



**June 15, 2022 Regular Board Meeting  
06/15/2022 - 07:00 PM**

BOARD OF TRUSTEES BOARD ROOM  
33122 Valle Rd., San Juan Capistrano, Ca 92675  
Closed Session 3:30 PM Open Session 7:00 PM

## AGENDA

Members of the public may attend the meeting in person. As a K-12 Public School District, we must follow the guidelines established by the California Department of Public Health specifically for schools. These guidelines act as our standard of care. Per CDPH and Cal/OSHA guidelines, the use of masks is strongly recommended, but not required, when indoors at the District office. If participants choose not to attend the Board meeting in person, the District has provided the following option for the public to address the Board telephonically.

Please submit a request to address the Board form by clicking

<https://simbli.eboardsolutions.com/SU/xA9Oslsh8QuMtbNr9j3YPXvg==>) . Register only if you are not attending in person. Those who have registered to comment will receive an email prior to the meeting with information on how to join and comment via a Zoom link. If you are attending in person, a speaker card will need to be submitted within 30 minutes at the start of Open Session per Board Bylaw 9323, *Meeting Conduct*. Members of the public shall have an opportunity to address the Board regarding items on the agenda to be considered during Closed Session prior to the Board adjourning the meeting to Closed Session. Individual presentations are limited to a maximum of three (3) minutes; however, the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers who wish to address a specific agenda topic. Detailed guidelines and information on what to do if you wish to address the Board of Trustees is provided at the end of this agenda. The Board meeting discussion related to each of the items on the public agenda is on file in the Superintendent's office as a matter of the permanent record. An audio recording of the meeting is available on the District website at [capousd.org](https://simbli.eboardsolutions.com/SU/TesYrpluspluzDt75ngsslsh0c8plusCQ==) (<https://simbli.eboardsolutions.com/SU/TesYrpluspluzDt75ngsslsh0c8plusCQ==>).

### CLOSED SESSION AT 3:30 P.M.

#### 1. CALL TO ORDER

#### 2. CLOSED SESSION COMMENTS

#### 3. CLOSED SESSION (as authorized by law)

##### A. PUBLIC HEALTH EMERGENCY

Kirsten Vital Brulte/Gregory Merwin  
Attorney – Anthony De Marco  
Consultation with Agency Counsel  
(Pursuant to Government Code § 54957(a))

##### B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Gregory Merwin/Kathy Purcell  
Attorney – Justin Shinnfield  
Significant Exposure to Litigation – Three Cases  
1. ADR Case No. 20211001  
2. ADR Case No. 20211021  
3. ADR Case No. 20220518  
(Pursuant to Government Code § 54956.9(d)(2))

Kirsten Vital Brulte/Clark Hampton/John Forney



Attorney – Terry Tao

4. Significant Exposure to Litigation – One Case

*(Pursuant to Government Code § 54956.9 (d) (2) or (3))*

**C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Gregory Merwin/Kathy Purcell

Attorney – Justin Shinnfield

Significant Exposure to Litigation – One Case

1. OAH Case No. 2022020403

*(Pursuant to Government Code § 54956.9(d)(1))*

Bob Presby

Attorney – Carlos Perez

2. Significant Exposure to Litigation – One Case

*(Pursuant to Government Code § 54956.9(d)(1))*

**D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

District Negotiators: Kirsten Vital Brulte/Clark Hampton

Attorney: Andreas Chialtas, AALRR

Property: Pacifica San Juan property, a 7.292 acre property located at the north east corner of Camino Las Ramblas and Avenida California

Negotiating Parties: Pacific Point Development Partners/Taylor Morrison of California LLC (possible amendment to existing purchase agreement); and one or more potential buyers for the Property (possible purchase of the District's option to purchase the Property through a request for proposals process)

Property: South Transportation and Groundskeeping Facility; 5.51 acre property located at 26126 Victoria Blvd, Dana Point, CA 92624

Negotiating Party: Toll Brothers, Inc.

Property: Paseo de Colinas property. 2.47 acre property located on Paseo de Colinas adjacent to Niguel Hills Middle School

Negotiating Party: One or more potential buyers for the Property who may purchase the Property through a surplus property bid auction process

Under Negotiation: Price and Terms of Payment

*(Pursuant to Education Code § 54956.8)*

**E. CONFERENCE WITH LABOR NEGOTIATORS**

District Negotiators: Kirsten Vital Brulte/Bob Presby/Clark Hampton

Employee Organizations:

1) Capistrano Unified Education Association (CUEA)

2) California School Employees Association (CSEA)

3) Teamsters

4) Capistrano Unified Management Association (CUMA)



5) Unrepresented Employees  
(Pursuant to Government Code § 54957.6)

**F. LIABILITY CLAIM**

Clark Hampton  
Significant Exposure to Litigation – One Case  
1. Rejection of Government Claim No. 2209267  
(Pursuant to Government Code § 54956.9 (d) (2) or (3))

**G. STUDENT EXPULSIONS**

Mike Beekman  
Four Cases  
1. Case No. 2022-016  
2. Case No. 2022-017  
3. Case No. 2022-020  
4. Case No. 2022-021

**H. STUDENT READMISSION**

Mike Beekman  
One Case  
1. Case No. 2020-021

**I. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Bob Presby  
1. Principal, Multiple Sites  
2. Human Resource Services Reorganization  
3. One Case  
(Pursuant to Government Code § 54957)

**J. PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT**

Bob Presby  
1. Principals, Elementary School /K-8  
(Pursuant to Government Code § 54957)

**K. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE**

Superintendent  
(Pursuant to Government Code § 54957(b))

**4. OPEN SESSION AT 7:00 P.M.**

**5. CALL TO ORDER - ROLL CALL**

**6. PLEDGE OF ALLEGIANCE**

**7. ADOPTION OF THE AGENDA**

**8. REPORT ON CLOSED SESSION ACTION**



9. BOARD AND SUPERINTENDENT COMMENTS

10. ORAL COMMUNICATIONS (Non-Agenda Items)

Oral Communications will occur immediately following Board and Superintendent Comments. The total time for Oral Communications shall be twenty (20) minutes. Individual presentations are limited to a maximum of three (3) minutes per individual.

