

ROCKLIN UNIFIED SCHOOL DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

6:00 p.m. Cosca Group/Superintendent Workshop 7:00 p.m. Regular Session
February 6, 2013

MINUTES

- 1.0 **CALL TO ORDER** – President Todd Lowell called the regular meeting of the Rocklin Unified School District Board of Trustees to order at 6:00 p.m. on February 6, 2013 in the District Administration Office located at 2615 Sierra Meadows Drive, Rocklin, CA 95677. A quorum was established.

ROLL CALL

Trustees Present: Todd Lowell, *President*
Steve Paul, *Vice President*
Greg Daley, *Clerk*
Wendy Lang, *Member*
Camille Maben, *Member*

Trustee(s) Absent: None

Student Representative: Henry Foote, *Whitney High School*

Administrative Staff: Kevin Brown, *Superintendent*; Todd Cutler, *Deputy Superintendent*; Barbara Patterson, *Associate Superintendent*; Michael Garrison, *Assistant Superintendent*; Sue Wesselius, *Senior Director*; Carolyn Nunn-Lum, *Director*; Steve Mate, *Director*; Mark Williams, *Principal*; Skott Hutton, *Energy Education Specialist*; Lindsay Wong, *Program Specialist*; Charlotte Klinock, *Program Specialist*; Mia Swenson/Recorder

Audience: Please see attendance sheet(s) attached hereto and made part of these minutes.

2.0 **COSCA GROUP (6:00 P.M. – 7:00 P.M.)**

The Cosca Group conducted a Superintendent Search Workshop with the purpose of gathering the Board of Trustees' input regarding the District's strengths, areas of focus, and the desired characteristics of the future superintendent. The next workshop is scheduled to be held at 5:30 p.m. on February 20, 2013.

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

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

Police chief Ron Lawrence provided the Board with an update on the collaborative efforts between the Police Department and the District. Chief Lawrence assured the Board that school safety plans are under review annually, police patrol has been increased, and he will continue to take proactive measures to keep the Rocklin community as safe as possible. The Board thanked Chief Lawrence and his staff for their continued support. On behalf of site administrators, Superintendent Kevin Brown also extended his gratitude to Chief Lawrence and his staff for their responsiveness and strong partnership with the District.

5.0 COMMENTS FROM BOARD AND SUPERINTENDENT

Camille Maben and two administrators attended a Transitional Kindergarten conference and gained a great deal of knowledge and best practices related to the development of young children. Greg Daley and Todd Lowell thanked Chief Technology Officer Steve Mate for inviting them to attend the Placer County Technology Conference; many RUSD staff members were present. Several trustees and administrators attended Whitney High School's Annual Black & White Ball held on January 19. Superintendent Brown also thanked Rocklin High School teacher Michael Knight for his dedication in organizing and successfully participating in the Academic Decathlon. Also, Mark Maben and other volunteers spent many hours decorating an RUSD school bus with pictures of staff members.

