?



Please select your preferred daily schedule for Kindergarten students.



Full-Day Kindergarten Pilot

- Voices from the field....
- Melody Thorson, Principal, Ruhkala
- Gail Salata, Teacher, Ruhkala
- Nancy Bronte, Teacher, Sunset Ranch

Associated Costs & Funding

• Full-day Kindergarten

- Cost of teacher prep time
 - P.E.—additional .80 FTE
 - P.E. Aide time—additional .55 FTE
 - VAPA—additional 1.20 FTE
- 65 minutes of aide support per class—3.95 FTE
- Increased lunch supervision—1.25 FTE
- One time cost for K supplies P.E. & VAPA \$22,000
 - Current pilot cost \$128,000
 - Additional 15 classes \$137,000

• Total Ongoing Cost \$265,000/year

Associated Costs & Funding

- Funding Source
 - LCFF Base and Supplemental Funds

Next Steps

- Parent Information Nights
 - Moved up a month from 2015-16
 - Transitional Kindergarten Information Night
 - Wednesday, January 13
 - Kindergarten Information Night
 - Thursday, January 28
- Applications accepted at both Parent Information Nights

Recommendation

- Move to Full-day Kindergarten district-wide beginning with the 2016-2017 school year

Next Steps

- *Kinder Kick Off* in the News—
 - 1/7 Valley View Science Lab live on Good Day Sacramento
 - 1/15 Antelope Creek *Leader in Me* program featured on Good Day Sacramento
 - Breen Kindergarten Music featured on Fox 40 Live
 - Sunset Ranch VAPA on KCRA (pending)
- Professional Development
 - Continue to provide ongoing PD opportunities for TK & K staff and administrators, PE and VAPA teachers

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Governor's Budget Update
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

The Governor presented his budget proposal for 2016-17 on January 7, 2016. Staff attended the School Services of California Inc. workshop on the proposed budget on January 13, 2016.

Status:

Staff will present a review of the Governor's budget proposal.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

Current year: N/A
Future years: Pending action by the legislature and the Governor.
Funding source: N/A

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

Power Point Presentation will be sent under separate cover.

Recommendation:

This is an information item only. No action is required.

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 Mtg)</i>
Present Draft School Year Calendar <i>(two years out - Consent)</i>	Human Resources	March <i>(1st Mtg)</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) (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 <i>(2nd Mtg)</i>
Student Board Member Recognition	Superintendent	May <i>(2nd Mtg)</i>
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 <i>(1st Mtg)</i>
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.*