11. PUBLIC HEARINGS

A. PUBLIC HEARING NOTICES

1. PUBLIC HEARING: 2022-2023 SPECIAL EDUCATION LOCAL PLAN AREA ANNUAL SERVICE PLAN AND ANNUAL BUDGET PLAN

27

This is an annual item. The Board will conduct a public hearing on the 2022-2023 Special Education Local Plan Area Annual Service Plan and Annual Budget Plan. Supporting information can be viewed on the District website at [www.capousd.org](http://www.capousd.org). A copy of the Annual Service Plan and Annual Budget Plan was offered to the public for inspection by appointment while the District continues to follow state and local social distancing rules. Supporting documentation is located in Exhibit 13.A.10.

***CUSD WIG 2: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***Contact: Gregory Merwin, Associate Superintendent, Student Support Services***

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

2. PUBLIC HEARING: 2022-2023 BUDGET ADOPTION

29

This is an annual item. The Board will conduct a public hearing on the 2022-2023 Budget Adoption. Supporting documentation is located in Exhibit 13.A.14

***CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

3. PUBLIC HEARING: FORMATION OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT

31

This is a subsequent item. The Board will conduct a public hearing on adopting Resolution No. 2122-73 on the formation of School Facilities Improvement District No. 2 to facilitate a potential bond measure to fund replacement and rehabilitation of Dana Hills High School. Supporting documentation is located in Exhibit 13.A.2.



***CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.  
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

4. PUBLIC HEARING: FORMATION OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 3 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT

33

This is a subsequent item. The Board will conduct a public hearing on adopting Resolution No. 2122-74 on the formation of School Facilities Improvement District No. 3 to facilitate a potential bond measure to fund school facilities repairs, upgrades, and improvements for the schools located within the City of Aliso Viejo. Supporting documentation is located in Exhibit 13.A.3.

***CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.  
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

**12. CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board or staff request specific items to be discussed and/or removed from the Consent Calendar. The Superintendent and the staff recommend approval of all Consent Calendar items.

**A. BUSINESS AND SUPPORT SERVICES**

1. DONATION OF FUNDS AND EQUIPMENT

35

This is a monthly item. Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$216,020.82 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash have no financial impact on the budget. The District does not guarantee maintenance of items or the expenditure of any District funds for continued use.

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***


2. PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS

40



This is a monthly item. Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2). The expenditures related to the listed purchase orders and commercial warrants included in this item were previously authorized as part of the District's budget approval process. The purchase orders total \$5,386,266.87 and the commercial warrants total \$14,515,756.50. Attachment 3 is a list of previously Board-approved bids and contracts to assist in the review of the purchase order and commercial warrant listings. Attachment 4 is a list of previously Board-approved warrants, by vendor, exceeding \$250,000.

**Contact:** *Clark Hampton, Deputy Superintendent, Business and Support Services*

3. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS  127

This is a monthly item. Approval of the District standardized Independent Contractor, Professional Services, Field Service and Master Contract agreements. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process. The exhibit shows 13 new agreements totaling \$2,835,076 and 13 amendments to existing agreements totaling \$1,597,616. Due to the size of the contract documents, the General Conditions for each type of agreement are posted online on the District's Board Agendas and Supporting Documentation page here (<https://simbli.eboardsolutions.com/SU/faYUwXIN8pslshHplqE0lf2vQ==>) .

**Contact:** *Clark Hampton, Deputy Superintendent, Business and Support Service*

4. LIMITED USE LICENSE AGREEMENT WITH RANCHO SANTA MARGARITA LANDSCAPE AND RECREATION CORPORATION FOR THE USE OF ARROYO VISTA PARK  324

This is an annual item. Approval of the renewal of the Limited Use License Agreement with Rancho Santa Margarita Landscape and Recreation Corporation (SAMLARC) for student use of Arroyo Vista Park. Arroyo Vista K-8 School is located adjacent to Arroyo Vista Park in the City of Rancho Santa Margarita. The Limited Use License Agreement was developed to provide general provisions defining each agency's responsibilities. Terms of the agreement include a defined amount of student use of the park for the 2022-2023 school year for a fee of \$8,900 funded by the general fund. The original Limited Use License Agreement was reviewed and approved by legal counsel.

**Contact:** *Clark Hampton, Deputy Superintendent, Business and Support Services*

5. LIMITED USE LICENSE AGREEMENT WITH RANCHO SANTA MARGARITA LANDSCAPE AND RECREATION CORPORATION FOR USE OF TIJERAS CREEK PARK  370

This is an annual item. Approval of the renewal of the Limited Use License Agreement with Rancho Santa Margarita Landscape and Recreation Corporation (SAMLARC) for student use of Tijeras Creek Park. Tijeras Creek Elementary School is located adjacent to Tijeras Creek Park in the City of Rancho Santa Margarita. The Limited Use License Agreement was developed to provide general provisions defining each agency's responsibilities. Terms of the agreement include a defined amount of student use of the park for the 2022-2023 school year for a fee of \$8,900 funded by the general



fund. The original Limited Use License Agreement was reviewed and approved by legal counsel.


**Contact:** *Clark Hampton, Deputy Superintendent, Business and Support Services*

6. RESOLUTION NO. 2122-69, EDUCATION PROTECTION ACT  417

This is an annual item. Approval of the adoption of Resolution No. 2122-69, Education Protection Act. On November 6, 2012, voters approved Proposition 30. The monies received from the Education Protection Account (EPA) will be spent according to Article XIII, § 36 of the California Constitution. The Board is required to determine how the District plans to spend the EPA money and annually post it on the District website. Adoption of Resolution No. 2122-69 approves the 2022-2023 EPA funds in the amount of \$9,011,362 are spent on instruction.