6.0 ACTION ITEMS – CONSENT CALENDAR

- 6.1 **BOARD MINUTES** – Request to approve Board minutes.
 - 6.1.1 January 16, 2013 (Regular Session)
- 6.2 **BILL WARRANTS** – Request to approve bill warrants. (Barbara Patterson)
- 6.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries. (Barbara Patterson)
- 6.4 **ACCEPT DONATIONS** – Request to accept the following donations made to the District: (Barbara Patterson)
 - 6.4.1 \$149.00 from Maureen O'Leary Burness Foundation to Jenny Prior's class at Rocklin High School
 - 6.4.2 \$600.00 from Sierra Elementary PTC to cover costs of subs for six teachers to attend a Math workshop
 - 6.4.3 \$300.00 from Michael Reeves through the PG&E Corporation Foundation to Whitney High School
 - 6.4.4 Thirty-seven three-ring binders from Enterprise Rent-A-Car to Whitney High School
 - 6.4.5 \$130.00 from the Sales Family for the Leader-in-Me program flags and murals at Ruhkala Elementary
 - 6.4.6 \$269.22 from Wells Fargo Foundation Educational Matching Gift Program on behalf of Scott Caddow to Ruhkala Elementary
 - 6.4.7 \$86.01 from David Brumley to Antelope Creek Elementary
 - 6.4.8 \$60.00 from PG&E Corporation Foundation on behalf of Elizabeth Blumer and an anonymous donor to Breen Elementary
 - 6.4.9 Miscellaneous reams of specialty white and colored paper from Direct2Press to the District Office
 - 6.4.10 \$90.00 from Grant Kageta through PG&E Corporation Foundation to Sierra Elementary
 - 6.4.11 \$450.00 from Daven Phelan through PG&E Corporation Foundation to Sierra Elementary
 - 6.4.12 One HP Pro3000 computer and one HP Compaq laptop from Kathleen Turner through the HP Employee Product Giving Program to Rock Creek Elementary
 - 6.4.13 \$234.84 from PG&E Corporation Foundation on behalf of Katharine Reeves and Shelley Hayward to Rock Creek Elementary
 - 6.4.14 \$70.00 from Wells Fargo Foundation on behalf of Libi Mortensen to Sierra
 - 6.4.15 \$71.00 from JC Penny & Macy's on behalf of employees Mirna Macias and Dawn Trinidad to Cobblestone Elementary
 - 6.4.16 \$300.00 gift card for hearing devices from David Caluya of Whisper Hearing Center to Antelope Creek Elementary
 - 6.4.17 Five \$200.00 gift cards from Smile Quest Dental to be used for a new patient exam to Antelope Creek Elementary
 - 6.4.18 \$90.00 from PG&E Corporation Foundation on behalf of William Banish and Arienne Holmes to the District
- 6.5 **APPROVE CERTIFICATED PERSONNEL REPORT** – Request to approve personnel items included on the Certificated Personnel Report. (Michael Garrison)
- 6.6 **APPROVE CLASSIFIED PERSONNEL REPORT** – Request to approve personnel items on the Classified Personnel Report. (Michael Garrison)

- 6.7 **APPROVE OVERNIGHT FIELD TRIP(S)** – Request to approve the following overnight field trip(s): (Todd Cutler)
6.7.1 Rocklin High School Choir Groups to attend an overnight field trip to Anaheim, CA (April 13-14, 2013)
- 6.8 **APPROVE REVISED SALARY SCHEDULE/BENEFIT PACKAGE (CONFIDENTIAL EMPLOYEES)** – Request to approve revisions reflecting the new requirements per the CalPERS Pension Reform Act of 2012. (Michael Garrison)
- 6.9 **APPROVE REVISED SALARY SCHEDULE AND BENEFIT PACKAGE (NON-REPRESENTED EMPLOYEES)** – Request to approve revisions reflecting the new requirements per the CalPERS Pension Reform Act of 2012. (Michael Garrison)
- 6.10 **APPROVE MEMORANDUM OF UNDERSTANDING WITH ROCKLIN CONFIDENTIAL EMPLOYEES ASSOCIATION** – Request to approve a Memorandum of Understanding (MOU) between the Rocklin Unified School District and the Rocklin Confidential Employees Association per the CalPERS Pension Reform Act of 2012. (Michael Garrison)

A **MOTION** was made by Steve Paul and seconded by Greg Daley to approve the consent calendar. Motion passed by the following roll call vote: Student Representative – aye, Paul – aye, Maben – aye, Lang – aye, Daley – aye, Lowell – aye.

7.0 **ACTION ITEMS – REGULAR AGENDA**

- 7.1 **WHITNEY HIGH SCHOOL SOLAR INSTALLATION AND LIGHTING RETROFIT PROJECT STATUS** – Eddie Jordan of IEC Renewables provided an overview of the revised documents outlining an alternate funding structure for the solar installation project. Following a lengthy discussion, President Lowell request that Mr. Jordan provide a cash flow analysis using actual figures in lieu of estimations. The revised document including the cash flow comparisons will be presented at the next board meeting for review.
- 7.2 **ROCKLIN HIGH SCHOOL SCOREBOARD BIDS** – Sue Wesselius recommended that the Board reject all bids received and reopen the bidding process for a second time. She reported that the timing of the installation should not be affected by this. A **MOTION** was made by Steve Paul and seconded by Camille Maben to reject the bids received and to reopen the bidding process. Motion passed unanimously.

