

Regular Meeting

CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES

33122 Valle Road  
San Juan Capistrano, CA 92675

March 9, 2009

7:00 p.m.

**I. PRELIMINARY**

Meeting was called to order by \_\_\_\_\_

Pledge of Allegiance to the Flag

Board consideration and adoption of the agenda.

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

**ROLL CALL:**

**Present**

**Absent**

Ellen M. Addonizio, President  
Mike Winsten, Vice President  
Larry Christensen, Clerk  
Jack Brick, Member  
Anna Bryson, Member  
Ken Maddox, Member  
Sue Palazzo, Member

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Chase Ishii, Student Advisor

\_\_\_\_\_

**CLOSED SESSION COMMENTS**

**CLOSED SESSION**

**6:00 p.m.**

**REPORT ON CLOSED SESSION ACTION**

**SPECIAL RECOGNITIONS**

*Kelly Mitchell, ACME Competition Winner*  
*Brooke Bell, Young Rembrandts Award Winner*  
*Pooja Desai, Intel Science Talent Search Semi-finalists*  
*Stephen Hwang & Shannon Kiang, Presidential Scholars Award Candidates*  
*Armaan Kafaipour, Kristi Fecarotta, Tare Chen-Wong Martin Luther King Jr. Essay Contest Winners*

**ORAL COMMUNICATIONS (Non-Agenda Items)**

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

**PUBLIC HEARING:**     **Agenda Item #4 - Adoption, Capistrano Unified School District Education Local Plan Area (SELPA) Annual Service Plan & Budget.**

**RECORDING OF SCHOOL BOARD MEETINGS**

In accordance with Board Policy 9324, Board Minutes, all Regular School Board Meetings will be audio recorded.

## **II. 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**

**ITEMS ON THE AGENDA.** Any person may address the Board concerning any item on the agenda and may, at the discretion of the Board, be granted three (3) minutes to make a presentation to the Board at the time a specific item is under discussion. However, the time assigned for individual presentations could be fewer than three (3) minutes depending upon the total number of speakers who wish to address a specific agenda topic. Prior to the opening of the meeting, a Request to Address the Board card (located in the foyer) should be completed and submitted to the Secretary of the Board. The total time devoted to presentations to the Board shall not exceed twenty (20) minutes, unless additional time is granted by the Board. All presentations shall be heard by the Board prior to the formal discussion of the agenda topic under consideration. Once an agenda item has been opened for public comment, no additional "Request to Address the Board of Trustees" cards shall be accepted for that topic.

**ORAL COMMUNICATIONS (Non-Agenda Items).** Citizens may address the Board on any item not appearing on the agenda. Individual presentations are limited to three (3) minutes per individual, with twenty (20) minutes in total being devoted for this purpose, 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. However, at its discretion, the Board may refer items to the administration for follow-up or place topics on a future Board agenda.

**PUBLIC HEARINGS.** Anytime the Board schedules a separate public hearing on any 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 policy or recommended actions which are directed at the time of the hearing.

**CLOSED SESSION.** In accordance with Education Code Section 35146 and Government Code Section 54957, the Board may recess to Closed Session to discuss personnel matters which they consider inadvisable to take up in a public meeting.

### **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.*

### III. 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, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar. The Superintendent and staff recommend approval of all Consent Calendar items.

#### GENERAL FUNCTIONS

PAGE #

1. SCHOOL BOARD MINUTES: Approval, minutes of the February 9, 2009, Regular Board Meeting, and the minutes of the February 25, 2009, Special Board Meeting.  
(Supporting Information)  
*Contact: Jane Boos, Executive Secretary to the Superintendent* 1
2. SCHOOL BOARD MEETING SCHEDULE: Approval, School Board Meeting Schedule for the period January through June, 2010.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel* 11

#### CURRICULUM & INSTRUCTION

3. SPECIAL EDUCATION: Approval, nonpublic school and agency contracts.  
(Supporting Information)  
*Contact: Eamonn O'Donovan, Assistant Superintendent, Special Education* 13
4. CUSD SPECIAL EDUCATION LOCAL PLAN AREA (SELPA) –  
**PUBLIC HEARING:** Approval, adoption of the Capistrano Unified School District Special Education Local Plan Area (SELPA) Annual Service Plan and Budget.  
*Contact: Eamonn O'Donovan, Assistant Superintendent, Special Education* 19

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
ROLL CALL:

	Student Advisor Chase Ishii _____
Trustee Brick _____	Trustee Christensen _____
Trustee Bryson _____	Trustee Maddox _____
Trustee Palazzo _____	Trustee Winsten _____
	Trustee Addonizio _____

