

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



SEPTEMBER 16, 2015
SPECIAL RECOGNITION, EMPLOYEE YEARS OF SERVICE — 4:00 – 5:00 P.M.
REGULAR MEETING AGENDA — 6:30 P.M.

- 1.0 **CALL TO ORDER**
- 2.0 **ROLL CALL**
- 3.0 **CLOSED SESSION (5:00 P.M.)** – The Board will adjourn to closed session 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
 - 3.4 *Public Employee Performance Evaluation* as authorized by Government Code 54957 (Position: Superintendent).
- 4.0 **RECONVENE TO OPEN SESSION**
- 5.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION**
- 6.0 **PLEDGE OF ALLEGIANCE**
- 7.0 **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.
- 8.0 **COMMENTS FROM STUDENT REPRESENTATIVE**
- 9.0 **COMMENTS FROM BOARD AND SUPERINTENDENT**
- 10.0 **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.
 - 10.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
 - 10.1.1 September 2, 2015

- 10.2 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Colleen Slattery)
- 10.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)
- 10.4 **APPROVE BRANDMAN UNIVERSITY SUPERVISED FIELDWORK AGREEMENT** – Request to approve Brandman University Supervised Fieldwork Agreement. (Colleen Slattery)
- 10.5 **APPROVE OVERNIGHT FIELD TRIP(S)** – Request to approve the following overnight field trips. (Karen Huffines and Marty Flowers).
- 10.5.1 Rocklin Elementary, Grade 6 students to attend overnight field trip to Sly Park Environmental Science Camp in Pollock Pines, CA (October 26, 2015 – October 30, 2015).
- 10.5.2 Sunset Ranch Elementary, Grade 5 students to attend overnight field trip to Age of Sail in San Francisco, CA (four classes will each attend a one night trip: October 1 / 2 , October 15/16, November 5/6, November 30/December 1, 2015).
- 11.0 **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.
- 11.1 **APPROVE 2014-15 UNAUDITED ACTUAL FINANCIAL STATEMENTS** – Approve 2014-15 Unaudited Actual Financial Statements Report. (Barbara Patterson)
- 11.2 **RESOLUTION 15-16-09 ESTABLISHING APPROPRIATION LIMITATION (GANN LIMIT)** – Approve Resolution 15-16-09 establishing appropriation limitation for 2015-16 (Barbara Patterson)
- 11.3 **HOLD PUBLIC HEARING AND APPROVE RESOLUTION 15-16-08 RESOLUTION AFFIRMING SUFFICIENT TEXTBOOKS AND INSTRUCTIONAL MATERIALS FOR 2015-16** – Approve Resolution 15-16-08 affirming sufficient textbooks and instructional materials for the 2015-16 school year. (Karen Huffines)
- 11.4 **APPROVE BOARD POLICY (BP) AND EXHIBIT (E)** - Request to approve a revision to Board Policy 5145.11 and Exhibit 5145.11, Questioning and Apprehension by Law Enforcement (Martin Flowers)
- 11.4.1 BP 5145.11 Questioning and Apprehension by Law Enforcement – Revised
- 11.4.2 E 5145.11 Questioning and Apprehension by Law Enforcement – Revised
- 12.0 **INFORMATION AND REPORTS**
- 12.1 **ROCKLIN UNIFIED SCHOOL DISTRICT EMERGENCY RESPONSE GUIDE** – (Karen Huffines, Martin Flowers)
- 13.0 **PENDING AGENDA** – This is the time to place future items on the Pending Agenda.
- 14.0 **CLOSED SESSION** – The Board will adjourn to closed session regarding the following matters.
- 14.1 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9
- 14.2 *Public employee discipline/dismissal/release pursuant to Government Code section 54957*

- 14.3 *Conference with Labor Negotiators* as authorized by Government Code Section 54957.6
District Representative(s): Roger Stock, Superintendent
Barbara Patterson, Deputy Superintendent, Business and Operations
Colleen Slattery, Assistant Superintendent, Human Resources
- 14.4 *Public Employee Performance Evaluation* as authorized by Government Code 54957 (Position: Superintendent).
- 15.0 **RECONVENE TO OPEN SESSION**
- 16.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION**
- 17.0 **ADJOURNMENT**

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

NEXT REGULARLY SCHEDULED BOARD MEETING: OCTOBER 21, 2015, 6:30 P.M.



DECLARATION OF POSTING

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING AGENDA

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

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

Date of Posting:

September 11, 2015

Place Posted:

2615 Sierra Meadows Drive
Rocklin, CA 95677

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

Executed on the 11th day of September 2015 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*



SEPTEMBER 2, 2015
REGULAR MEETING MINUTES — 6:30 P.M.

1.0 **CALL TO ORDER**– President Todd Lowell called the regular meeting of the Rocklin Unified School District Board of Trustees to order at 6:35 P.M., September 2, 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*

Student Representative: Travis Elmont, *Whitney High School*

Administrative Staff: Roger Stock, *Superintendent*; 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*; Jennifer Palmer, *Assistant Principal, Sunset Ranch Elementary School*; Mark Williams, *Principal Victory High School/Rocklin Independent Charter Academy*; Beth Davidson, *Principal Spring View Middle School*; Brenda Meadows, *Recorder*.

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

4.0 **SPECIAL RECOGNITIONS/PRESENTATIONS**

4.1 Special Recognition – Greg Daley, on behalf of the Board, presented a special recognition to former Spring View Middle School students Grace McDonald and Hannah MacKenzie. Both students are currently freshman at Whitney High School. The students, under the leadership of teacher Lynne Meiers, placed first in the *Kenneth E. Behring National History Day Competition, for Junior Group Website Entry*, at the University of Maryland in June.

4.2 Special Recognition – Trustee Todd Lowell, on behalf of the Board, recognized the Technology Services Team for their outstanding work in deploying and repurposing over 1200 teacher and student computers as the District prepared to welcome everyone back to the 2015-16 school year. Also receiving special recognition was Spring View student, Chris Meteer, who volunteered countless hours this summer to assist the Technology Services department.

5.0 **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: Karen Enghusen, has grandchildren in the District, asked about the District's facilities plans and the possibility of any new schools being built to accommodate any new growth that might take place. Joel Higginbotham, parent of three students in the District (2 at Twin Oaks Elementary and 1 at Sierra Elementary), shared his families experience and concerns about redirection of students to school site(s) out of their neighborhood when school sites are impacted.

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

7.0 **COMMENTS FROM BOARD AND SUPERINTENDENT** – Wendy Lang welcomed Student Representative Travis Elmont to the Board of Trustees for 2015-16. Lang shared that she attended Back to School Night and was proud of the outstanding and well taken care of facilities as well as the high level of technology being used on campuses. Lang also mentioned that Rocklin High School Back to School Night was well attended and showed great parent involvement. Greg Daley welcomed everyone back to the new 2015-16 school year and thanked the District Office Team for their hard work over the summer to ensure the successful set up of the new school year. Daley also expressed his condolences for the Brewer family. Mr. Brewer, a recently retired teacher that passed away last week. Camille Maben attended the Teacher Professional Development Days in August, including an in-service for elementary math, and was encouraged by the great curriculum work going on in the District. Susan Halldin shared that she also attended a couple of Back to School Nights, and read a Facebook post from a parent that stated how RUSD teachers are focused on “critical thinking and real life views.” Todd Lowell thanked those that organized the Professional Development days, sharing that he enjoyed participating in a few of the trainings. Lowell also thanked Food Services for their contribution to the All Staff BBQ. Superintendent Roger Stock thanked all employees who worked so hard to get school year off to a great start, and thanked the Board for their efforts as well. Stock also shared that next Wednesday is the first Special Education Forum, and invited all parents to attend. Stock also an invitation to the upcoming Quarry Bowl, hosted at Whitney High School, on Friday, September 11.

