



REED UNION SCHOOL DISTRICT

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August 16, 2016

The Honorable Kelly V. Simmons
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988

John Mann, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room #275
San Rafael, CA 94903

Dear Judge Simmons and Mr. Mann:

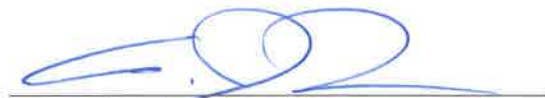
Attached to this letter is the response from the Reed Union School District to the findings and recommendations of the Marin County Civil Grand Jury's report **Marin Public Schools Fail to Beat Bullies**. Similar to the work of the Grand Jury on head injuries, this report also raises an issue related to the health and safety of ALL students in our schools. As with prior reports of Grand Juries over the years, these investigations have resulted in improvements in policies and procedures in many of our school districts.

Consistent with the Grand Jury's report, our district is aware of and has done much to address the issue of bullying. This issue is one that impacts the entire community and, as such, any action should involve community partners. The Reed Union District places a priority on student safety and wellness.

The attached responses will reflect that our highest priority is for ALL students to feel safe at school. The good news is that a vast majority of students, according to the **2013-2014 California Health Kids Survey: Marin County Secondary Main Report** reported feeling "safe or very safe" at school. It is our hope that the 2015-2016 report that is forthcoming will show an even higher level. We also acknowledge that if one student does not feel safe, that is one too many.

Again, thank you for being our partner in supporting the safety of the students in our schools.

Sincerely,



RUSD Board of Education President



RUSD Superintendent

FINDINGS

- F1:** Bullying is a problem in Marin middle and high schools. Marin ranked above the State average overall in incidents for the 2011-13 school years and for two of the three grade levels surveyed in CHKS.

Response: Partially disagree

Although this information may have been correct at that time, the results of the survey administered in spring 2014, showed that 35% of Del Mar students reported being harassed at school in the previous 12 months as compared to 40% statewide for that grade level. The most current 2016 results reveal the rate is down to 32%, which indicates this continues to be an area of focus and concern by the school. This percentage is still not acceptable, although represents a lower level of occurrence than the state average.

- F2:** Marin County schools do not fully comply with California anti-bullying law.

Response: Partially disagree

Assuming the factual statements set forth in the Grand Jury's report are accurate, there may be some schools that need to update their policies in accordance with the law.

However, we confirm that schools within the Reed Union School District are in compliance. Every school prioritizes student physical and emotional safety. All district employees will receive comprehensive training to respond to bullying incidents in accordance with the law. The planned training program and curricular resources were scheduled well before to the Grand Jury report was published.

The Reed Union School District superintendent has implemented comprehensive bully prevention and intervention protocols, policies and programs in her two previous school districts that have gone beyond compliance with anti-bullying law. The superintendent's doctoral study and research was on bully prevention and intervention and she has conducted trainings in school districts throughout California to reduce occurrences of bullying in schools. Researched based training and education on protocols and programs to prevent and respond to bullying behaviors will take place on August 15, 2016 prior to the new school year.

- F3:** Most schools do not have a direct link on their website home page to their anti-bullying policies and procedures.

Response: Agree

Implementation of this recommendation will be complete prior to September 2016 for Reed Union School District. This recommendation has been a practice in the superintendent's previous two school districts.

RECOMMENDATIONS

R1: Each school in the district should review its policies and procedures to ensure full compliance with the requirements of Seth's law.