**Contact:** *Clark Hampton, Deputy Superintendent, Business and Support Services*

B. CURRICULUM AND INSTRUCTION

1. SCHOOL-BASED MEDI-CAL ADMINISTRATIVE ACTIVITIES PARTICIPATION AGREEMENT NO. 10000822  422

This is an annual item. Approval of the School-Based Medi-Cal Administrative Activities (SMAA) Participation Agreement No. 10000822 with the Orange County Superintendent of Schools to provide administrative services and required oversight related to Medi-Cal SMAA program reimbursement. The term of the agreement is July 1, 2022, through June 30, 2023. The Orange County Superintendent of Schools receives 4.5 percent of the quarterly claim received by the District from the state for Medi-Cal Administrative Activities administration. There is no financial impact.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

2. MEMORANDUM OF UNDERSTANDING WITH SANDY HOOK PROMISE FOUNDATION  457

This is a recurring item. Approval of the Memorandum of Understanding (MOU) with Sandy Hook Promise Foundation (SHPF) July 1, 2022, through June 30, 2025. The District has utilized the SHPF Say Something Anonymous Reporting System (SS-ARS) since 2019 to allow secondary students, staff, parents, and community member to submit anonymous reports. The system has multiple 24 hour, 7 day a week monitored modalities. Tips deemed Life Safety, are immediately reported to the Orange County Sheriff's Department for a full investigation. Since SS-ARS was implemented, over 1,100 anonymous tips have been received. Approval of this MOU would allow the SS-ARS program to continue for the next three school years. This service is provided at no cost to the District and includes a robust educational component. There is no financial impact.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*




3. STATE ACCOUNTABILITY LOCAL INDICATORS  480

This is an annual item. Approval of the State Accountability Local Indicators. The state accountability system has Local Control Funding Formula priority areas that meet the criteria established for state indicators. Other remaining priority areas are considered local indicators and require districts to identify a measurement and determine whether



they have met or not met each applicable local indicator. The local indicators only apply at the district level, not the school level. Districts use the local indicators to evaluate and report their progress on priority areas. This item will provide an update on each of the local indicator measurements.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

4. AGREEMENT WITH CALIFORNIA YOUTH SERVICES  484  
This is an annual item. Approval of the agreement with California Youth Services, July 1, 2022, through June 30, 2023. California Youth Services will facilitate Juvenile Alcohol and Drug Education (JADE) for secondary students with a first-time offense of drugs and alcohol. This intervention service is voluntary, based on student and family interest, and supports social and emotional learning for students struggling with substance abuse. The cost of the JADE program is approximately \$450 per student. Based on the 2019-2020 48900(c) violations, it is estimated that 115 students are eligible to attend, at a cost of \$52,000. This program is funded by Title IV.  
**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*
  
5. 2022-2023 LOCAL CONTROL ACCOUNTABILITY PLAN AND ANNUAL UPDATE  498  
This is an annual item. Approval of the 2022-2023 Local Control Accountability Plan (LCAP) and Annual Update. An LCAP update was shared, and the public hearing was held at the May 18, 2022, Board meeting; therefore, this item is presented as a consent item. In June 2013, the Legislature adopted the Local Control Funding Formula (LCFF). The LCAP links spending to specific District goals for student achievement. Districts are held accountable to the specific ways in which money is spent and how those decisions are improving student outcomes. As part of the LCFF, the Legislature included an accountability component known as the LCAP. In developing its LCAP, districts must address eight state priorities, solicit input, and engage stakeholders. The State Board of Education approved a revised template where the plan is a static three-year plan. The plan for 2022-2023 is year 2 of the 3 year plan. This item is the final 2022-2023 LCAP and Annual Update and Budget Overview for Parents, which has been updated based upon the May Revise. Once Board approved, the District's LCAP will be submitted for final approval to the Orange County Department of Education. This LCAP incorporates detail on the District's budget which will also be brought for approval at the June 15, 2022, Board meeting.  
**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*
  
6. PARADIGM HEALTHCARE SERVICES, LLC SERVICE AGREEMENT FOR 2022-2023  583  
This is an annual item. Approval of the Paradigm Healthcare Services, LLC Service Agreement to provide Medi-Cal Local Educational Agency (LEA) and School-Based Medi-Cal Administrative Activities (SMAA) billing services. The contract term will be July 1, 2022, through June 30, 2023, with renewals at the option of the Board with a 30-day notice termination provision option. Fees vary and are relative to the amounts that the District is reimbursed by Medi-Cal for applicable related services. This year, it is anticipated that the LEA billing program will provide the District with an estimated \$650,000 in revenue. SMAA generated funds are difficult to predict because the





measurement methodology is implemented in conjunction with an outcome based upon performance of a consortium of school districts who are also participating in the program. Overall, this contract includes an expenditure that represents less than 10 percent of the District's estimated income from participation with the Medi-Cal LEA and SMAA billing programs. Expenditures utilizing this contract are estimated to be \$63,000 funded by the general fund and \$100,000 funded by Special Education using revenues generated via the LEA billing program.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

7. NATIVE AMERICAN PARENT AND STUDENT COMMITTEE 2022-2023 605

This is an annual item. Approval of the Native American Parent and Student Committee 2022-2023. The District has been awarded an Indian Education Formula Grant, and the 2022-2023 year will be year three of the four-year grant. Each year, the District must certify an application in the spring, which includes a Parent and Student Committee component. The purpose of the Native American Parent and Student Committee is to have open consultation between teachers, secondary students and parents of Native American students to provide a full opportunity to understand the grant program and to offer recommendations regarding the program. Meetings are generally held three times per year. Each spring, staff seeks interest for vacant positions for a two-year term. All parents of District Native American students and secondary Native American students enrolled in the program were encouraged to participate. An Indian Education Formula Grant award in the amount of \$35,955 will be received for 2022-2023.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

8. AMENDMENT NO. 2 TO AGREEMENT NO. 51667 WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS 609

This is a subsequent item. Approval of Amendment No. 2 to Agreement No. 51667 with the Orange County Superintendent of Schools for use of the Orange County Department of Education to provide a consultant that will offer training for kindergarten through grade 5 teachers on the History Social Science Framework. This amendment extends the agreement July 1, 2022, through June 30, 2023. The cost for the consultant is \$10,800 for 12 days of training funded by Title II.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