8.0 **ACTION ITEMS - CONSENT CALENDAR**

8.1 **APPROVE BOARD MINUTES** – Request to approve Board minutes.
8.1.1 August 5, 2015

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

8.3 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items included on the Classified Personnel Report. (Colleen Slattery)

8.4 **APPROVE BILL WARRANTS** – Request to approve Bill Warrants. (Barbara Patterson)

8.5 **APPROVE MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)

8.6 **ACCEPT DONATIONS** – Request to accept District donations. (Barbara Patterson)

8.7 **APPROVE WILL SERVE LETTER WHITNEY RANCH PHASE IIB UNITS 45A, 46CD, 46E AND 47AB** – Request to approve Will Serve Letter for Whitney Ranch Phase IIB Units 45A, 46CD, 46E and 47 AB (Craig Rouse)

- 8.8 **APPROVE WILL SERVE LETTER WHITNEY RANCH UNITS 46AB AND 46CD** – Request to approve Will Serve Letter for Whitney Ranch Phase units 46AB and 46AD (Craig Rouse)
- 8.9 **APPROVE RESOLUTION NO. 15-16-06 DELEGATION OF CERTAIN CONTRACTING POWERS TO THE SUPERINTENDENT OR DESIGNEE** – Request to approve Resolution No. 15-16-06, delegation of certain contracting powers to the Superintendent or designee. (Craig Rouse)
- 8.10 **APPROVE DISPOSING OF SURPLUS FURNITURE AND EQUIPMENT** – Request to approve the authorization of Senior Director Facilities and Operations to determine when furniture and equipment are no longer usable and authorize disposal of items. (Craig Rouse)
- 8.11 **APPROVE REVISED COORDINATOR FAMILY COMMUNITY ENGAGEMENT AND STRATEGIC PLANNING JOB DESCRIPTION TO CHIEF OF COMMUNICATIONS AND COMMUNITY ENGAGEMENT**– Request to approve revised Coordinator Family Community Engagement and Strategic Planning job description to Chief of Communications and Community Engagement. (Roger Stock)
- 8.12 **APPROVE RESOLUTION 15-16-07 ADOPTING REVISED DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS FOR 2015-16 SCHOOL YEAR** – Request to approve Resolution 15-16-07 adopting revised declaration of need for fully qualified educators for 2015-16 school year. (Colleen Slattery)

Camille Maben noted her absence at the August 5, 2015, Board of Trustees meeting and requested removal of **Item 8.1.1** for separate action.

Susan Halldin requested to pull **Item 8.11** for separate discussion.

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 Greg Daley and seconded by Wendy Lang to approve **item 8.1.1**, August 5, 2015 Board Minutes. Motion passed unanimously by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Halldin – aye, Lowell – aye. (Maben abstained).

Comments regarding **Item 8.11**: Halldin shared that after review of the proposed Chief of Communications and Community Engagement job description, she felt compelled to express concerns about the minimum years of work experience required. Halldin stated that 5-7 years of experience seemed more appropriate for a position at this level that is reporting to Superintendent. Trustees Lowell, Daley, Lang and Maben stated that by posting the position for a candidate with 3+ years of working experience, the District could pick up more candidates and allow for wider pool of candidates. After discussion, Trustees were in agreement with revised wording in job description shared by Lowell stating “minimum 5 years relevant experience preferred” and “internal and external communications for or on behalf of a public agency.” Stock stated that the salary schedule for this position has 6 steps and is designed to allow candidate(s) to be placed based on experience and falls into the medium range for similar positions within other school districts in the surrounding areas.

A **MOTION** was then made by Susan Halldin and seconded by Camille Maben to approve **item 8.11**, revised Coordinator Family Community Engagement and Strategic Planning job description to Chief of Communications and Community Engagement with proposed language. Motion passed unanimously by the following roll call vote: Student Representative – aye, Lang – aye, Daley – aye, Maben – aye, Halldin – aye, Lowell – aye.

9.0 ACTION ITEMS – REGULAR AGENDA

- 9.1 **APPOINT DIRECTOR FISCAL SERVICES** – Superintendent Roger Stock requested to pull this item off the agenda to bring back at the September 16, 2015 meeting.
- 9.2 **ELEMENTARY REPORT CARD UPDATE AND APPROVAL OF ADMINISTRATIVE REGULATION (AR)** – Karen Huffines, Director of Secondary Programs and School Leadership provided Trustees with an update on the elementary report card.
- 9.2.1 **ADMINISTRATIVE REGULATION 5121 (AR)** - Following the Report Card Update, Huffines requested approval of Administrative Regulation (AR) 5121 - Grades/Evaluation of Student Achievement – Revised

Comments: Wendy Lang asked about plans to communicate the new report card with parents when they sign up electronically for parent teacher conferences. Huffines responded that the District would see if a link for parents could be provided through Schoology software. Greg Daley thanked Huffines and team for their work in this area and asked how the current assessments will play into the new report cards. Huffines said that teachers can certainly use the current assessments and implement the two together. Daley also shared that in the Administrative Regulation (AR 5121) teachers will be using plus and minus and noticed the guidance is gone. Huffines responded that once this information is identified, it will be put back into place. Student Representative Travis Elmont how standards based grading work with averages and if students receive a letter grade or just numbers (for elementary). Huffines, and Teacher on Special Assignment (TOSA) Lara Kikosicki, clarified that grades 7 and up will still receive letter grades. Halldin asked if this model will eventually be considered for upper grades since research shows that this is the right direction to go for elementary. Huffines responded that is unlikely to see that happen due to the complexity of grading for upper grades. Lowell asked for confirmation that the biggest change with the new report card is in grades 4, 5 and 6 where the number grades are changing to letter grades. Huffines confirmed that this is the case.

A **MOTION** was made by Susan Halldin and seconded by Wendy Lang to approve revision(s) to Administrative Regulation (AR) 5121, Grades/Evaluation of Student Achievement. Motion passed unanimously.

10.0 INFORMATION AND REPORTS

- 10.1 **SCHOOL OPENING REPORT** – Superintendent’s Cabinet shared that August 18, 2015, marked the beginning of the RUSD 2015-16 school year for students. Preparations and planning throughout the summer months helped ensure a smooth opening of schools. As expected, schools were set and ready to welcome all students and their families back for a successful 2015-16 school year. Cabinet members shared activities related to this year’s school opening:

Comments: Wendy Lang thanked the Technical Services Team for their excellent communications with all District Staff when technical issues arise.

- 10.2 **SUMMER SCHOOL REPORT ON EXTENDED SCHOOL YEAR (ESY), ENGLISH LEARNER (EL) SUMMER SCHOOL AND HIGH SCHOOL RECOVERY SUMMER SCHOOL/ESY FOR 2014-15 SCHOOL YEAR** – Elementary Summer School Principal, Jennifer Palmer, and Summer School Secondary Co-Principals, Bryce Lauritzen and Skott Hutton shared an informational report with Trustees on each respective program offered to students from June 15 – July 15, 2015.

Elementary Highlights:

- Weekly academic and behavior awards
- Progress monitoring for IEP goals
- Sami Circuit-Motivational assembly emphasizing health and fitness.