5. WAIVER: Approval, petition to waive California Ed Code §50851(a), Board Policy 6162.5—California High School Exit. Examination: Case No. 0809-030 (SERRA) through 0809-38 (THS)  
(Supporting Information)  
*Contact: Sherine Smith, Deputy Superintendent, Education* 47
6. SUMMER SCHOOL: Approval, proposed 2009 Summer School schedules and locations.  
(Supporting Information)  
*Contact: Sherine Smith, Deputy Superintendent, Education* 49

7. EXPULSION READMISSIONS: Approval, readmission of students from expulsion. 53  
(Supporting Information)  
*Contact: Sherine Smith, Deputy Superintendent, Education*

## **BUSINESS & SUPPORT SERVICES**

8. PURCHASE ORDERS/WARRANTS/CONSULTING AGREEMENTS: 55  
Approval, Purchase Orders/Warrants/Consultant Agreements.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
9. DONATIONS: Approval, donations of funds/equipment. 107  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
10. ENGINEERING FEES: Approval, Engineering fees due to the City of San 111  
Juan Capistrano for construction of San Juan Hills High School.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
11. SPECIAL TAX CONSULTING SERVICES: Approval, extension of RFP 115  
No. 5-0708 – Special Tax Consulting Services for Public Financing,  
David Taussig & Associates, Inc.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
12. AUDIT SERVICES: Approval, extension of RFP No. 2-0708 – Audit 129  
Services, Vavrinek, Trine, Day & Co., LLP  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
13. SURPLUS PROPERTY: Approval, Pilot Program for sale of surplus 137  
property, Interscholastic Trading Company, LLC (Interschola).  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
14. REIMBURSEMENT CONTRACT: Approval, mandated costs 151  
reimbursement contract with School Innovations & Advocacy.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
15. DENTAL, VISION, LIFE, AND DISABILITY BENEFITS CONSULTING 159  
SERVICE: Approval, authorization to advertise for Request for  
Qualifications No. 11-0809, Dental, Vision, Life, and Disability  
Benefits Consulting Service.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel*
16. VISTA DEL MAR: Approval, authorization to advertise for Bid No. 0809- 161  
10, Vista del Mar sidewalk.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*



17. SAN JUAN HILLS HIGH SCHOOL: Approval, final acceptance for sitework and infrastructure for San Juan Hills High School and authorization to file Notice of Completion Bid No. 0708-19, Sitework & Infrastructure for Installation of 2-story modular Classroom Buildings, Restroom Buildings & Shade Structures at San Juan Hills High School, HCH Constructors-Managers, Inc.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 171
18. RELOCATABLE BUILDINGS: Approval, final acceptance for single and 2-story relocatable buildings at Newhart Middle School and authorization to file Notice of Completion for Bid No. 0405-09, Modular Structures International, Inc.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 175
19. RELOCATABLE BUILDINGS: Approval, final acceptance for single and 2-story relocatable buildings at San Juan Hills High School and authorization to file Notice of Completion for Bid No. 0405-09, Modular Structures International, Inc.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 179
20. RELOCATABLE BUILDINGS: Approval, final acceptance for movement of relocatable buildings and authorization to file Notice of Completion Bid No. 0708-07, Pacific Mobile Home Construction, Inc.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 183
21. FIRE HYDRANT: Approval, final acceptance and authorization to file Notice of Completion Bid No. 0809-07, Installation of Fire Hydrant at Capistrano Valley High School, Emphyrean Plumbing, Inc.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 187
22. PLUMBING: Approval, final acceptance for plumbing service and authorization to file Notice of Completion Bid No. 0708-06, Pacific Plumbing Company.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 191
23. AUDIO VISUAL: Approval, authorization to advertise for Bid No. 0809-09, Audio Visual Equipment.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 195
24. ELECTRICAL SERVICE: Approval, final acceptance and Notice of Completion, Bid No. 0708-02, Electrical Service, Gilbert & Stearns, Inc.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services* 197

25. MILK AND DAIRY PRODUCTS: Approval, extension of Bid No. 0708-17, 201  
Milk and Dairy Products, Hollandia Dairy.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
26. PAPER AND PLASTIC PRODUCTS: Approval, advertise for Bid No. 211  
0809-11, Paper and Plastic Products for Food and Nutrition Services.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*
27. GENERAL LEGAL SERVICES: Approval, advertise for request for 213  
Qualifications No. 10-0809 – General Legal Services.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*