9. AGREEMENT WITH EDUPROTOCOLS FOR PROVIDING PROFESSIONAL DEVELOPMENT SERVICES IN SUPPORT OF DISTANCE LEARNING 624

This is a new item. Approval of the agreement for the 2022-2023 school year with EduProtocols for professional development services will support instructional strategies that fits within the Multi-Tiered System of Supports plan that promotes Great First Instruction. EduProtocols are optional lesson frames that are adaptive as the curriculum changes and students move from one topic to another in their studies. Once they have learned a particular lesson frame, the teacher is able to repeat that lesson frame with a variety of content. The workflow of each EduProtocol stays the same, allowing students to understand the process in order to stay focused on the learning of the content. EduProtocols are suitable for students across the grade span,



from kindergarten through adult learners and allow the learner to engage with the Four Cs (collaboration, critical thinking, communication, and creativity) in a universal design for learning (UDL) friendly format. Expenditures under this agreement will be \$4,500 funded by the general fund.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

10. OPERATIONS AGREEMENT FOR ORANGE COUNTY GANG REDUCTION AND INTERVENTION PARTNERSHIP WAYMAKERS CASE MANAGER COMPONENT – ORANGE COUNTY DISTRICT ATTORNEY’S OFFICE

629

This is an annual item. Approval of the Operations Agreement with the Orange County District Attorney’s Office (OCDA) to facilitate Orange County Gang Reduction and Intervention Partnership (OC GRIP) Waymakers case management services, July 1, 2022, through June 30, 2023. The agreement establishes OC GRIP will provide weekly case management services for students residing in San Juan Capistrano and San Clemente. The OCDA provides a Waymakers program director and licensed therapist, two Waymakers Community Event Coordinators, and four Deputy District Attorneys. The Orange County Probation Department provides two probation officers. The Orange County Sheriff’s Department (OCSD) staffs the OC GRIP program with two deputies, one assigned to North Orange County, and one assigned to South Orange County. Approval of this Operations Agreement would allow the District to provide a case manager for District schools. The agreement was reviewed by legal counsel. Expenditures are not-to-exceed \$108,185.28 funded by Title IV.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

11. PROPOSED SCHOOL START AND DISMISSAL TIMES FOR THE 2022-2023 SCHOOL YEAR

631

This is a subsequent item. Approval of the start and dismissal times for the 2022-2023 school year. Per Board Policy 6111, *School Calendar*, this item seeks approval of the start and dismissal times for each school site for the 2022-2023 school year. On October 13, 2019, Governor Newsom signed into law Senate Bill (SB) 328. SB 328 requires that the school day for middle schools shall start no earlier than 8:00 a.m. and high schools shall start no earlier than 8:30 a.m. The law goes into effect on July 1, 2022. In order to maintain the current start and dismissal times for Arroyo Vista Elementary School, there are additional costs of \$359,000 that will be incurred. This includes an ongoing labor cost of \$120,000 annually, and \$239,000 in one-time costs for two additional busses. These costs will be funded by the general fund.

**Contact:** *Gregory Merwin, Associate Superintendent, Education and Support Services*

C. HUMAN RESOURCE SERVICES

1. SUBSTITUTE RATE OF PAY






635

This a subsequent item. Staff is requesting a continuance of the current substitute rate of pay, which is \$185.00 per day, for the 2022-23 school year. This will allow the District to remain competitive in the current substitute marketplace, as well as allow the District to take a proactive approach to the hiring of substitutes over the summer months in preparation of the upcoming school year. To continue the rate of pay for the 2022-2023 school year, the additional cost will be approximately \$850,000. This will






include benefits and is funded by the general fund.

**Contact:** *Bob Presby, Associate Superintendent, Human Resource Services*

2. CONSIDER AND APPROVE JOB DESCRIPTION – COORDINATOR II, TITLE I  638  
This is a new job description. Approval of the description for the position of Coordinator II, Title I. Coordinator II, Title I is designed to provide support, to ensure the District is in compliance with Title I program mandates, including parent and family engagement, School Plan for Student Achievement evaluation, equipment inventories, and time accounting. This position will be placed at Range 54 on the Certificated Management Compensation Schedule. This position will be funded by Title I.  
**Contact:** *Bob Presby, Associate Superintendent, Human Resource Services*
  
3. CONSIDER AND APPROVE JOB DESCRIPTION – MANAGER I, HUMAN RESOURCE SERVICES  643  
This is a new job description. Approval of the job description for the position of Manager I, Human Resource Services (HRS). This position will support the HRS department in complaint processing and review, coordinate all District complaints, conduct investigations, support employee recruitments, and other HRS department needs. This position will be placed at Range 44 on the Classified Management Compensation Schedule. This position will be funded by the general fund and the majority of the cost will be offset by the elimination of the Administrative Assistant, Legal Compliance position in HRS.  
**Contact:** *Bob Presby, Associate Superintendent, Human Resource Services*
  
4. CONSIDER AND APPROVE JOB DESCRIPTION – EXECUTIVE DIRECTOR, HUMAN RESOURCE SERVICES  649  
This is a new job description. Approval of the job description for the position of Executive Director, Human Resource Services (HRS). This position will primarily support classified employees and HRS related to classified employees. The Executive Director will support all aspects of the HRS department, school sites and other departments. This position will be placed at Range 63 on the Certificated Management Compensation Schedule. This position will be funded by the general fund and will result in a savings to the general fund with the elimination of the Assistant Superintendent, Human Resource Services position.  
**Contact:** *Bob Presby, Associate Superintendent, Human Resource Services*
  
5. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES  654  
This is a monthly item. Approval of the activity list for employment, separation, and additional assignments of certificated employees. These positions will be charged to the appropriate fund and are included in the adopted budget.  
**Contact:** *Bob Presby, Associate Superintendent, Human Resource Services*
  
6. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED EMPLOYEES  690  
This is a monthly item. Approval of the activity list for employment, separation, and additional assignments of classified employees. These positions will be charged to the appropriate fund and are included in the adopted budget.  
**Contact:** *Bob Presby, Associate Superintendent, Human Resource Services*