- Chromecart access for all students
- Walking field trips to the park
- Daily updates to staff by admin on campus events and successes
- 82% attendance for elementary ESY
- 81% attendance for preschool ESY
- 86% attendance for ELD

Secondary Highlights:

- Successful rollout of Aeries.net including attendance and grade reporting.
- Several teachers used Chromebooks exclusively to deliver instruction in a paperless classroom environment.
- Students with special needs worked on maintaining progress on IEP goals and had several opportunities to have community based activities.
- A special education class, in partnership with Pet Partners, utilized a therapy dog during social skills instruction.

Comments:

Wendy Lang thanked the Summer School Principals for their dedication and leadership. Lang asked what kind of survey response they received from parents regarding the 4 day school schedule for students. Principals shared that the majority of feedback they received was in favor of a 4 day week which allowed parents to have a longer weekend for family vacations. They stated that although there were some requests for a “four day/four hour” week option, it was not possible to offer this due to number of days required for ADA. Susan Halldin shared that her feedback from parents was that the 4 day week did not serve some parents favorably. Wendy Lang asked how we can better serve students who are “missing hours” and suggested that in these cases, there might be a designated representative or team would review the student’s case and approve as needed. Susan Halldin shared that she visited both the elementary and secondary summer school programs and especially appreciated the efforts made at the elementary level for students attending ESY where staff identified a specific IEP goal to focus on. Halldin would like to see this same model implemented at the secondary summer school. Halldin also asked why the District provides EL services in 6th grade and not secondary? Stock responded that as the District develops and revises LCAP in the upcoming years, efforts will be made to provide these services to all grades (K-12). Barbara Scott stated that work days play into scheduling, and the District typically has 20 days of ESY (including holidays).

- 11.0 **PENDING AGENDA** – Susan Halldin requested adding an information item on “later start time” for secondary students in response to supporting research. Todd Lowell stated that the Board did have much discussion on this item a number of years back, and since it effected transportation, athletics, etc., the District did not move forward with implementation. Daley shared that it may be beneficial to open the item up for discussion again. Roger Stock stated that staff can bring this back as an information item and include research and questions to be answered, so that all benefits and barriers can be identified and weighed for Board direction.
- 12.0 **CLOSED SESSION** – Closed session convened at 8:35 P.M. regarding the following matters:
- 12.1 *Conference with Legal Counsel – Anticipated and Existing Litigation* as authorized by Government Code section 54956.9
- 12.2 *Public employee discipline/dismissal/release pursuant to Government Code section 54957*
- 12.3 *Conference with Labor Negotiators* as authorized by Government Code Section 54957.6
- District Representative(s): Roger Stock, Superintendent
Barbara Patterson, Deputy Superintendent, Business and Operations
Colleen Slattery, Assistant Superintendent, Human Resources
- 13.0 **RECONVENE TO OPEN SESSION** – President Lowell reconvened the meeting to open session.

- 14.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – No action was taken in Closed Session.
- 15.0 **ADJOURNMENT**– President Lowell adjourned the meeting at 9:30 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, September 2, 2015

NAME	AFFILIATION <small>(site name/position, parent, community organization, etc.)</small>	CONTACT INFORMATION <small>(email and/or phone)</small>
Alicia Boyd	SR / Computer Technician	aboyd@rocklin.k12.ca.us
Helen Olafsen	Cobblestone / Computer Technician	holafsen@rocklin.k12.ca.us
Michele Martin	BR / Comp. Tech	mmartin@rocklin.k12.ca.us
Leonard Lee	WH / NETWORK COORD.	llee@rocklinusd.org
Karen Enghusen	Community	kmitenghusen@hotmail.com
Dean Moore	RH / Network coord.	dmoore@rocklin.k12.ca.us
Joel Higginbotham	Parent	Joel-Higginbotham@sbcslab1.net
Jennifer Palmer	SR - Asst. Principal	jpalmer@rocklin.k12.ca.us
Jodi Konesky	DO	jkonesky@rocklin.k12.ca.us
Christine Kishiy	DO	
Tiffany Peltier	MS	
Barbara Stott	AC/SE	
Bryce Lauritzen	DO - Prog Spec	

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

CERTIFICATED/MANAGEMENT PERSONNEL REPORT

RESIGNATIONS/RETIREMENTS:

1. Hiat Saleh, School Psychologist, Resignation 9/1/15

NEW HIRES 2015-16:

2. Shelley Chappell, 1.0 FTE District Librarian, Elementary, 9/14/15
3. Carrie Kurpershoek, 0.8 FTE RSP Teacher, Maria Montessori Charter Academy, 8/28/15
4. Eleanor Matulich, 0.50 FTE Work Experience Teacher, High School, 9/8/15

CLASSIFIED PERSONNEL REPORT

RESIGNATIONS/RETIREMENT:

1. Louise Haney, Library Aide, Rock Creek Elementary, 9/11/15
2. Henry Martin, Discipline Tech, Rocklin High School, 8/31/15
3. Guen Herron, Nutrition Services Worker I, Whitney High School, 9/11/15
4. Heidi Lawrence, Library Aide, Sunset Ranch Elementary, 8/31/15

LEAVE OF ABSENCE:

5. LilyFaye Morris, Health Aide, Spring View Middle School, 8/24/15—10/5/15

NEW HIRES FOR 2015-16:

6. Ami Moore, Instructional Aide, Sunset Ranch Elementary, 8/26/15
7. Britney Von Striver, Special Ed Instructional Aide I, Rocklin High School, 8/31/15
8. Megan McChesney, Instructional Aide, Sunset Ranch Elementary, 9/1/15
9. Carol Oliveras, Instructional Aide- EL II, Sunset Ranch Elementary, 8/24/15

RECLASSIFICATIONS/CHANGE IN HOURS:

10. Stacey Daniels, Library Aide, Cobblestone Elementary, 8/26/15
11. Emily Colton, Special Ed Instructional Aide II, Whitney High School, 8/28/15
12. Lisa Lombard, Instructional Aide, Twin Oaks Elementary, Increase in hours, 8/18/15
13. David Jurgeit, Instructional Aide, Twin Oaks Elementary, Increase in hours, 8/18/15
14. Jacqueline Gonzalez, Instructional Aide, Twin Oaks Elementary, Increase in hours, 8/18/15
15. Cachet Abedi, Instructional Aide, Twin Oaks Elementary, Decrease in hours, 8/18/15
16. Jan Smyers, Instructional Aide, Sierra Elementary, Decrease in hours, 8/18/15
17. Tamara Henry, Instructional Aide, Cobblestone Elementary, Increase in hours, 8/18/15
18. Patricia McElhinney, Instructional Aide, Cobblestone Elementary, Increase in hours, 8/18/15

**ROCKLIN UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

19. Bernadine Lawrence, Instructional Aide, Cobblestone Elementary, Increase in hours, 8/18/15
20. Susan Bliss, Instructional Aide, Cobblestone Elementary, Increase in hours, 8/18/15
21. Lisa Benoist, Instructional Aide, Cobblestone Elementary, Increase in hours, 8/18/15
22. Regina Ellis, Instructional Aide, Breen Elementary, Change in hours, 8/18/15
23. Stacey Daniels, Library Aide, Rock Creek Elementary, resigned hours, 8/27/15
24. Kathy O'Keefe, Computer Center Tech, Parker Whitney, Voluntary reduction in hours, 9/14/15
25. Helen Olafsen, Instructional Aide, Cobblestone Elementary, Change in hours, 8/18/15
26. Nicole Warner, Instructional Aide, Valley View Elementary, Increase in hours, 8/18/15
27. Sabrina March, Instructional Aide, Valley View Elementary, Increase in hours, 8/18/15
28. Debbie Tachis, Instructional Aide, Valley View Elementary, Increase in hours, 8/18/15
29. Martha Brown, Instructional Aide, Valley View Elementary, Increase in hours, 8/18/15
30. Selena Ueltzen, Instructional Aide- PE, Parker Whitney Elementary, Increase in hours, 8/18/15
31. Pamela Fris, Special Ed Instructional Aide III, Breen Elementary, 8/18/15
32. Kelly Leach, Computer Center Tech, Antelope Creek Elementary, Increase in hours, 8/18/15

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Brandman University Supervised Fieldwork Agreement
DEPARTMENT: Office of the Assistant Superintendent, Human Resources

Background:

Agreement has been made available between Brandman University, part of the Chapman University System, and Rocklin Unified School District (RUSD) to provide Brandman University 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 Supervised Fieldwork Agreement between Brandman University and RUSD for the period of September 16, 2015 and shall continue in full force and effect through September 15, 2018.