Response: Agree

The recommendation has been implemented in the Reed Union District. The Board of Trustees has updated and approved the following Board Policies (BP) and Administrative Regulations (AR) that pertain to bully prevention and intervention including Seth's Law requirements on the dates indicated below:

March 2016: BP 5137 Positive School Climate, BP 5131 Conduct, BP 5030 Student Wellness, BP/AR 1312.3 Uniform Complaint Procedures, AR 0450 Comprehensive Safety Plan, AR 0440 District Technology Plan

May 2016: BP/AR 5139 Bullying

August 2016: (First Reading) AR Suspension and Expulsion/Due Process

The Board of Trustees normally consider updates and modifications to policies over a two-month review period. The first reading provides an opportunity for discussion and deliberation, and the following month second reading results in Board action to approve the updated and revised policy or regulation. Reed Union School District contracts with GAMUT through California School Boards Association to post our approved policies and regulations. This process can take up to 4-6 weeks before the approved policy is posted to the online system.

R2: Each school in the district should review its policies and procedures to ensure that complainants are protected from retaliation and that their identities remain confidential as appropriate.

Response: Agree

This recommendation has been implemented in the Reed Union School District. The most current revisions to these policies have been approved on the dates noted in response R1.

R3: Each school in the district should adequately publicize its anti-bullying policies and procedures through its website, including a direct link on the website's home page to the information (not simply linking to a lengthy student handbook, but directly to the anti-bullying policy and procedures themselves).

Response: Agree

The Reed Union School District will implement this recommendation by September 2016 as part of the total revision of our district website as was previously noticed to the Grand Jury in a the district response pertaining to

website transparency. The updated and revised Reed Union School District website will include current and important information to our families and community, including information links to anti-bullying policies, programs and research.

- R4:** All procedures and forms for filing a bullying complaint, including an anonymous complaint, should be available on the school's website.

Response: Partially disagree

As noted in response to R3, the revised website will include comprehensive information on bully prevention, intervention and reporting. District staff and the Comprehensive Safety Committee will collaborate to consider whether a specific form will be created for students or parents to report bullying incidents. There is often confusion by those who report as to whether a situation is the result of bullying or peer conflict, which are two very different events with different solutions. A standard reporting form may not capture the complete information needed to make that determination and respond appropriately.

It is critical for staff member to meet with a student making a report to ensure all pertinent information is gathered and provide immediate support to the student. By maintaining a culture where students trust adults, they will share their concerns personally, or bystanders will report bullying behaviors they witness. Education of bystanders is critical to preventing bullying events at school. The 2016 survey results indicate 92% of our students feel safe or very safe at school. This demonstrates a caring environment where students will make reports to school staff. Anonymous reports are accepted, however they may not include all information needed, and lack support to the victim. Creation of a form may encourage more individuals to report anonymously which will not allow trained staff to support the student with counseling, strategies and education, as well as ensure the bullying ceases.

- R5:** Each school in the district's website should provide the option to complete and submit bullying complaints online.

Response: Partially disagree

As response R4 indicates, staff will consider whether a form is developed for this purpose. However, information will be provided on the website on how reports can be made and to whom.

- R6:** Each school in the district should review its student and parent education programs to ensure they are relevant and current. Schools should consider using the **No Bully Solution Team** process that has been reported to be highly successful, or another equivalent program.

Response: Agree

Every year each school provides assemblies, class lessons and outside community resources to educate students in social emotional learning, conflict resolution and bully prevention. To increase specific focus on bully prevention and intervention, every Reed Union School District employee will be trained on August 15, 2016 to recognize and address every occurrence of bullying observed personally or reported by a student or parent. Additionally, every teacher, psychologist and specialist will receive researched based materials including a Mentoring Minds Bully Prevention and Intervention guide. All teachers will be provided with Second Step: Bully Prevention lessons to educate student, as well as Hazelden – Olweus Bully Prevention program video lessons, curriculum and teacher resources.

The superintendent will provide parent education, in addition to each school working with the PTA to determine appropriate education on topics of importance such as Being Adept, cyber safety, etc.