### **PERSONNEL SERVICES**

28. RESIGNATIONS/RETIREMENTS/EMPLOYMENT: Approval, classified 215  
personnel.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel Services*
29. RESIGNATIONS/RETIREMENTS/EMPLOYMENT: Approval, 223  
certificated personnel.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel Services*
30. MASTER TEACHER: Approval, payment to master teachers for 233  
supervision of student teachers.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel Services*
31. TEMPORARY ATHLETIC TEAM COACH: Approval, certification of 235  
temporary athletic team coach qualifications and competencies.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel*

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

ROLL CALL:

	Student Advisor Chase Ishii _____
Trustee Brick _____	Trustee Christensen _____
Trustee Bryson _____	Trustee Maddox _____
Trustee Palazzo _____	Trustee Winsten _____
	Trustee Addonizio _____

**NOTE: BY USING A ROLL CALL VOTE FOR THE CONSENT CALENDAR, IT WILL MEET THE NEED FOR ACTION ITEMS WHICH REQUIRE A SIMPLE MOTION OR ROLL CALL VOTE.**

#### IV. DISCUSSION/ACTION

32. **REFUSE SERVICE AUDIT:** Presentation of the Refuse Services Audit.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*

INFORMATION/  
DISCUSSION  
Page 239

33. **CONSULTING SERVICES ENGAGEMENT LETTER:** Consideration and approval, consulting services agreement with Vavrinek, Trine, Day & Co., LLP regarding San Juan Hills High School construction process.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 241

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

34. **SECOND INTERIM REPORT:** Consideration and approval, Certification of the Second Interim Report and adoption of Resolution No. 0809-51, Incorporating 2008-09 Revenue and Expenditure Increases/Decreases.  
(Supporting Information)  
*Ron Lebs, Deputy Superintendent, Business & Support Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 249

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

#### ROLL CALL:

	Student Advisor Chase Ishii _____
Trustee Brick _____	Trustee Christensen _____
Trustee Bryson _____	Trustee Maddox _____
Trustee Palazzo _____	Trustee Winsten _____
	Trustee Addonizio _____

35. **2008-09/2009-10 BUDGET DISCUSSION IV:** Update on 2008-09 mid-year and 2009-10 fiscal year.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*

INFORMATION/  
DISCUSSION  
Page 319

36. **REDUCTION OF CERTIFICATED EMPLOYEES:** Consideration and approval, Resolution No. 0809-49, Reduction of Certificated Employees – Non Management Personnel.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 321

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

#### ROLL CALL:

	Student Advisor Chase Ishii _____
Trustee Brick _____	Trustee Christensen _____
Trustee Bryson _____	Trustee Maddox _____
Trustee Palazzo _____	Trustee Winsten _____
	Trustee Addonizio _____

37. **REDUCTION OF CERTIFICATED EMPLOYEES:** Consideration and approval, Resolution No. 0809-52, Reduction of Certificated Employees-Management Personnel.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 331

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

ROLL CALL:

	Student Advisor Chase Ishii _____
Trustee Brick _____	Trustee Christensen _____
Trustee Bryson _____	Trustee Maddox _____
Trustee Palazzo _____	Trustee Winsten _____
	Trustee Addonizio _____

38. **HIGH SCHOOL COURSE APPROVAL:** Consideration and approval, adoption of the Coordinated Science I and II curricula.  
(Supporting Information)  
*Contact: Sherine Smith, Deputy Superintendent, Education*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 341

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

39. **TRANSPORTATION FEES:** Consideration and approval, increase in fees charged for home-to-school bus service.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 383

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

40. **DANA HILLS HIGH SCHOOL:** Board and staff discussion regarding replacing the gym floor and bleachers at Dana Hills High School.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*

INFORMATION/  
DISCUSSION  
Page 385

41. **CUEA SETTLEMENT AGREEMENT:** Consideration and approval, 2008-09 contract settlement with CUEA as proposed.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 395

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

42. **SETTLEMENT AGREEMENT:** Consideration and approval, Settlement Agreement between CUSD and Whispering Hills, LLC for final land purchase payment and lot line adjustments for San Juan Hills High School.  
(Supporting Information)  
*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_\_  
Page 399

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

43. **BOARD POLICY REVISION:** Consideration and approval, second reading of revisions to Board Policy 1230, *School-Connected Organizations*.  
(Supporting Information)  
*Contact: Sherine Smith, Deputy Superintendent, Education*

DISCUSSION/  
ACTION  
Vote \_\_\_\_  
Page 413

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

44. **BOARD POLICY NEW:** Consideration and approval second reading, Board Policy 4010, *Employee/Student Non-Fraternization*.  
(Supporting Information)  
*Contact: Suzette Lovely, Deputy Superintendent, Personnel Services*