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 Supervised Fieldwork Agreement between Brandman University and RUSD for the period of September 16, 2015 and shall continue in full force and effect through September 15, 2018.

Recommendation:

Staff recommends approval of the Supervised Fieldwork Agreement between Brandman University and RUSD for the period of September 16, 2015 and shall continue in full force and effect through September 15, 2018.



SUPERVISED FIELDWORK AGREEMENT

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University Roseville Campus.

TEACHER EDUCATION	<input checked="" type="checkbox"/>	SCHOOL PSYCHOLOGY	<input type="checkbox"/>
SCHOOL COUNSELING	<input type="checkbox"/>	EDUCATION ADMINISTRATION	<input checked="" type="checkbox"/>

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Rocklin Unified School District, hereinafter called "FIELDWORK SITE."

I. RESPONSIBILITIES OF THE UNIVERSITY

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, to be eligible for supervised fieldwork including proof of negative TB test current within one year of supervised fieldwork and issuance of finger print clearance.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.
- D. The UNIVERSITY may provide monetary compensation for services rendered by the FIELDWORK SITE in an amount not to exceed the actual cost of the services rendered by the FIELDWORK SITE per Appendix A.

II. RESPONSIBILITIES OF THE FIELDWORK SITE

- A. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- B. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.
- C. The FIELDWORK SITE staff will provide, upon request by any participating student, such reasonable accommodations at the FIELDWORK SITE as required by law in order to allow qualified disabled students to participate in the program.

- D. To provide for emergency health care of the student in case of accident at the expense of the student.
- E. To provide all participating students with a copy of the FIELDWORK SITE'S rules, regulations, policies, and procedures with which the students are expected to comply and notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- F. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- G. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE'S supervision of UNIVERSITY students.

III. THE PARTIES MUTUALLY AGREE

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences, or terminate the field experience assignment of any student of the UNIVERSITY assigned to the FIELDWORK SITE in writing. Prior to removal of a student, the FIELDWORK SITE shall consult with the UNIVERSITY about its concerns and proposed course of action. The UNIVERSITY may terminate the field experience assignment or student teaching assignment of any student of the UNIVERSITY at the FIELDWORK SITE at any time, and may do so if the FIELDWORK SITE so requests in writing with a statement of reasons why the FIELDWORK SITE desires to have the student withdrawn.
- C. Neither party shall discriminate in the assignment of students on the basis of race, color, disability, sex, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- D. The UNIVERSITY agrees to indemnify, hold harmless, and defend the FIELDWORK SITE, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the FIELDWORK SITE because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents, employees, or students.
- E. The FIELDWORK SITE agrees to indemnify, hold harmless, and at the UNIVERSITY'S request, defend the UNIVERSITY, its agencies and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the UNIVERSITY because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement, and due or claimed to be due to the negligence of the FIELDWORK SITE, its agents, or employees.
- F. The parties agree that the students are considered learners who are fulfilling specific requirements for field experiences as part of a degree and/or credential requirement. Therefore, regardless of the nature or extent of the acts performed by them, students are not to be considered employees or agents of either the UNIVERSITY or the FIELDWORK SITE for any purpose including Workers' Compensation or any other employee benefit programs. The students shall not be entitled to any monetary remuneration for services performed by them in the course of their training.

- G. The parties mutually agree each shall provide and maintain commercial general liability insurance or self-insurance acceptable to both parties in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement. Except for ten (10) days notice of non-payment of premium, the Parties will require 30 days written notice for any policies that are canceled, non-renewed, or coverage/limits that are reduced or materially altered.
- H. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- I. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- J. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK SITE CONTACT INFORMATION:

Rocklin Unified School District
 2615 Sierra Meadows Drive
 Rocklin, CA 95677
 Attn: Human Resources
 Tel: (916) 624-2428

UNIVERSITY CONTACT INFORMATION:

Brandman University
 16355 Laguna Canyon Road
 Irvine, CA 92618
 Attn: School of Education, Dean
 Tel: (949) 341-9899

- K. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- L. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.
- M. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.
- N. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

Appendix A
Payment for Master Teachers for Teacher Education Fieldwork Only

I. SPECIAL PROVISIONS – RATES and PAYMENTS

- (a) **\$ 200** Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Multiple and Single Subject Credential candidates.
- (b) **\$ 200** Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Education Specialist Instruction Credential (Special Education) candidates.

METHOD OF PAYMENT: Stipend is to be paid directly to the Master Teacher.

In the event the assignment of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been in student teaching and has been at the assignment for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment. Said payment is to exceed no more than six (6) units per session of terminated assignment. In the event the field experience of a UNIVERSITY student is terminated by the UNIVERSITY and/or the MASTER TEACHER for any reason after the student has been in the field experience for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment.

Within thirty (30) days following the close of each session or academic session of the UNIVERSITY, the MASTER TEACHER shall submit an invoice and I-9 form as provided and signed to them by the UNIVERSITY, to the UNIVERSITY for payment at the rate provided therein for all field experiences provided by the FIELDWORK SITE under and in accordance with this agreement during said session. This process may be altered according to individual districts procedures as to the manner in which the invoicing will proceed so long as the parties mutually agree to such alteration in advance.

Appendix B
Specific Supervision Requirements for Each Program

Teacher Education Fieldwork:

- A. "Field Experience" as used herein and elsewhere in this agreement means active participation in the duties and function of classroom under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the field experience is provided, and have completed a minimum of three years successful teaching experience. "Student Teaching" is used herein and elsewhere in this agreement means participation in the duties and function of classroom teaching under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid, teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching experience is provided, and have completed a minimum of three years successful teaching experience.
- B. The UNIVERSITY'S Teacher Education Policy provides that student teachers without emergency or substitute permits may not be asked by the school districts to serve and be paid for substitute teaching as, under California law, student teachers are not certificated personnel and as they require full-time supervision. Those holding substitute or emergency permits may substitute for their master teacher only (a maximum of four (4) days only): when s/he is ill; when it is determined by the principal that this is in the best interest of the students in the classroom as well as the candidate; after the first four weeks of the first assignment; and/or when the candidate is paid.
- C. "Session of Student Teaching," for Multiple Subject and Single Subject Credential candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- D. "Session of Student Teaching," for Education Specialist Instruction Credential (Special Education) candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- E. An assignment of a Multiple Subject and Single Subject Credential candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a two eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- F. An assignment of an Education Specialist Instruction Credential (Special Education) candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a single eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- G. The assignment of a UNIVERSITY student to field experiences and student teaching at FIELDWORK SITE shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper FIELDWORK SITE officials the assignment papers or

other documents provided by the UNIVERSITY effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

School Counseling Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
 - a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
 - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
 - c. Developing, implementing and evaluating academic and behavioral interventions.
 - d. Providing counseling and other mental health interventions.
 - e. Home, school, community collaboration: working with parents and community members.
 - f. Learning about, helping develop, or evaluating policy, practices and programs.
 - g. Participating in professional development activities.
 - h. Participating in individual or group supervision.
 - i. Learning about and using technology and information systems.
 - j. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

School Psychology Fieldwork:

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.
- C. Provide experiences with a variety of educational programs.

- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:
- a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
 - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
 - c. Developing, implementing and evaluating academic and behavioral interventions.
 - d. Providing counseling and other mental health interventions.
 - e. Home, school, community collaboration: working with parents and community members.
 - f. Learning about, helping develop, or evaluating policy, practices and programs.
 - g. Participating in professional development activities.
 - h. Participating in individual or group supervision.
 - i. Learning about and using technology and information systems.
 - j. Learning about individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in school Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and a half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

School Administration:

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- C. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Rocklin Elementary's Sly Park Environmental Science Camp Overnight Field Trip

DEPARTMENT: Office of the Deputy Superintendent, Educational Services

Background:

The 6th grade classes at Rocklin Elementary School would like to participate in a science camp at the Sly Park Environmental Science Camp. We will travel to Sly Park Environmental Science Camp on October 26, 2015 and return on October 30, 2015. While at the Sly Park Environmental Science Camp, students will learn environmental science and geology of the surrounding area.

Status:

Staff is requesting approval for Rocklin Elementary School's 6th grade field trip to Sly Park Environmental Science Camp for approximately 96 students, 12 adults, and no high school chaperones. The trip is scheduled for October 26, 2015 – October 30, 2015.

Presenter(s):

Amanda Makis, Principal

Financial Impact:

Current year: \$260.00 per student
Future years: NA
Funding source: Fundraising, parents/students donations, and PTC scholarships

Materials/Films:

None

Other People Who Might Be Present:

Teacher(s): Sam Meteer, Joshua Van Der Kamp and Gloria Chesbro. All are 6th grade teachers.

Allotment of Time:

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

Packet Information:

None

Recommendation:

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

Submitted by:	<u>d. Jordan</u>	Date:	<u>8/24/15</u>
Approved by Site Administrator:	<u>Ammakis</u>	Date:	<u>8/24/15</u>
Approved by Superintendent or Designee:	<u>[Signature]</u>	Date:	<u>8/31/15</u>

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Sunset Ranch Age of Sail Overnight Field Trip

DEPARTMENT: Educational Services

Background:

The 5th grade classes at Sunset Ranch Elementary School would like to participate in an overnight field trip to "Age of Sail", in the San Francisco Bay area. Sunset Ranch students and chaperones will travel to Age of Sail on various dates:

Mr. Craig Haviland's class; Thursday, November 5, 2015 and return on Friday, November 6, 2015.

Ms. Alicia Perkins' class; Monday, November 30, 2015 and return on Tuesday, December 1, 2015

Mrs. Adriana Coffman's class; Thursday, October 1, 2015 and return on Friday, October 2, 2015

Mrs. Ann Feliz's class; Thursday, October 15, 2015 and return on Friday, October 16, 2015

While at Age of Sail, students will participate in many hands-on activities that support their social studies curriculum, character development, self-reliance and self-confidence.

Status:

Staff is requesting approval for the 5th grade classes shown above to attend Age of Sail; each group includes approximately 30 students and 7 adults. The trips are scheduled for various dates.

Presenter(s):

James Trimble, Principal

Financial Impact:

Current year: \$120 per student

Future years: NA

Funding source: Parents, PTC Scholarships

Materials/Films:

None

Other People Who Might Be Present:

Craig Haviland, Alicia Perkins, and Adriana Coffman, Sunset Ranch 5th grade teachers

Allotment of Time:

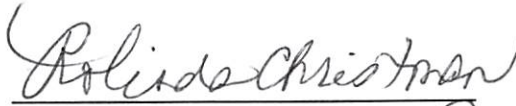
Check one of the following: Consent Calendar Action Item Information Item

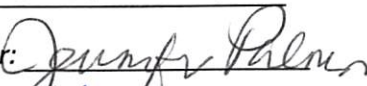
Packet Information:


None

Recommendation:

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

Submitted by:  Date: 9/3/15

Approved by Site Administrator:  Date: 9/3/15

Approved by Superintendent or Designee:  Date: 9/3/15

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

SUBJECT: Approve 2014-15 Unaudited Actual Financial Statements
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

Each year the district closes its books and is required to report the results to the Board, county, and state. These results are audited by the independent auditors each fall with audited financial statements presented to the Board by January 31 each year.

Status:

Below is a three year summary of unrestricted fund balance and change in ending fund balance:

	2012-13		2014-15		
	Actual	Actual	Estimated Actual	Actual	
Total Expenditures & Transfers Out	\$ 78,344,690	\$ 81,756,712	\$ 89,872,704	\$ 91,604,644	
Unrestricted Fund Balance (U.F.B.)	\$ 11,461,886	\$ 8,488,622	\$ 8,293,831	\$ 8,860,117	#
\$ U.F.B. Increased (Decreased)	\$ (2,524,800)	\$ (2,973,264)	\$ (194,791)	\$ 371,495	#
% U.F.B. Increased (Decreased)	-18.05%	-25.94%	-2.29%	4.38%	
Total Unrestricted F.B. as a % of Total General Fund Expenditures + Transfers Out	14.63%	10.38%	9.23%	9.67%	^
% Change in Unrestricted F.B.	-3.94%	-4.25%	-1.15%	-0.71%	

Unrestricted F.B. Available (excludes non-expendable, Committed and Other Assigned)	\$ 9,036,515	\$ 3,970,519	\$ 5,216,965	\$ 5,669,000	
Total Available Unrestricted F.B. as a % of Total General Fund Expenditures + Transfers Out	11.53%	4.86%	5.80%	6.19%	# ^
% Change in Available Unrestricted F.B.	-4.62%	-6.68%	0.95%	1.33%	

- # Unaudited Actuals are remarkably close to what was estimated last spring.
- ^ Total Unrestricted Fund Balance and Total Available Unrestricted Fund Balance as percentages of total expenditures and transfers out changed by less than 1/2 percent.

The enclosed financial statements reflect the results of the prior year's activity by fund. Below is a summary for the general fund:

	Unrestricted	Restricted	Total
Revenue & Other Financial Sources	\$ 77,756,926	\$ 12,739,039	\$ 90,495,965
Expenditures & Other Financing Uses	68,486,951	23,117,693	91,604,644
Contributions to Restricted Programs	(8,898,480)	8,898,480	-
Excess Revenues Over Expenditures	\$ 371,495	\$ (1,480,174)	\$ (1,108,679)
Beginning Fund Balance	8,488,622	4,881,245	13,369,867
Ending Fund balance	\$ 8,860,117	\$ 3,401,071	\$ 12,261,188
Components of Fund Balance:			
Nonspendable	\$ 51,170		\$ 51,170
Restircted		\$ 3,401,071	3,401,071
Committed	584,641		584,641
Assigned	2,555,306		2,555,306
Reserve for Economic Uncertainty	5,669,000		5,669,000
Total	\$ 8,860,117	\$ 3,401,071	\$ 12,261,188

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: None

Allotment of Time: 5 Minutes

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

Packet Information:

A copy of the state reporting package is included in the packet.