**Reed Union School District
Agenda**

REGULAR MEETING

August 16, 2016, 6:00 PM

Closed Session: 5:00pm District Office Conference Room

Open Session: 6:00 pm Staff Development Center

Bel Aire School
277 Karen Way
Tiburon, CA 94920
Phone: (415) 381-1112
Fax: (415) 384-0890

A. Convene to Open Session/Public Meeting - 5:00 PM

B. Public Comment on Closed Session Items

C. Recess to Closed Session to Consider and/or Take Action Upon

C.1. Conference with Legal Counsel - Anticipated Litigation - Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9.

C.2. Public Employee Discipline/Dismissal/Release, Pursuant to Government Code 54957

C.3. Conference with Labor Negotiator (Dr. Nancy Lynch) Pursuant to Government Code 54957.6 Reed District Teachers' Association (RDTA) and California School Employee Association (CSEA) Chapter #448

D. Convene in Open Session - 6:00 PM

E. Pledge of Allegiance

F. Roll Call

G. Report from Closed Session

H. Introduction of New Teaching Staff and Reception

Quick Summary:

We will have 8 new teachers this year as well as a new District Nurse. They will be introduced by their principals.

District

Alison Mankin - District Nurse

Reed

Jennifer Frey - Resource Specialist

Bel Aire

Nathan Grebil - 4th Grade Teacher

Del Mar

Lisa Faith - 6th Grade Humanities

Christy Stocker - 6th Grade Humanities

Steve Beatty - Math 7

Katie Baker - Science 7 & 8

Lindsay Cummings - Spanish

Jay Rhodes – Spanish

I. Approval of Agenda

J. Public Comment

K. Presentation - Update on District Bonds by Charlie Feinstein of Raymond James.

L. Approval of Minutes of June 21, 2016 Regular Meeting.

M. Approval of Consent Agenda

M.1. Approval of Personnel Report

M.2. Approval of Warrants

M.3. Approval of Quarterly Williams Act Report

Attachments:

Public attachment - Quarterly Report on Williams Uniform Complaints

Quick Summary:

The District is mandated to report quarterly any complaints filed regarding the following to the Board of Trustees and the Marin County Office of Education:

Sufficiency of textbooks and instructional materials
Teacher vacancy or misassignment
Condition of Facilities

The District did not receive any complaints regarding mandates under the Williams Act.

M.4. Approval of the MOU between Reed Union School District and Family Service Agency of Marin to conduct voluntary mental health check-ups to 7th Graders.

Attachments:

Public attachment - MOU Family Service Agency 2016-2017

Quick Summary:

Upon approval of the attached MOU between the Reed Union School District and Family Service Agency of Marin, the TeenScreen Program will be implemented at Del Mar Middle School. The goal of the FSA TeenScreen Program is to offer voluntary mental health check-ups to 7th grade students. No child is screened without parental consent and participant assent is also required. The TeenScreen Program screens for risk factors associated with depression and other mental illnesses but does not make formal diagnoses. Parents of youth found to be at possible risk are notified and helped with connecting to local mental health services.

Financial Impact:

The financial impact will be \$9,500.00, paid through mental health funds.

M.5. Approval of Amendment to Agreement between All City Management Services, Inc. and Reed Union School District for School Crossing Guard Services.

N. Items Removed from Consent Agenda

O. Information Items

O.1. Reports from the Administrative Team

Quick Summary:

The principal from each site will give a brief report on preparations at their school for the new school year.

O.2. Reports from PTA and The Foundation for Reed Schools

O.3. Information from the Board of Trustees

O.4. Report from the Superintendent

Quick Summary:

The Superintendent will report on current activities and events in the District.

O.5. Enrollment Report

P. Public Comment

Q. Trustee Considerations

Q.1. First reading and adoption of revisions to Board Policies, Administrative Regulations and Exhibits related to the Employee Use of Technology, and updates to the Adult and Student

Responsible Technology Use Agreements.