8.0 **INFORMATION AND REPORTS**

- 8.1 **2012-13 STRATEGIC PRIORITIES** – Todd Cutler and staff provided an update on the 2012-13 Strategic Priorities (*please see Exhibit A attached hereto and made a part of these minutes*). Elements of their presentation included Professional Learning Communities and intervention strategies, commitment to English Language Learners, counseling support for grades 7-12, continued partnership with Sierra College, and school safety. In conclusion, staff will present more detailed information at a future Board meeting.
- 8.2 **DISTRICT VISION AND STRATEGIC PLANNING UPDATE** – Todd Cutler announced that one additional workshop is in the process of being scheduled. The goal will be to finalize the Vision and Mission Statements, and to identify actual measurable goals and action plans.
- 8.3 **CHARTER CONVERSION FOR ROCKLIN INDEPENDENT SCHOOL** – Todd Cutler, Mark Williams, and Charlotte Klinock presented the concept of transitioning Rocklin Independent Study into a charter school. Benefits include curriculum flexibility, utilization of a blended 3-tier model, attract and maintain students, and eliminate the need for interdistrict attendance agreements. The required elements of a Charter Petition were reviewed, in addition to the timeline. The Board gave direction to proceed with the petition process with the goal of opening the Rocklin Independent Study Charter School in August 2013.

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

- 10.0 **CLOSED SESSION** – The Board adjourned to closed session at 9:45 p.m. regarding the following item(s):
 - 10.1 *Appointment, employment, evaluation of performance, discipline, resignation, retirement, or dismissal of a public employee(s) as authorized by Government Code 54957*
- 11.0 **RECONVENE TO OPEN SESSION** – President Lowell reconvened the meeting to open session at 10:40 p.m.
- 12.0 **REPORT OF ACTION TAKEN IN CLOSED SESSION** – President Lowell announced that no action was taken in closed session.
- 13.0 **ADJOURNMENT** – President Lowell adjourned the meeting at 10:41 p.m.

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

ATTENDANCE SIGN-IN SHEET

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

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Rocklin Unified School District Strategic Priorities 2012-2013 Progress Report

#1

Our ongoing commitment to Professional Learning Communities and systematic research-based intervention strategies will ensure that 80% of our students achieve proficiency in English Language Arts and Mathematics on the California Standards Tests (CST) and on district adopted assessments in the 2012-13 school year. PLCs will regularly collaborate, share effective instructional practices, and analyze student achievement data using common formative and summative assessments to improve K-12 instruction.

#1 PLC and Intervention

- o Articulation: PLC teams, norms
- o Essential Skills
- o SMART Goals developed by teacher teams
- o Tier II and Tier III intervention "Plus" period after school, "Walk to Learn"
- o District assessments K-6

PLC Today

- | | |
|---|----------------------------|
| o Common formative assessments | o Peer review |
| o Test construction | o Peer coaching |
| o Teachers review student data | o Instructional strategies |
| o Planning and altering instruction as a team | o Accessibility |
| o Lesson design & delivery as a team | o Good first instruction |
| | o Check for understanding |
| | o Every student |

Intervention

Before

- Homework Club
- After school
- Specialist intervention
- General intervention program

Now

- Each student's needs
- Review data
- Target instruction
- Flexible groups
- During the day
- Includes specialists
- Progress monitoring
- Good first teaching

#2

We will ensure that English Learners acquire the English language as quickly as possible in order to access grade level core subjects. Effective teaching strategies, interventions, and modifications will be enhanced by our EL certified/qualified teachers to support core subject mastery.

Our identified students will continue to exceed the statewide target for the percentage advancing one level on the CELDT (California English Language Development Test) and for demonstrating their proficiency in English.