D. GENERAL FUNCTIONS

- 1. BOARD MEETING SCHEDULE 2022 - 2023 REVISED  713  
This is a revised item. Approval of the 2022-2023 Board meeting schedule as revised.  
**Contact: Colleen Hayes, Manager II, Board Operations/Superintendent's Office**
- 2. SCHOOL BOARD MEETING MINUTES - MAY 18, 2022  716  
This is a monthly item. Approval of the May 18, 2022, Regular Board meeting minutes.  
**Contact: Colleen Hayes, Manager II, Board Operations/Superintendent's Office**
- 3. SCHOOL BOARD MEETING MINUTES - MAY 25, 2022  730  
This is a monthly item. Approval of the May 25, 2022, Special Board meeting minutes.  
**Contact: Colleen Hayes, Manager II, Board Operations/Superintendent's Office**

13. DISCUSSION/ACTION ITEMS

A. DISCUSSION/INFORMATION ITEMS

- 1. DANA HILLS HIGH SCHOOL MASTER PLAN PRESENTATION  734  
This is a subsequent information item. The preparation for the new Dana Hills High School Master Plan is underway. The architect will present the draft site plan and exterior renderings for the Dana Hills High School Master Plan for review by the Board. For the last four months, District staff, the architect, and staff from the construction management company have been working directly with the Dana Hills High School task force and steering committee to strategize the desired aspects in order to create the framework for the schematic design. District staff worked with the architects to create a presentation for the Board that will review the summary of meetings and planning process to date, an overview of the Phase One Classroom Building, the educational specifications, the educational program, the cost assumptions, and a draft campus plan diagram for the Dana Hills High School Master Plan.  
**CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.**  
**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

- 2. RESOLUTION NO. 2122-73, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT ORDERING FORMATION OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 OF THE CAPISTRANO UNIFIED



SCHOOL DISTRICT - DANA HILLS HIGH SCHOOL

766

This is a subsequent action item. The Board is asked to consider adoption of a resolution forming a School Facilities Improvement District (SFID) around the Dana Hills High School attendance area for the purpose of facilitating a potential bond measure to fund replacement and rehabilitation of the school.

**CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.**

**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 2122-73, Ordering Formation of School Facilities Improvement District No. 2 of the Capistrano Unified School District - Dana Hills High School.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 3. RESOLUTION NO. 2122-75 OR RESOLUTION NO. 2122-78, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT ORDERING A SCHOOL BOND ELECTION ON NOVEMBER 8, 2022, WITHIN SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH - DANA HILLS HIGH SCHOOL

772

This is a subsequent action item. The Board is asked to consider adoption of a resolution placing a bond measure on the ballot in SFID No. 2 for the November 8, 2022, election. Two options are proposed. Resolution No. 2122-75 would be adopted if the Board determines to call a bond measure for authorizing \$98 million in bonds with a tax levy of \$20 per \$100,000 of assessed value. Resolution No. 2122-78 would be adopted if the Board determines to call a bond measure authorizing \$171 million in bonds with a tax levy of \$34 per \$100,000 of assessed value. Only one resolution may be adopted. If adopted, the bond measure will fund replacement and rehabilitation of Dana Hills High School.

**CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.**

**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 2122-75 or Resolution No. 2122-78, Ordering a School Bond Election on November 8, 2022, within School Facilities Improvement District No. 2 of the Capistrano Unified School District and Authorizing Necessary Actions in Connection Therewith - Dana Hills High School.



Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 4. RESOLUTION NO. 2122-74, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT ORDERING FORMATION OF SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 3 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT - ALISO VIEJO

801

This is a subsequent action item. The Board is asked to consider adoption of a resolution forming a School Facilities Improvement District (SFID) around the City of Aliso Viejo that is within the boundaries of the District for the purpose of facilitating a potential bond measure to fund school facilities repairs, upgrades, and improvements for the schools located within the city.

**CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.**  
**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 2122-74, Ordering Formation of School Facilities Improvement District No. 3 of the Capistrano Unified School District - Aliso Viejo.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 5. RESOLUTION NO. 2122-76 OR RESOLUTION NO. 2122-79, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT ORDERING A SCHOOL BOND ELECTION ON NOVEMBER 8, 2022, WITHIN SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 3 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH - ALISO VIEJO

806

This is a subsequent action item. The Board is asked to consider adoption of a resolution placing a bond measure on the ballot in SFID No. 3 for the November 8, 2022, election. Two options are proposed. Resolution No. 2122-76 would be adopted if the Board determines to call a bond measure for authorizing \$78 million in bonds with a tax levy of \$30 per \$100,000 of assessed value. Resolution No. 2122-79 would be adopted if the Board determines to call a bond measure authorizing \$114 million in bonds with a tax levy of \$44 per \$100,000 of assessed value. Only one resolution may be adopted. If adopted, the bond measure will fund school facilities repairs, upgrades, and improvements for the schools located within the City of Aliso Viejo.

**CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.**  
**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.



Following discussion, it is recommended the Board of Trustees adopt Resolution No. 2122-76 or Resolution No. 2122-79, Ordering a School Bond Election on November 8, 2022, within School Facilities Improvement District No. 3 of the Capistrano Unified School District and Authorizing Necessary Actions in Connection Therewith – Aliso Viejo.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

6. CULTURAL PROFICIENCY QUARTERLY REPORT

843

This is a quarterly information item. This item provides an update on the progress of the implementation of actions within the Cultural Proficiency Plan, which was Board approved on December 16, 2020. The mission of the Cultural Proficiency Plan is “to facilitate measurable systemic change that increases learning outcomes for all students by engaging in ongoing reflection to ensure an inclusive environment where students, staff, and the community value diversity.”

The June 15, 2022, update is the fourth and final quarterly report for the 2021-2022 school year. It provides information on actions and goals that are completed and in progress. Staff will again clarify that Critical Race Theory is not part of the Cultural Proficiency Plan and is not included in any curriculum. The report provides updates on the following:

- Online Resources
- Translation
- Counseling Support
- Professional Learning
- Cultural Proficiency Team Resources
- Data Warehouse
- College and Career Centers
- Staff Recruitment
- Academics: A-G Completion
- Safety and Student Services
- AVID Programs

There is no financial impact.

***CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***

***CUSD WIG 2: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***CUSD WIG 3: Optimize facilities and learning environments for all students.***

***Contact: Gregory Merwin, Associate Superintendent, Education and Support Services***

Staff Recommendation

It is recommended the Board President recognize Gregory Merwin, Associate Superintendent, Education and Support Services, to present this item and answer any questions Trustees may have. This is an information item only and no Board action is



necessary.