DISCUSSION/  
ACTION  
Vote \_\_\_\_  
Page 419

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

45. **CSBA DELEGATE ASSEMBLY ELECTION:** Election of School Board Members to serve on CSBA's Delegate Assembly.  
(Supporting Information)  
*Contact: Jane Boos, Executive Secretary to the Superintendent*

DISCUSSION/  
ACTION  
Vote \_\_\_\_  
Page 423

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

## **V. BOARD/SUPERINTENDENT ANNOUNCEMENTS**

## **VI. ADJOURNMENT**

**THE NEXT REGULAR MEETING OF THE GOVERNING BOARD WILL  
BE HELD ON MONDAY, APRIL 13, 2009, 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)

## **VII. CLOSED SESSION**

### **46. Closed Session (as authorized by law)**

- A. **STUDENT EXPULSIONS (Items A-1 through A-3)**  
Deliberations of Findings of Fact and Recommendations  
(Pursuant to Education Code §48918(c) and §35145)
- B. **CONFERENCE WITH LEGAL COUNSEL**  
**ANTICIPATED LITIGATION**  
Significant Exposure to Litigation – One Case  
Potential litigation with Whispering Hills LLC regarding acquisition of San Juan Hills High School site.  
(Pursuant to Government Code §54956.9(b))
- C. **CONFERENCE WITH LEGAL COUNSEL–PENDING LITIGATION**  
Number of cases: Two Cases  
(Pursuant to Government Code §54956.9(a))  
  
Case No. 1  
Superior Court of the State of California  
County of Orange – Central Justice Center  
Case Number 00180049  
Petition for writ of Mandate Pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Section 21000, et seq.  
City of Mission Viejo, a municipal corporation v. Capistrano Unified School District.  
  
Case No. 2  
Superior Court of the State of California  
County of Orange – Central Justice Center  
Case No. 00207543  
Petition for writ of Mandate Pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Section 21000, et seq.  
City of Rancho Santa Margarita, a municipal corporation, v. Capistrano Unified School District.
- D. **CONFERENCE WITH CHIEF LABOR NEGOTIATOR**  
Agency designated representative:  
Suzette Lovely, Chief Labor Negotiator  
Employee Organizations:
  - 1) Capistrano Unified Education Association (CUEA)
  - 2) Capistrano School Employees Association (CSEA)
  - 3) Unrepresented Employees (CUMA)(Pursuant to Government Code §54957.6)
- E. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**  
(Pursuant to Government Code §54957)
- F. **PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**  
Interim Superintendent  
(Pursuant to Government Code §54957)

CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
MINUTES – REGULAR MEETING  
FEBRUARY 9, 2009  
EDUCATION CENTER – BOARD ROOM

President Addonizio called the meeting to order at 6:00 p.m. The Board recessed to closed session to: hear one (1) Level 4 Complaint Appeal; confer with Legal Counsel regarding anticipated litigation (one case); confer with Legal Counsel regarding pending litigation (two cases); confer with Chief Labor Negotiator regarding CUEA, CSEA, and CUMA negotiations; discuss ten (10) student expulsions; discuss two (2) liability cases; confer with Legal Counsel regarding Significant Exposure to Litigation (three cases); confer with Legal Counsel regarding Initiation of Litigation (two cases); discuss one (1) Public Employee Discipline/Dismissal/Release; and Public Employee Appointment/ Employment.

The Regular Meeting of the Board reconvened to open session and was called to order by President Addonizio at 7:02 p.m.

The Pledge of Allegiance was led by Trustee Winsten

Present: Trustees Addonizio, Brick, Bryson, Christensen, Maddox, Palazzo, Winsten, and Student Advisor Chase Ishii.

**A CD of 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: [www.capousd.org](http://www.capousd.org)** **Permanent Record**

President Addonizio reported that no action was taken during closed session. **President's Report From Closed Session Meeting**

Deputy Superintendent Suzette Lovely requested that Agenda Item #21, Settlement Agreement be pulled from the agenda. **Adoption of the Board Agenda**

It was moved by Trustee Bryson, seconded by Trustee Christensen, and carried unanimously to adopt the Board agenda.

Chief Communications Officer Julie Hatchel introduced the following people to receive special district recognition: Dana Hills High School Cross Country Coach and Team Captains and Serra High School Principal Rich Bellente for WASC accreditation. **Special Recognition**

Student Advisor Chase Ishii introduced the Student Body President from San Juan Hills High School who presented a report on activities taking place at the high school. **Student Body Reports**

The following people addressed the Board: **Oral Communications**

- Frank Thomas Larkin addressed the Board suggesting that they find ways to generate revenue for the District and to suspend their Trustee stipend until the District is financially sound.
- DeAnna Burghart thanked the Board for their support to save Crown Valley Elementary School. She offered community support in the relocation of Serra High School.
- Harry Meader asked the Board not to cut programs that create character such as the Auto Academy, AVID, and IB programs at San Clemente High School.