Recommendation:

Staff recommends accepting the 2014-15 Unaudited Actual Financial Report.

ROCKLIN UNIFIED SCHOOL DISTRICT
BOARD AGENDA BRIEFING

Item 11.2
ACTION
September 16, 2015

SUBJECT: Resolution 15-16-09 Establishing Appropriation Limitation (Gann Limit)
DEPARTMENT: Office of the Deputy Superintendent, Business & Operations

Background:

Education Code Sections 1629 & 42132 specify that the school district governing board shall adopt a resolution identifying the estimated appropriation limits for the current year and the actual appropriation limits for the proceeding year.

Status:

Attached is a copy of the required resolution.

Presenter:

Barbara Patterson, Deputy Superintendent, Business & Operations

Financial Impact:

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

Materials/Films:

None

Other People Who Might Be Present:

None

Allotment of Time:

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

Packet Information:

2015-16 Appropriations Limit Calculations
Resolution 15-16-09 Establishing Appropriation Limitation

Recommendation:

Approve Resolution 15-16-09 establishing appropriation limitation for 2015-16.

	2014-15 Calculations			2015-16 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA (2013-14 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2013-14 Actual			2014-15 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	67,028,879.78		67,028,879.78			66,098,966.68
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	10,877.25		10,877.25			10,751.05
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2013-14			Adjustments to 2014-15		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2014-15 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2014-15 P2 Report			2015-16 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	10,751.05		10,751.05	10,695.44		10,695.44
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			10,751.05			10,695.44
C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED TAXES AND SUBVENTIONS (Funds 01, 09, and 62)	2014-15 Actual			2015-16 Budget		
1. Homeowners' Exemption (Object 8021)	251,631.54		251,631.54	244,241.00		244,241.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	25,906,240.28		25,906,240.28	25,748,390.00		25,748,390.00
5. Unsecured Roll Taxes (Object 8042)	643,066.25		643,066.25	644,049.00		644,049.00
6. Prior Years' Taxes (Object 8043)	8,992.43		8,992.43	6,222.00		6,222.00
7. Supplemental Taxes (Object 8044)	1,031,087.23		1,031,087.23	742,716.00		742,716.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	1,630,975.96		1,630,975.96	1,251,894.00		1,251,894.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	565,444.41		565,444.41	341,723.00		341,723.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)	(3,524,706.00)		(3,524,706.00)	(3,611,650.00)		(3,611,650.00)
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	26,512,732.10	0.00	26,512,732.10	25,367,585.00	0.00	25,367,585.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	26,512,732.10	0.00	26,512,732.10	25,367,585.00	0.00	25,367,585.00

	2014-15 Calculations			2015-16 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			0.00			0.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			0.00			0.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	48,100,028.00		48,100,028.00	57,106,833.00		57,106,833.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	(32,707.49)		(32,707.49)	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	48,067,320.51	0.00	48,067,320.51	57,106,833.00	0.00	57,106,833.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	91,359,900.54		91,359,900.54	100,591,670.00		100,591,670.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	104,252.51		104,252.51	123,000.00		123,000.00
APPROPRIATIONS LIMIT CALCULATIONS						
D. PRELIMINARY APPROPRIATIONS LIMIT			2014-15 Actual			2015-16 Budget
1. Revised Prior Year Program Limit (Lines A1 plus A6)			67,028,879.78			66,098,966.68
2. Inflation Adjustment			0.9977			1.0382
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9884			0.9948
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			66,098,966.68			68,267,102.68
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			26,512,732.10			25,367,585.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			1,290,126.00			1,283,452.80
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			39,586,234.58			42,899,517.68
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			39,586,234.58			42,899,517.68
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			75,512.95			83,576.84
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			26,588,245.05			25,451,161.84
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			39,510,721.63			42,815,940.84
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			26,588,245.05			
b. State Subventions (Line D8)			39,510,721.63			
c. Less: Excluded Appropriations (Line C23)			0.00			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			66,098,966.68			

**RESOLUTION 15-16-09
BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT**

**In the Matter of: A RESOLUTION ESTABLISHING
APPROPRIATION LIMITATION FOR 2015-16 AS
REQUIRED BY ARTICLE XIII (B) OF THE STATE
CONSTITUTION AND GOVERNMENT CODE SECTION
7910**

The following RESOLUTION was duly adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 16th day of September 2015 by the following vote on roll call:

AYES:

NOES:

ABSENT:

Signed and approved by me after its passage.

President, Board of Trustees

ATTEST:

Clerk, Board of Trustees

BE IT HEREBY RESOLVED that the ROCKLIN UNIFIED SCHOOL DISTRICT, at a meeting held September 16, 2015, hereby establishes its appropriation limitation for 2015-16 as required by Article XIII (B) of the State Constitution and Government Code Section 7910, as \$ 68,267,103.

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2014-15 fiscal year and a projected Gann Limit for the 2015-16 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2014-15 and the 2015-16 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2014-15 and 2015-16 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

ROCKLIN UNIFIED SCHOOL DISTRICT

Item 11.3
ACTION
September 16, 2015

BOARD AGENDA BRIEFING

SUBJECT: Hold Public Hearing and Approve Resolution 15-16-08 Resolution Affirming Sufficient Textbooks and Instructional Materials for 2015-16

DEPARTMENT: Educational Services

Background:

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

Status:

In order to comply with *Education Code* Section 60119, Rocklin Unified School District will hold a public hearing on September 16, 2015 to affirm sufficiency of textbooks and instructional materials. Notice of the public hearing was provided on Tuesday, September 2, 2015 at the following locations: Rocklin Unified School District Office, Breen Elementary School, Spring View Middle School and Rocklin High School.

Presenter(s):

Karen Huffines, Director of Elementary Programs and School Leadership

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:

Resolution 15-16-08
Notice of Public Hearing

Recommendation:

It is recommended that the Board approve Resolution 15-16-08 Affirming Sufficient Textbooks and Instructional Materials for the 2015-16 school year.

RESOLUTION 15-16-08
BEFORE THE BOARD OF TRUSTEES OF THE
ROCKLIN UNIFIED SCHOOL DISTRICT

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

Resolution No 15-16-08

The following RESOLUTION was duly adopted by the Board of Trustees of the Rocklin Unified School District at a regular meeting held on the 16th day of September 2015, by the following vote on roll call:

AYES:

NOES:

ABSENT:

Signed and approved by me after its passage.

President, Board of Trustees

ATTEST:

Clerk, Board of Trustees

WHEREAS, the Governing Board of the Rocklin Unified School District, in order to comply with the requirements of *Education Code* 60119, held a public hearing on September 16th, no earlier than seven o'clock pm, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

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

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

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

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

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

Mathematics

Science

History-Social Science

English/Language Arts

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

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

THEREFORE, it is resolved that for the 2015-16 school year, the Rocklin Unified School District, has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Rocklin Unified School District

2615 Sierra Meadows Drive • Rocklin, CA 95677

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



Roger Stock, Superintendent

Barbara Patterson, Deputy Superintendent
Colleen Slattery, Assistant Superintendent

NOTICE OF PUBLIC HEARING

Date/Time:

Wednesday

September 16, 2015, no earlier than 7:00 p.m.