7. PRESENTATION - LITERACY PLAN FOR DISCUSSION

907

This is an information item. The purpose of this item is to update Trustees and the community in the area of academic literacy, current training, and programs in English-language arts that explicitly address the District’s Vision of a CUSD graduate, and address the Board’s goal of increasing student access to challenging and rigorous coursework. This report will include:

- A plan for discussion on the implementation of greater access to more challenging coursework through heterogeneous grouping of students.
- Professional learning and curriculum in both elementary and secondary.
- DIBELS data for grades Kindergarten through grade five and i-Ready Reading diagnostic data for grades sixth through eighth comparing beginning of year, middle of year, and end of year diagnostic results across kindergarten through grade eight.

There is no financial impact.

***CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***

***Contact: Gregory Merwin, Associate Superintendent, Education and Support Services***

Staff Recommendation

It is recommended the Board President recognize Gregory Merwin, Associate Superintendent, Education and Support Services, to present this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

8. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY ENGLISH-LANGUAGE ARTS AND HISTORY SOCIAL SCIENCE SUPPLEMENTAL NOVELS, GRADES 6-12

935

This is a new action item. Teachers have recommended the following novels for adoption. These instructional material recommendations were then evaluated by the Instructional Materials Review Committee (IMRC). The materials were found to be in alignment with other disciplines and grade-level reading standards. All books were recommended by the IMRC by a majority vote during a public meeting on April 12, 2022, and are therefore being recommended to the Board for adoption. The votes were:

Title	Author	Grade(s)	Ayes	Noes	Absent
<i>The Displaced</i>	Viet Thanh Nguyen	Grades 9-12	11	1	2
<i>Look Both Ways</i>	Jason Reynolds	Grades 6-8	12	0	2
<i>Benefits of Being an Octopus</i>	Ann Braden	Grades 6-8	12	0	2
<i>The Maze Runner</i>	James Dasher	Grade 9/	12	0	2





		English 9			
<i>Ready Player One</i>	Ernest Cline	Grade 10/ English 10	12	0	2
<i>El Escape Cubano</i>	Mira Canion	Grades 7-8/ Spanish 1/1A/1B	11	0	3

The recommended novels are supported by Board Policy 6161.1, *Selection and Evaluation of Instructional Materials*, which states that “instructional materials should present a broad spectrum of knowledge and viewpoints, reflect the ethnic and cultural diversity of our society,” and the Board approved Cultural Proficiency Plan that seeks to diversify the current curriculum by increasing the representation of diverse authors, and they will provide students with diverse perspectives from Black, Indigenous and People of Color (BIPOC), women, and marginalized characters and authors. Of significant note, one of the contributing authors for *The Displaced*, Joseph Azam, is a 1999 graduate of Dana Hills High School. Purchase of these supplemental titles will be funded by site funds.

***CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***  
**Contact: Gregory Merwin, Associate Superintendent, Education and Support Services**

Staff Recommendation

It is recommended that the Board President recognize Gregory Merwin, Associate Superintendent, Education and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve Instructional Materials Recommended for Adoption: Secondary English-language arts and History Social Science Supplemental Novels, Grades 6-12.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

9. UNIVERSAL PREKINDERGARTEN PLAN

940

This is a new action item. Approval of the Universal Prekindergarten Plan. California has adopted universal prekindergarten (UPK) for all four-year-old children, and is expanding services for three-year-old children, including universal transitional kindergarten (UTK) and expansion of the California State Preschool Program (CSPP). The 2021–2022 state budget package established the UPK Planning and Implementation Grant Program as a state early learning initiative, with the goal of expanding access to prekindergarten programs at local educational agencies (LEAs). As a condition of receiving grant funds, state law requires each LEA to create a plan articulating how all children in the attendance area of the LEA will have access to full-day learning programs the year before kindergarten. This UPK plan outlines the expansion of transitional kindergarten, as well as the maintenance of the California State Preschool Program. The costs of UPK will be covered as followed: furniture, materials, and professional development will be funded by the UPK Planning and Implementation Grant, staffing costs will be funded by the general fund, and



curriculum will be funded by Title II.

***CUSD WIG 1: Teaching and Learning - Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***

***Contact: Gregory Merwin, Associate Superintendent, Education and Support Services***

Staff Recommendation

It is recommended the Board President recognize Gregory Merwin, Associate Superintendent, Education and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the implementation of the Universal Prekindergarten Plan.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

10. 2022-2023 SPECIAL EDUCATION LOCAL PLAN AREA ANNUAL SERVICE PLAN AND ANNUAL BUDGET PLAN

996

This is an annual action item. Approval of the 2022-2023 Special Education Local Plan Area Annual Service Plan and Annual Budget Plan. Each Special Education Local Plan Area is required to submit an Annual Service Plan and Annual Budget Plan. The plans are required to be adopted at a public hearing. The Annual Service Plan must describe and identify the Individualized Education Program (IEP) services the District has adopted and intends to provide at school locations within the District and at other public and private locations as determined by the IEP team. The Annual Budget Plan is required to identify expenditures in specific categories as determined by the California Department of Education. The attachments further specify projected revenue and expenditures and California State Management Information System number codes to represent services by site, such as 330 for specialized academic instruction, and 415 for language and speech services.

***CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***

***Contact: Gregory Merwin, Associate Superintendent, Education and Support Services***

Staff Recommendation

It is recommended the Board President recognize Gregory Merwin, Associate Superintendent, Education and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the 2022-2023 Special Education Local Plan Area Annual Service Plan and Annual Budget Plan.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

11. RESOLUTION NO. 2122-70, ADOPTING AND APPROVING THE JOINT POWERS AUTHORITY AGREEMENT CREATING GOVERNMENT FINANCIAL SERVICES JOINT POWERS AUTHORITY

1046

This is a subsequent action item. Resolution No. 2122-70 approves a Joint Powers Authority (JPA) Agreement creating a Government Financial Service JPA to operate



more efficiently and effectively guided by best practices in debt management. The JPA would provide both staff and outside consultants to assist with debt financing and other financial analysis and financial management projects. In addition, JPA membership allows districts to share resources and experiences. This sharing can aid in reinforcement of best practices and better decision-making resulting in lower costs for the District and taxpayers. The agreement is effective on July 1, 2022, and will be in effect until terminated as described in the Bylaws. There is an annual membership fee of \$5,000 funded by the general fund. The fee will be applied toward provided services.