- San Clemente High School students Morgan Meader and Luis Silva spoke in support of the Auto Academy and what the program means to them.
- Erin Kutnick spoke to the Board about making decisions, taking responsibility for their decisions, and admitting when they make mistakes. Trustees should either hire back the superintendent or pay off his contract and begin the process of hiring a new superintendent and involve the community in the selection.
- Gail Benda, retired teacher spoke to the Board regarding Consent Calendar Agenda Item 2, Awards to Employees. Ms. Benda asked the Board not to take away the awards to teachers completely but to give each site Teacher of the Year \$100 and \$500 to the three District winners. She also suggested soliciting awards from the community.

President Addonizio called for any items from the Consent Calendar that Trustees wished to pull or address. Trustee Christensen pulled Agenda Item #2, *Awards to Employees* and Agenda Item # 12, *District Buses*.

**Items Pulled from the Consent Calendar**

## CONSENT CALENDAR

It was moved by Trustee Bryson, seconded by Trustee Brick, and carried unanimously to approve the following Consent Calendar items:

Minutes of the December 18, 2008, Special Board Meeting, minutes of the January 6, 2009 Special Board Meeting, minutes of the January 12, 2009, Regular Board Meeting, and the minutes of the January 21, 2009, Special Board Meeting.

**Minutes**  
Agenda Item 1

Non-Public School and Agency Agreements.

**Special Education**  
Agenda Item 3

Members of the Special Education Local Plan Area (SELPA) Community Advisory Committee (CAC).

**Special Education**  
Agenda Item 4

One-Time Instructional Materials Contract for the State-Funded Preschool Program.

**Instructional Materials Contract**  
Agenda Item 5

Petition to waive California Ed Code §50851(a)/Board Policy 6162.5—California High School Exit Examination: Case #0809-029 (ANHS).

**California High School Exit Exam**  
Agenda Item 6

Three (3) Year Expulsion Plan.

**Expulsion Plan**  
Agenda Item 7

Readmission of student from expulsion, Case #2008-095; 2008-041; 2008-099; 2008-098; 2008-0136; and 2008-0133.

**Student Readmission**  
Agenda Item 8

Purchase Orders/Warrants/Consulting Agreements as listed.

**Purchase Orders/Warrants/Consulting Agreements**  
Agenda Item 9

Donations of funds and equipment.

**Donations**  
Agenda Item 10

Acceptance of release bond for stop notice filed.

**San Clemente High School**  
Agenda Item 11



Resignations, retirements, and employment of classified personnel.

**Resignations/  
Retirements/  
Employment  
(Classified  
Personnel)**  
Agenda Item 13

Resignations, retirements, and employment of certificated personnel.

**Resignations/  
Retirements/  
Employment  
(Certificated  
Personnel)**  
Agenda Item 14

Acceptance of the Quarterly Activities Report – Williams Settlement Uniform Complaint Procedure.

**Williams  
Settlement**  
Agenda Item 15

Authorization of teachers to coach a competitive sport for one period per day and provide P.E. credit to students in the class.

**Authorization of  
Coaches**  
Agenda Item 16

Academic Intern Agreement with California State University, Fullerton.

**Academic Intern  
Agreement**  
Agenda Item 17

ROLL CALL: AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, Winsten and Student Advisor Chase Ishii  
NOES: None  
ABSENT: None  
ABSTAIN: None

President Addonizio recognized Trustee Christensen who stated that Ms. Benda had made some valid points and asked staff to look at some options. Following discussion it was moved by Trustee Christensen, seconded by Trustee Palazzo, and carried unanimously to table the suspension of Board Policy 4156.2, 4256.2, and 4356.2, *Awards to Employees* for the 2008-2009 and 2009-2010 school years until the March 9, 2009 Board meeting.

**Awards to  
Employees**  
Agenda Item 2

ROLL CALL: AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, Winsten and Student Advisor Chase Ishii  
NOES: None  
ABSENT: None  
ABSTAIN: None

President Addonizio called upon Trustee Christensen who asked why these buses were being sold and the need to sell them at this time. Mike Patton, Executive Director, Maintenance and Operations and Transportation explained that these were old 78 passenger buses and would not be coming back into the fleet even if Transportation services were restored. Following discussion it was moved by Trustee Christensen, seconded by Trustee Bryson, and carried unanimously the authorization to surplus and advertise for auction five (5) transit buses.