Attachments:

Public attachment - 01 BP 4040 Employee Use of Technology
Public attachment - 02 AR 4040 Employee Use of Technology
Public attachment - 03 Adult Responsible Technology Use Agreement
Public attachment - 04 Student Responsible Technology Use Agreement
Public attachment - 05 BP 4119.21 Professional Standards
Public attachment - 06 E 4119.21 Professional Standards
Public attachment - 07 E 4219.21 Professional Standards
Public attachment - 08 E 4319.21 Professional Standards

Quick Summary:

Administration has reviewed the attached policy revisions and/or editorial changes provided by California School Boards Association. Updates have also been made to the Adult and Student Responsible Technology Use Agreements to align with board policy and current practice.

Q.2. First Reading of revisions to Board Policies and Administrative Regulations Attached.

Attachments:

Public attachment - 01 AR 3514.2 Integrated Pest Management
Public attachment - 02 BP 4119.11 Sexual Harassment
Public attachment - 03 AR 4119.11 Sexual Harassment
Public attachment - 04 BP 5141.4 Child Abuse Reporting
Public attachment - 05 AR 5141.4 Child Abuse Reporting
Public attachment - 06 BP 5144 Discipline
Public attachment - 07 AR 5144 Discipline
Public attachment - 08 5144.1 Suspension and Expulsion
Public attachment - 09 5144.1 Suspension and Expulsion
Public attachment - 10 AR 5144.2 Suspension and Expulsion - Students with Disabilities

Quick Summary:

Administration has reviewed the attached policy revisions and/or editorial changes provided by California School Boards Association.

Q.3. Approval of revisions to Business Manager job description. The title of this position will be changed to Business Manager / CBO on all relevant documents including Salary Schedule.

Q.4. Approval of Revisions to the Health Specialist Job Description.

Attachments:

Public attachment - Health Specialist Job Description

Quick Summary:

The Health Specialist job description has been modified to allow candidates with a Licensed Vocational Nursing (LVN) certificate as well as those with a Registered Nurse (RN) license to be qualified for the position, creating a larger candidate pool. Additionally, other sections have been updated.

Q.5. Approval of responses to the Marin County Civil Grand Jury reports "Marin Public Schools Fail to Beat Bullies" and "Marin's Hidden Human Sex Trafficking".

Quick Summary:

Responses to the 2015-2016 Marin County Civil Grand Jury Report "Marin Public Schools Fail to Beat Bullies" and "Marin's Hidden Human Sex Trafficking". See the attached responses.

Q.6. Public Notice: Approval of the intent to employ Mr. Jay Rhodes as a 6th, 7th and 8th grade Spanish Teacher at Del Mar Middle School on the basis of a Provisional Internship Permit.

Q.7. Public Notice: Approval of the intent to employ Ms. Carolyn Balfe as an Elementary Teacher for Kindergarten, 1st and 2nd grades at Reed Elementary School on the basis of a Provisional Internship Permit.

Q.8. Adoption of Resolution 1-2016/17 Conflict of Interest Code

Quick Summary:

Board Bylaw 9270 Conflict of Interest was revised and approved at the April 19, 2016 Board Meeting. Resolution 1-2016/17 resolves that the Reed Union School District Governing Board adopts Board Bylaw 9270, Conflict of Interest Code.

Q.9. Adoption of Resolution 2-2016/17 Tax Anticipation Note (TAN).

Quick Summary:

Education Code Section 42620 authorizes the Marin County Board of Supervisors to make temporary transfers of funds to school districts that are experiencing cash shortages. Attached is the form that districts need to complete to request a tax anticipation loan for cash flow from the County of Marin. Once the district receives approval from the county, the county auditor will allow the district to have a negative cash balance in any of its funds. The County of Marin will apply "negative interest" to these funds at the County's current interest rate. There are no additional charges for this service.

Q.10. Approval of Contract with DecisionInsite for Enrollment Projections and the Student View System.

Q.11. Approval of a date to hold a study session to discuss STRS/PERS increases and OPEB reserves. Recommend possible dates of October 4, 2016 or October 25, 2016.

R. Conclusion