#2 English Learners

○ Program Growth:

- K-6 increase 1.0 staff
- New Curriculum 7-12
- Student Data talks (Fall and Spring)
- Research based learning LTEL
- Family Tutoring Center-Parent Literacy Class
- CLAD training

#3

Our secondary schools (7-12) will collaborate and implement systematic strategies to ensure that all students are provided the opportunity to graduate with the necessary skills and prerequisites to meet their post-secondary goals.

A Data Collaborative team will explore and field test possible tools and resources to assist students in determining goals needed to meet their post-secondary goals. Our Secondary Counseling Plan will be amended and updated to reflect this priority.

○ We will continue to support an active partnership and collaborative relationship with the State Council staff to enhance student learning opportunities. Through ongoing collaboration and dialogue, we will increase students' readiness for college and careers and maintain our commitment to college and career readiness as measured by an increased percentage of students demonstrating readiness.

#3a Counseling support 7-12

- o Field test possible resources for college and career planning
- o Naviance
- o California Career Zone
- o MyNext Move
- o Who Do you Want 2 Be?
- o Interest Inventories
- o Exploring online based Career Survey options
- o Interview Days
- o College Night Career Fair

#3b Sierra College Partnership (as well as CAL State)

- o Continue to partner with Sierra College through RAEC site visits
- o EAP meetings and collaboration
- o EAP math course
- o Exploration of EAP English course
- o Site visits with local districts along with Sierra College and CAL State Staff
- o Student opportunities to visit campuses

#4

We will ensure that our campuses promote safe environments which positively focus upon student learning and achievement. Support systems will be in place for students and families to ensure that our students feel safe on our campuses, free from bullying. Our individual school sites will continue to refine and implement methods and programs to support students in areas such as character development, citizenship and student resiliency. Data collection and analysis will determine the next steps for student support.

#4 Safe Schools

- o Regular fire drill, lockdown and safety procedure practice
- o Engaging with police and fire departments with Safety audits
- o Collaboration at district leadership meetings for best practices
- o Ed Services department reviewing all safety plans
- o New Crisis Intervention Committee formed

#4 Social Skills/ Bully Free

- o Full Circle counseling sessions for self-esteem and substance abuse
- o Bucket Filler Pro Social assembly
- o A Touch of Understanding Special Needs assembly (4th Grade)
- o Daily Character Counts messages, banners and signs prominently displayed
- o 2nd Step Violence Prevention Program
- o Random Acts of Kindness
- o Rafter's Challenge

#5

We are committed to prepare all students with 21st Century and Common Core skills. Our staff and students will infuse technologically available tools and resources with access to an abundance of information to create high quality products. Professional development will enhance our staff's depth of knowledge to lead students into the application and demonstration of their skills. RECH (Rootlin Educational Technology Team) will measure progress toward specific goals within the Educational Technology Plan.

#5 Common Core and Technology

- o Training teacher leaders and principals ~ Feb. 2012 ~ present
- o All staff training ~ 2012-13
- o 7-12 Departments extending learning
- o K-6 Math and ELA Committees ~ extending learning
- o Patrick Callahan Math Workshop
- o Depth of Knowledge posters in every classroom
- o Field tests

#5 Common Core and Technology- Current Instruction

- o Online web resources being used to enhance student learning
- o Renaissance Learning, Inc (RI) & Datawise products for assessment and practice
- o Tablet and eReader devices used by teachers and students
- o Online learning coursework being develop and presented to students (Moodle, Edmodo, Schoology, Canvasware, etc.)
- o Computers, Video production, photo editing, web design and engineering classes

#5 Common Core and Technology Infrastructure Support

- o Data Assessment (Datawise) product review being completed 2-7-13
- o ETS online test pilot and SBAC field tests
- o Wireless assessment
- o Review of Student Use Agreement to include own devices and use on campus
- o Internet connection doubled at beginning of school - working on plans to increase again to meet growing demand for new internet bandwidth

Questions/Comments?