**District Buses**  
Agenda Item 12

ROLL CALL: AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, Winsten and Student Advisor Chase Ishii  
NOES: None  
ABSENT: None  
ABSTAIN: None

## DISCUSSION/ACTION

President Addonizio recognized Deputy Superintendent Ron Lebs who presented information regarding possible budget adjustments for 2008/09 and 2009/10 fiscal years to meet the constraints of the budget proposed by the governor. This informational item was presented in anticipation of the Board making decisions regarding mid-year cuts as soon as they are quantified and approved by the state as well as direction in compiling the 2009-10 budget. Following a PowerPoint presentation Mr. Lebs addressed questions from the Board. No action was taken on this item.

**2008/09 Budget  
Discussion II  
Agenda Item 18**

Trustee Addonizio requested that Mr. Lebs identify a consultant to review and give an analysis of the categoricals and bring the information back to the Board. Trustees Maddox and Palazzo requested that staff update the Consulting Agreement information provided to Trustees and on the CUSD website with a column showing who is paying for each service (i.e. District, PTA).

Keilani Conroy addressed the Board regarding the San Clemente High School Auto Academy and the importance of keeping this program as they prepare to cut programs from the budget. She shared an album with the Board showing her son's accomplishments since graduating from the program.

President Addonizio recognized resolution sponsor Ken Maddox who introduced this item seeking approval of Resolution No. 0809-48, opposition to further educational funding cuts from the State of California. This resolution outlines the Board's opposition to the approval of a State budget which further weakens the District's ability to deliver quality public education. It was moved by Trustee Maddox, seconded by Trustee Christensen and carried unanimously to approve Resolution No. 0809-48, opposition to further educational funding cuts from the state of California.

**Funding Cuts from  
the State  
Agenda Item 19**

ROLL CALL: AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, Winsten and Student Advisor Chase Ishii  
NOES: None  
ABSENT: None  
ABSTAIN: None

President Addonizio recognized Chief Communications Officer Julie Hatchel who provided a PowerPoint presentation to the Board with information relative to the implementation of Board Policy 1240, *Volunteer Assistance*.

**Volunteer Board  
Policy  
Agenda Item 20**

Trustees voiced their concern regarding the need for stricter requirements for volunteers in CUSD than other districts require since there has never been an incident in the District between a volunteer and a student. Trustees stated the fees for the required screenings and privacy issues hindered some people from volunteering and some schools have lower number of volunteers this year due to the regulation requirements. Trustees Bryson, Christensen, and Palazzo suggested different levels of volunteers for those who had fulfilled the regulation requirements.

Following discussion it was moved by Trustee Palazzo, seconded by Trustee Maddox and carried unanimously to suspend the current volunteer policy through the end of the school year.

This item seeking Board approval of the "Settlement and Mutual Release Agreement" between CUSD and Whispering Hills, LLC for final land purchase payment and lot line adjustments for San Juan Hills High School was pulled by Deputy Superintendent Suzette Lovely prior to the adoption of the agenda.

**Settlement  
Agreement  
Agenda Item 21**

President Addonizio recognized Deputy Superintendent Ron Lebs who, along with Cary Brookman, Director, Facilities Planning presented this item seeking Board approval of the appointment of CityScape Consultants, Inc. to provide cell tower facilities management services for existing cell tower leases and potential future agreements for CUSD. Mr. Brockman added one piece of information that wasn't stated in the existing Board Item and that is the potential scope of work staff anticipates CityScape would follow. The scope of work would include exploring existing contracts, presenting public workshops and forums to the public regarding studies on the health affects of cell towers, and generation of a wireless master plan.

**Consulting Firm**  
**Agenda Item 22**

The following people addressed the Board:

- Tony Ingegneri, ATS representative, offered the Board a copy of a positive reference letter of from the City of Mission Viejo regarding ATS services. Mr. Ingegneri urged the Board to use a local vendor to manage cell towers versus CityScape who is located in Florida. Mr. Ingegneri contrasted the differences between ATS and CityScape proposals.
- Cathy Schlicht spoke in opposition to cell towers due to the health risks to children.

Following discussion it was moved by Trustee Maddox, seconded by Trustee Bryson, and failed by 3-4 vote to approve the appointment of ATS to provide cell tower facilities management services for existing cell tower leases and potential future agreements for CUSD.