***CSUD WIG 1: Teaching and Learning - Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***

***CUSD WIG 2: Communications - Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 2122-70, Adopting and Approving the Joint Powers Authority Agreement Creating Government Financial Services Joint Powers Authority.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

12. RESOLUTION NO. 2122-71, CAPISTRANO UNIFIED SCHOOL DISTRICT  
ACCEPTING REAL PROPERTY AT ESENCIA K-8 SCHOOL

1061

This is a new action item. Esencia K-8 School is located at 5 Aprender Street, Rancho Mission Viejo, CA 92694. The school property was acquired from RMV PA2 Development, LLC pursuant to a Mitigation Agreement and Esencia K-8 School was constructed. The District and RMV PA2 Development, LLC believe an additional sliver of property (more specifically, .0032 acres, or 139 square feet of property, just inside the sidewalk toward the school and just outside the Andaza right-of-way) should have been transferred to the District back when the District acquired the Esencia K-8 School site. Resolution No. 2122-71 authorizes acceptance of a grant deed from RMV PA2 Development, LLC allowing this additional acreage to be formally owned by the District as part of the Esencia K-8 School site.

***CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution 2122-



71, in order to accept ownership of this small portion of land as part of the Esencia K-8 School site.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

13. RESOLUTION NO. 2122-72, COMMITTING 2022-2023 ADOPTED BUDGET FUND BALANCES

1074

This is a recurring action item. Adoption of Resolution No. 2122-72, Committing 2022-2023 Adopted Budget Fund Balances commits certain funds for expenditure only for specified purposes. Senate Bill 751 enacted in 2017 comes into effect in fiscal year 2022-2023 and caps district reserves at a maximum of ten percent unless the district is smaller than 2,501 average daily attendance (ADA) or is a basic aid district. This ten percent cap includes locally restricted monies such as gift funds, site funds, technology reserves and teacher development reserves. This resolution will be brought forward with the Adopted Budget and with the Unaudited Actuals Budget each year to allow certain locally restricted monies to be excluded from the calculation of the ten percent reserve cap.

**CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.**

**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 2122-72, Committing 2022-2023 Adopted Budget Fund Balances.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

14. 2022-2023 BUDGET ADOPTION

1079

This is an annual action item. The District is required by law to adopt a budget for the 2022-2023 fiscal year no later than June 30, 2022, for enactment on July 1, 2022. The budget for 2022-2023 is based upon revenue assumptions outlined within the Governor’s May Revise, as well as District-specific assumptions for revenue and expenditures. The following documents are included in the exhibit: 2022-2023 Budget for District Funds; School District Certification of the State Criteria and Standards and the Workers’ Compensation Certification; State Criteria and Standards; and 2022-2023 Guidelines and Assumptions.

**CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.**

**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**


Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.



Following discussion, it is recommended the Board of Trustees adopt the 2022-2023 Budget.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 15. RECOMMENDATION TO APPROVE AMENDMENT NO. 6 TO AMENDED CONTRACT FOR EMPLOYMENT OF DEPUTY SUPERINTENDENT, BUSINESS AND SUPPORT SERVICES, JULY 1, 2016 – JUNE 30, 2026  1216

This is an annual action item. Approval of Amendment No. 6 to Amended Contract for Employment Agreement between the District and the Deputy Superintendent, Business and Support Services.

***CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***


***Contact: Kirsten M. Vital Brulte, Superintendent***

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital Brulte, Superintendent, to present this item.

Following discussion it is recommended the Board of Trustees approve Amendment No. 6 to the Amended Contract for Employment Agreement between the District and the Deputy Superintendent, Business and Support Services.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 16. RECOMMENDATION TO APPROVE AMENDMENT NO. 1 TO AMENDED CONTRACT FOR EMPLOYMENT OF ASSOCIATE SUPERINTENDENT, EDUCATION AND SUPPORT SERVICES, JULY 1, 2021 – JUNE 30, 2026  1220

This is an annual action item. Approval of Amendment No. 1 to the Amended Contract for Employment Agreement between the District and the Associate Superintendent, Education and Support Services.

***CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***Contact: Kirsten M. Vital Brulte, Superintendent***

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital Brulte, Superintendent, to present this item.

Following discussion it is recommended the Board of Trustees approve Amendment No. 1 to the Amended Contract for Employment Agreement between the District and the Associate Superintendent, Education and Support Services.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_



- 17. RECOMMENDATION TO APPROVE AMENDMENT NO. 7 TO EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AND KIRSTEN M. VITAL BRULTE, SUPERINTENDENT, AUGUST 26, 2014 – JUNE 30, 2026 1225

This is an annual action item. Approval of Amendment No. 7 to the Employment Agreement between the Board of Trustees of the District and Kirsten M. Vital Brulte Superintendent.

**CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.**

**Contact: Martha McNicholas, Board President**

Staff Recommendation

It is recommended the Superintendent recognize Martha McNicholas, Board President, to present this item.

Following discussion it is recommended the Board of Trustees approve Amendment No. 7 to the Employment Agreement between the District and Kirsten M. Vital Brulte, Superintendent.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 18. TRUSTEE REQUEST - FIRST READING – BOARD POLICY 3350, TRAVEL EXPENSES 1230

This is a new action item. At the May 25, 2022, Special Board meeting, a Trustee requested Board Policy 4133, 4233, 4333, *Travel Expenses*, be reviewed and updated. The proposed revisions bring the policy current including aligning with the per diem meal rate based on the Government Services Administration. The Board policy number is being revised to match the California School Boards Associate policy numbering convention. Changes are underlined; deletions are struck through.