Location:

Rocklin Unified School District

2615 Sierra Meadows Drive, Rocklin, CA 95677

Boardroom

Purpose:

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

Date of Posting

September 2, 2015

Place Posted

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

Breen Elementary School
2751 Breen Drive; Rocklin, CA 95765

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

Rocklin High School
5301 Victory Lane; Rocklin, CA 95765

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Approve Revised Board Policy 5145.11 and Exhibit 5145.11 Questioning And Apprehension By Law Enforcement

DEPARTMENT: Educational Services

Background:

Revisions to Board Policy (BP 5145.11) and Exhibit (E 5145.11) Questioning and Apprehension by Law Enforcement have been made in accordance with California School Boards Association (CSBA) and California Education Code.

Status:

After consulting with the Rocklin Police Department and legal counsel Rocklin Unified School District (RUSD) BP/E 5145.11 has been updated to reflect current California statutes and regulations that govern questioning and apprehension by law enforcement. RUSD develops policies that are consistent with recommendations from CSBA. The changes brought forward will help to clarify and delineate current processes and procedures in place. Pending Board approval, training will be provided to all site administration and School Resource Officers (SRO's) jointly by RUSD and Rocklin Police Department.

Presenter(s):

Martin Flowers, Director, Secondary Programs and School Leadership

Financial Impact:

Current year: NA
Future Year: NA
Funding Source: NA

Material/Films:

None

Other People Who Might Present:

Allotment of Time: [] Consent Calendar [X] Action Item [] Information Item

Packet Information Item:

Edited versions of BP/E 5145.11, Questioning And Apprehension By Law Enforcement

Recommendation:

Staff recommends approval of revisions to BP/E 5145.11 Questioning And Apprehension By Law Enforcement

Rocklin USD

Board Policy

Questioning And Apprehension By Law Enforcement

BP 5145.11

Students

The Board of Trustees is committed to providing a safe learning environment and cooperating with law enforcement officials and peace officers as necessary to help ensure the safety of students, staff, and the community and in carrying out their official duties.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3515.3 - District Police/Security Department)
(cf. 5141.4 - Child Abuse Prevention and reporting)
(cf. 5145.12 - Search and Seizure)

In accordance with standards specified in law ~~and court decisions~~, law enforcement officers may interview and question students on school premises and may remove them when appropriate. The Superintendent or designee shall collaborate with local law enforcement agencies to ~~develop parameters under which law enforcement officers will interview students at school~~. establish procedures which enable law enforcement officers to carry out their duties on school campus, including, when necessary, the questioning and/or apprehension of students.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

When any law enforcement official requests an interview with a student, the principal or designee shall request that the official provide verification of his/her identity, ~~and his/her~~ official capacity and the ~~authority under which he/she acts~~. legal authority under which the interview is to be conducted. If the officer ~~declines~~ ~~refuses~~ to provide certification of the legal authority for the interview, the principal or designee shall document such refusal and ~~should~~ consult with district legal counsel, as appropriate, before allowing the interview to proceed. The principal or designee shall maintain a record of all document-ation relative to law enforcement interviews of students.

If the officer needs to interview or question the student immediately, the principal or designee shall accommodate the process in a way that causes the least possible disruption for the student and school, gives the student appropriate privacy, and models exemplary cooperation with community law enforcement authorities.

At the law officer's discretion and with the student's approval, the principal or designee may be present during the interview.

Except in cases of child abuse or neglect, the principal or designee shall attempt to notify the student's parent/guardian as soon as practicable after law enforcement has interviewed the student on school premises.

~~At the law officer's discretion and with the student's approval, the principal or designee may be present during the interview.~~

If a minor student is removed from school into the custody of law enforcement, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906)

Subpoenas

Although subpoenas may legally be served at school on students age 12 or older, the Board believes that serving officials should be strongly urged to serve subpoenas at the home of the student whenever possible. When served at school, the principal or designee shall take all reasonable steps to protect the student's privacy rights and to minimize loss of class time for the student.~~ensure a minimum of embarrassment or loss of class time for the student.~~

Legal Reference:

EDUCATION CODE

44807 Duty concerning conduct of pupils

48264 Arrest of truants

48265 Delivery of truant

48902 Notice to law enforcement authorities

48906 Release of minor pupil to peace officers; notice to parent, guardian

48909 Narcotics and other hallucinogenic drugs (re arrest)

CODE OF CIVIL PROCEDURE

416.60 Service of summons or complaint to a minor

PENAL CODE

830-832.17 Peace officers

1328 Service of subpoena

WELFARE AND INSTITUTIONS CODE

627 Custody of minor

CODE OF REGULATIONS, TITLE 5

303 Duty to remain at school

COURT DECISIONS

People v. Lessie, (2010) 47 Cal. 4th 1152

Greene v. Camreta, (2009, 9th Cir.) 588 F.3d 1011

In re William V., (2003) 111 Cal.App.4th 1464

ATTORNEY GENERAL OPINIONS

54 Ops.Cal.Atty. Gen. 96 (1971)

34 Ops.Cal. Atty. Gen. 93 (1959)

Management Resources:

WEB SITES

California Department of Justice, Office of the Attorney General: <http://caag.state.ca.us>

Policy ROCKLIN UNIFIED SCHOOL DISTRICT

adopted: July 21, 2010 Rocklin, California

revised: September 16, 2015

Rocklin USD

Exhibit

Questioning And Apprehension By Law Enforcement

E 5145.11

Students

QUESTIONING OF STUDENTS BY LAW ENFORCEMENT

~~Instructions to law enforcement: In response to the decision of the 9th Circuit Court of Appeals in Greene v. Camreta, ¶~~The Rocklin Unified School District requests ~~that~~ law enforcement officials provide the information below prior to interviewing a district student on school grounds as part of an investigation. In the event Failure to provide this information is not provided or the criteria below satisfied, or satisfy the criteria below may result in the principal or designee's may refuse refusal to allow the interview to proceed. Any questions regarding this request should be directed to the School Resource Officer (SRO) or SRO Sergeant. The Your cooperation of law enforcement is appreciated.

Please indicate, by checking the box below, the authority upon which this student interview is based:

- Parent/guardian consent
 Court order or warrant
 Exigent or other circumstances that necessitates immediate questioning

Name of Interviewer and Badge Number

Student's Name

Interviewer Signature

Date of Interview

Name of Agency

Name of School Official Receiving Form

ExhibitROCKLIN UNIFIED SCHOOL DISTRICT

version: July 21, 2010 Rocklin, California

revised: September 16, 2015

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD AGENDA BRIEFING

SUBJECT: Rocklin Unified School District School Emergency Response Guide

DEPARTMENT: Educational Services

Background:

For the past two years, Rocklin Unified School District (RUSD) has been working closely with the Rocklin Police and Fire Departments to coordinate our School Emergency Response Guide. This guide and associated training will help facilitate a coordinated response between Rocklin Unified School District personnel, Rocklin Police, and Rocklin Fire departments designed to protect our students and staff in the event of a district emergency.

Status:

Staff is presenting our updated RUSD School Emergency Response Guide. The School Emergency Response Guide will be incorporated into district and site School Safety Plans which will come to the Board of Trustees for approval in spring 2016.

Presenter(s):

Karen Huffines, Director, Elementary Programs and School Leadership
Martin Flowers, Director, Secondary Programs and School Leadership

Financial Impact:

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

Material/Films:

None

Other People Who Might Present:

Sarah James, Principal, Twin Oaks Elementary School
Jill Meshwert, Assistant Principal, Rocklin High School
Rocklin Police Department
Rocklin Fire Department

Allotment of Time: [] Consent Calendar [] Action Item [X] Information Item

Packet Information Item:

RUSD School Emergency Response Guide binder available for review in the Superintendent's Office.