Ayes: Trustees Addonizio, Brick, and Maddox,  
Noes: Trustees Bryson, Christensen, Palazzo, and Winsten

President Addonizio recognized Assistant Superintendent Eamonn O'Donovan who presented this item seeking Board approval of the Memorandum of Understanding (MOU) with Irvine Unified School District for the five year period of 2008-2013 school years and authorization of Mr. O'Donovan to sign the agreement for the District. It was moved by Trustee Maddox, seconded by Trustee Bryson, and carried unanimously to approve the Memorandum of Understanding (MOU) with Irvine Unified School District for the five year period of 2008-2013 school years and authorization of Mr. O'Donovan to sign the agreement for the District.

**Special Education**  
**Agenda Item 23**

Student Advisor Chase Ishii left the meeting at 9:40 p.m.

President Addonizio recognized Assistant Superintendent Eamonn O'Donovan who presented this item seeking approval of Resolution No. 0809-45, to enter into a Waiver Agreement to fulfill the terms of the Settlement and Release Agreement for the Behavioral Intervention Plans (Hughes Bill) Mandated Cost. By signing this waiver, the District acknowledges that the Local Education Authorities (LEA) forever gives up its right to file any mandated cost claim regarding the Hughes Bill Statute and Regulations, and/or to pursue any filed claim regarding the statute and regulations, and/or to benefit from such a claim. It was moved by Trustee Bryson, seconded by Trustee Christensen, and carried unanimously to approve Resolution No. 0809-45, Behavioral Intervention Plans (Hughes Bill) Mandated Cost Claim Settlement and Agreement to waive future claims.

**Hughes Bill**  
**Mandate**  
**Settlement**  
**Agenda Item 24**

ROLL CALL: AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, and Winsten  
NOES: None  
ABSENT: None  
ABSTAIN: None

It was moved by Trustee Addonizio, seconded by Trustee Winsten, and carried unanimously to postpone the approval of the proposed school calendar for 2010-11 until the budget issue is settled.

**School Calendar**  
Agenda Item 25

President Addonizio recognized Deputy Superintendent Suzette Lovely who called upon Executive Director Jeff Bristow to introduce this item and provide further clarification of MEBA participation. No action was taken on this item.

**Metropolitan  
Employee Benefit  
Association**  
Agenda Item 26

Trustee Winsten asked Mr. Bristow to contact other school districts and find out who their insurance carriers are and how much their district pays for health insurance.

It was moved by Trustee Palazzo, seconded by Trustee Brick, and carried unanimously to approve Resolution No. 0809-46, reaffirming the updated statement regarding the Role of the Board, Powers and Responsibilities.

**Role of the Board**  
Agenda Item 27

ROLL CALL: AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, and Winsten  
NOES: None  
ABSENT: None  
ABSTAIN: None

President Addonizio recognized Deputy Superintendent Ron Lebs who called upon John Forney, Director, Construction to provide an update to the Board on the progress on the Division of State Architect project listing. No action was taken on this item.

**State Architect  
Project Listing**  
Agenda Item 28

President Addonizio recognized Deputy Superintendent Ron Lebs who provided information on the recorded deeds for CUSD and City of San Juan Capistrano properties adjacent to Serra High School. It was moved by Trustee Bryson, seconded by Trustee Addonizio, and carried by a 6-0-1 vote (Trustee Winsten had stepped away from the dias prior to the vote) authorizing staff to partner with the City of San Juan Capistrano in a 50/50 cost share to survey and record the subdivision of the property as intended in the 1997 amendment of the Redevelopment Agency Agreement with the City. It was brought to the Board's attention that this was an Information/Discussion item only and no action is required. It was moved by Trustee Maddox, seconded by Trustee Winsten and carried unanimously to expunge the previous motion and vote. This item will be brought back as a Discussion/Action item.

**CUSD/City  
Properties**  
Agenda Item 29

President Addonizio recognized Chief Communications Officer Julie Hatchel to present for first reading and approval to waive second reading revisions to Board Policy 4351, *Management Compensation*. It was moved by Trustee Addonizio, seconded by Trustee Maddox and carried unanimously to approve the revisions as presented to Board Policy 4351, *Management Compensation*. It was then moved by Trustee Addonizio, seconded by Trustee Bryson and carried unanimously to approve waiving the second reading of Board Policy 4351, *Management Compensation*. Trustees requested the following wording change to the agenda item. Under Current Considerations, last sentence, the item states, *for the 2009-2010 school year* and Trustees want it to state, *until further notice*.

**Board Policy  
Revision**  
Agenda Item 30

President Addonizio recognized Assistant Superintendent Carolyn Williams to present for first reading the proposed revisions to Board Policy 6141.5, *Advanced Placement*. Following discussion it was moved by Trustee Bryson, seconded by Trustee Addonizio, and carried unanimously to approve revisions to Board Policy 6141.5, *Advanced Placement* and waive the second reading.