**CUSD WIG 2: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.**

**Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**

**Contact: Judy Bullockus, Trustee Area 7**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the first reading of Board Policy 3350, *Travel Expenses*.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

- 19. SECOND READING – BOARD POLICY 3452, STUDENT ACTIVITY FUNDS 1235

This is a subsequent action item. The proposed revisions to Board Policy 3452, *Student Activity Funds*, bring the policy current by aligning with the California School Boards



Association policy recommendations. The revised language provides more specificity regarding the purpose of the student activity funds/Associated Student Body (ASB) along with detailed guidance regarding oversight of the ASB finances and activities. The policy also formally adopts the Fiscal Crisis and Management Assistance Team (FCMAT) manual and the District ASB manual as guiding documents for the operation of the ASBs. Changes are underlined; deletions are struck through.

***CUSD WIG 2: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***Contact: Clark Hampton, Deputy Superintendent, Business and Support Services***

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the second reading of Board Policy 3452, *Student Activity Funds*.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

20. BOARD MEETING SCHEDULE 2021 - 2022 REVISED  1240

Approval of the 2021-2022 Board meeting schedule as revised. This item is only necessary if the Board needs further time to contemplate placing the bond resolutions for Dana Hills High School and Aliso Viejo on the ballot for the November 8, 2022, election. This item will be tabled indefinitely if further time is not needed.

***CUSD WIG 2: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***

***Contact: Kirsten Vital Brulte, Superintendent***

Staff Recommendation

It is recommended the Board President recognize Kirsten Vital Brulte, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees approve the 2021-2022 Board Meeting Schedule Revised.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

21. BOARD MEETING SCHEDULE 2022 - 2023 REVISED  1243

Approval of the 2022-2023 Board meeting schedule as revised. This item is only necessary if the Board needs further time to contemplate placing the bond resolutions for Dana Hills High School and Aliso Viejo on the ballot for the November 8, 2022, election. This item will be tabled indefinitely if further time is not needed.

***CUSD WIG 2: Communicate with, and engage students, parents, employees, and***



*community members in Districtwide and community-specific decisions.  
Contact: Kirsten Vital Brulte, Superintendent*

Staff Recommendation

It is recommended the Board President recognize Kirsten Vital Brulte, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees approve the 2022-2023 Board Meeting Schedule Revised.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

**14. ADJOURNMENT**

1246

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS  
WEDNESDAY, JULY 13, 2022, 7:00 P.M.

AT THE CAPISTRANO UNIFIED SCHOOL DISTRICT OFFICE BOARD ROOM  
33122 VALLE ROAD, SAN JUAN CAPISTRANO, CALIFORNIA

For information regarding Capistrano Unified School District, please visit our website:  
[www.capousd.org](http://www.capousd.org)

**INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY  
PARENTS AND CITIZENS PRESENT AT THIS MEETING**

We are pleased you can be with us at this meeting, and we hope you will return often. Your visit assures us of continuing community interest in our schools.

The members of the Board of Trustees of this District are locally elected state officials, who serve four-year terms of office, and who are responsible for the educational program of our community from grades kindergarten through twelve. They are required to conduct programs of the schools in accordance with the State of California Constitution, the State Education Code, and other laws relating to schools enacted by the Legislature, and policies and procedures which this Board adopts.

The Board is a policy-making body whose actions are guided by the school district's Mission and Goals. Administration of the District is delegated to a professional administrative staff headed by the Superintendent.

The agenda and its extensive background material are studied by each member of the Board for at least two days preceding the meeting. Board Members can call the administrative staff for clarification on any item, and many of the items on the agenda were discussed by the Board during previous meetings. These procedures enable the Board to act more effectively on agenda items than would otherwise be possible.





## **WHAT TO DO IF YOU WISH TO ADDRESS THE BOARD OF TRUSTEES**

**CLOSED SESSION:** In accordance with Education Code § 35146 and Government Code § 54957, the Board may recess to Closed Session to discuss personnel matters which they consider inadvisable to take up in a public meeting. Members of the public shall have an opportunity to address the Board regarding items on the agenda to be considered during Closed Session prior to the Board adjourning the meeting to Closed Session. Individual presentations are limited to a maximum of three minutes; however, the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers who wish to address a specific agenda topic.

**ORAL COMMUNICATIONS (Non-Agenda Items):** Regular, scheduled meetings of the Board shall have a portion of each meeting devoted to Oral Communications. Oral Communications, will take place following Special Recognitions. The total time for the Oral Communications portion of regular meetings shall be twenty minutes. Individual presentations are limited to a maximum of three minutes per individual but could be less if there are a large number of Oral Communication speakers. Legally, the Board may not take action on items raised by speakers under Oral Communications. The Board may, however, at its discretion, refer items to the administration for follow-up or place topics on a future Board agenda.

**ORAL COMMUNICATIONS (Agenda Items):** Members of the public shall also have an opportunity to address the Board on Open Session agenda items before their consideration by the Board. Individual presentations for the Consent Calendar are limited to a maximum of three minutes for all Consent Calendar items. Individual presentations for Discussion/Action agenda items are limited to a maximum of three minutes however; the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers, who wish to address a specific agenda topic. The total time for presentations shall be limited to twenty minutes per agenda topic, unless the Board grants additional time. The Board shall hear all presentations after any staff comments but prior to the formal discussion by Board members of the agenda topic under consideration.

Persons seeking to address the Board on an agenda item shall complete a "Request to Address the Board of Trustees" card and give it to the Board Secretary or other designated staff member. "Request to Address the Board of Trustees" will be accepted only until 30 minutes after the start of Open Session.

Special Board meetings or separately scheduled Board public hearings shall not have Oral Communications time scheduled.

**PUBLIC HEARINGS:** Any time the Board schedules a separate public hearing on a given topic, it shall not hear speakers on that topic before the public hearing, except as to the scheduling of the hearing, nor shall it hear speakers after the hearing, except as to changes in the recommended action at the time of the hearing.

### **REASONABLE ACCOMMODATION:**

In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the Board, upon request, in accordance with the Americans with Disabilities Act (ADA). Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Board meeting, shall contact the Superintendent or designee in writing by noon on the Friday before the scheduled



meeting. Such notification shall provide school district personnel time to make reasonable arrangements to assure accessibility to the meeting.