Recommendation:

This is an information item only.

RUSD SCHOOL EMERGENCY RESPONSE GUIDE

**Rocklin Unified School District
Board of Trustees Meeting
September 16, 2015**

**Presented by
Karen Huffines and Martin Flowers**



Overview of Presentation

- Alignment to RUSD Strategic Plan and Local Control Accountability Plan (LCAP)
- Project Collaboration
- Emergency Response Plan
- Training
- Next Steps

Alignment to RUSD LCAP

➤ LCAP Goal 3

➤ RUSD will provide support systems for learning (both during the school day and after-school) and provide safe schools with healthy climates where all students have opportunities to achieve at high levels

➤ Action 8:

➤ Partner with Rocklin Police and Fire Departments to implement Safety Committee Recommendations

Alignment to RUSD Strategic Plan

➤ Strategic Plan Strategy 5

- We will have regular, consistent, proactive systems of clear communication that improve organizational efficiency, engage the community and promote our district

Project Collaboration

➤ **RUSD and Rocklin Police and Fire Departments**

- Attended training hosted by PCOE
- Ongoing Safety Committee meetings with RUSD, Rocklin Police and Fire Department representatives
- Review of National Incident Management System (NIMS) and Emergency Response documents
- Through extensive teamwork, finalized the RUSD School Emergency Response Guide

Emergency Response Guide

➤ Highlights

- Establishes consistent emergency response procedures
- Clear protocols for disaster response
- Consistent response terminology
- Clear assignments and duties for key personnel
- Aligned logistics and planning

Emergency Response Guide

- **Highlights (*con't*)**
- Partnership between RUSD, RPD, and RFD
 - Builds trust
 - Promotes effective communication
 - Helps keep our students and staff safe during an emergency

Rocklin Police and Fire Department Representatives

➤ **Rocklin Police Department**

- Captain Chad Butler
- Sergeant Trent Jewell

➤ **Rocklin Fire Department**

- Captain Chad Vert
- Interim Chief Kurt Snyder
- Engineer Paul Grenier

Next Steps

- Delivery of plan to RUSD schools and classrooms
- Administrator training on September 30/October 1 at PCOE
- Certificated and classified school staff training to begin in October
- Inventory and update emergency backpacks/bags in RUSD classrooms as needed
- Continue to work collaboratively with Rocklin Police & Fire
 - Staff training
 - Implement, review and revise

PENDING BOARD AGENDA ITEMS

September 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>	Patterson	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>	Slattery	July
Tax Report for CFD No. 1 and No. 2, Yearly Adoption	Patterson	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	Patterson	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))	Slattery	August
BP 9270 - Conflict of Interest, Biannual Review – (Every Other Year, Action)	Patterson	August 2016
School Opening/Readiness Report <i>(Information)</i>	Ed Services/Staff	August
Unaudited Actuals, Approve District Certification	Patterson	August/September
Resolution Establishing Appropriation Limitation (GANN) <i>(Action)</i>	Patterson	August/September
Hold Public Hearing and Approve Resolution Affirming Sufficient Textbooks and Instructional Materials <i>(post Notice of Public Hearing 10 days in advance; required by the 8th week of the start of school)</i> <i>(Action)</i>	Ed Services	September/October
RUSD Employee Years of Service Recognition	Slattery	September/October
Williams Uniform Complaints, Approve Quarterly Report <i>(Consent)</i>	Ed Services	October
RUSD Strategic Plan Quarter 1 Update <i>(Information)</i>	Hutton	October
Set Date for Annual School Board Organizational Meeting <i>(Action)</i>	Stock	November
First Interim Report <i>(Action)</i>	Patterson	December
Organizational Board Meeting/Special Presentation to Board President	Stock	December
Single Plan for Student Achievement <i>(previously known as School Improvement Plan)</i>	Ed Services	December

Audit Report <i>(Action)</i>	Patterson	January
Schedule Goal Setting Workshop	Stock/Staff	January
Williams Uniform Complaints, Approve Quarterly Report <i>(Consent)</i>	Ed Services	January
Budget Assumptions & Priorities	Patterson	February
Identify Teachers for Non-Reelection; Prepare Letters of Notification <i>(March 1st Mtg – Closed Session)</i>	Slattery	February <i>(2nd Mtg)</i>
Resolution Authorizing the Release of Temporary Certificated Employees Pursuant to Ed Code 44954 <i>(Action)</i>	Slattery	March <i>(1st Mtg)</i>
Present Draft School Year Calendar <i>(two years out - Consent)</i>	Slattery	March <i>(1st Mtg)</i>
Annual Board Action Regarding Distribution of Non-Reelection Letters	Slattery	March <i>(1st Mtg)</i>
Finalize District's Proposal and Prepare for Sunshining Process	Slattery	March <i>(1st Mtg)</i>
Notify the Board in writing by April 1; complete Performance Evaluation for the Superintendent, per contract schedule	Stock/Board	March
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>	Slattery	March
Second Interim Report/Approval <i>(Action)</i>	Patterson	March
Special Education Update	Ed Services	March
Strategic Plan Quarter 2 Update <i>(Information)</i>	Hutton	March
Vote for CSBA Delegate Assembly Representative(s) for Region 4D <i>(Action)</i>	Stock	March
School Year Calendar <i>(two years out - Consent)</i>	Slattery	March <i>(2nd Mtg)</i>
Budget Update/Information	Patterson	March/April
Sierra College Report (Rocklin Graduates)	Ed Services	March/April
School Safety Plans <i>(Consent)</i>	White/Huffines	March/April
Annual Personnel Update – Renewal of Contracts for Site Administrators <i>(Closed Session)</i>	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>	Rouse	April/May
Developer Fee Update <i>(Bi-annual-even numbered years)</i>	Rouse	April/May

Summer School Principals Approval Contingent on State Funding <i>(include on Certificated Personnel Report)</i> <i>(Consent)</i>	Ed Services	April/May
RUSD Strategic Plan Quarter 3 Update <i>(Information)</i>	Hutton	May
*Facilities-Use Policy/Practice and Schedule of Fees	Rouse	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>	Patterson	May
Present Tentative Budget and Budget Priorities	Patterson	May
Classified Layoff <i>(if necessary)</i>	Slattery	May
Final Board Action Regarding Administrative Reassignments or First Year Prob/Temp Teachers	Slattery	May
Approve Resolution for Interfund Transfers of Special or Restricted Fund Monies	Patterson	May
AFJROTC Color Guard Special Recognition (Student Representative Unit & Cadet Commander)	Stock/Staff	May <i>(2nd Mtg)</i>
Student Board Member Recognition	Stock	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	Stock/Board	May/June
CIF Representatives for Upcoming School Year <i>(Consent)</i>	Flowers	May/June
LCAP Approval/Hold Public Hearing <i>(Action)</i>	Ed Services	May/June
Board Meeting Dates for Upcoming School Year <i>(Consent)</i>	Stock	June <i>(1st Mtg)</i>
Resolution Authorizing End-of-Year Budget Transfers <i>(Consent)</i>	Patterson	June
Resolution Delegating Certain Contracting Powers to the Superintendent or Designee <i>(Consent)</i>	Rouse	June
Consolidated Applications (Part 1/Part 2)	White/Huffines	June
Final Budget Approval/Hold Public Hearing <i>(Action)</i>	Patterson	June
Authorization to Dispose of Surplus Property	Rouse	June
EPA Spending Plan	Patterson	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.