**Board Policy  
Revision**  
Agenda Item 31

President Addonizio recognized Assistant Superintendent Carolyn Williams to present for second reading and approval revisions to Board Policy 6146.1, *High School Graduation Requirements*. It was moved by Trustee Bryson, seconded by Trustee Maddox, and carried unanimously to approve revisions to Board Policy 6146.1, *High School Graduation Requirements*.

**Board Policy  
Revision**  
Agenda Item 32

President Addonizio presented for second reading and approval revisions to Board Policy 6171, *Title 1 Programs*. It was moved by Trustee Bryson, seconded by Trustee Maddox, and carried unanimously to approve revisions to Board Policy 6171, *Title 1 Programs*.

**Board Policy  
Revision**  
Agenda Item 33

President Addonizio presented for second reading and approval revisions to Board Policy 1321, *Solicitations of Funds from and by Students*. It was moved by Trustee Bryson, seconded by Trustee Maddox, and carried unanimously to approve revisions to Board Policy 1321, *Solicitations of Funds from and by Students*.

**Board Policy  
Revision**  
Agenda Item 34

President Addonizio recognized Deputy Superintendent Suzette Lovely to present for first reading the proposed Board Policy 4010, *Employee/Student Non-Fraternization*. This policy is a result of a conversation between Trustee Winsten and Ms. Lovely. The policy will return to the Board, after revision, for a second reading and Board approval.

**New Board Policy**  
Agenda Item 35

Trustee Bryson discussed her concern of a person bringing a fake identification and registering as a student. She asked that Trustees receive a written explanation on the normal process for registering a student. Trustee Christensen inquired about how this policy affects individuals who attend Adult Education classes and asked staff to incorporate wording to cover these students also. Trustee Winsten advised Ms. Lovely to work on the wording and develop the policy more. Some additional language Trustee Winsten suggested adding is: off campus, after hours, and friendships without parental knowledge or consent.

President Addonizio recognized Deputy Superintendent Ron Lebs who presented this item seeking Board award approval of Request for Qualification/Proposal No. 1-0809 – Third Party Administration Services (TPA) for Capistrano Unified School District’s 403(b) Plan to SchoolsFirst Federal Credit Union, for the administration of the District’s tax deferred annuity/custodial 403(b) plan. It was moved by Trustee Maddox, seconded by Trustee Bryson, and carried unanimously to approve SchoolsFirst Federal Credit Union, for the administration of the District’s 403(b) Plan.

**Third Party  
Administration  
Services**  
Agenda Item 36

President Addonizio recognized Deputy Superintendent Ron Lebs who presented this item seeking approval of Resolution No. 0809-47, annual and five-year reports of developer fees received in fiscal year 2007-2008. Following discussion it was moved by Trustee Maddox, seconded by Trustee Bryson, and carried unanimously to approve Resolution No. 0809-47, annual and five-year reports of developer fees received in fiscal year 2007-2008.

**Developer Fees**  
Agenda Item 37

Trustee Winsten requested staff to prepare a line item explanation of expenditures of developer fees for all Trustees.

ROLL CALL: AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, and Winsten  
NOES: None  
ABSENT: None  
ABSTAIN: None

President Addonizio recognized Deputy Superintendent Ron Lebs who, along with John Forney, Director, Construction presented this item which seeks Board approval of Change Order No. 2A for San Juan Hills High School Bid No. 0708-19, sitework and infrastructure for installation of 2-story modular classroom buildings, restroom building and shade structures. It was moved by Trustee Bryson, seconded by Trustee Maddox, and carried unanimously to approve Change Order No. 2A with an increase to the contract in the amount of \$13,560.91 for sitework and infrastructure for the 2-story installation at San Juan Hills High School.

**San Juan Hills  
High School**  
Agenda Item 38

President Addonizio recognized Deputy Superintendent Ron Lebs who along with John Forney, Director, Construction provided information to the Board in regards to adding a sidewalk around the parking lot for student safety at Vista del Mar School. No action was taken on this item.

**Vista Del Mar  
School**  
Agenda Item 39

The Board recessed to closed session at 10:40 p.m. to continue discussions of the remaining closed session items.

The Board reconvened to open session at 11:40 p.m. to report out the following action taken in closed session:

**President's Report  
of Action Taken in  
Closed Session**

**Agenda Item #40E (E-1 thru E-10) – Student Expulsions:** It was moved by Trustee Brick, seconded by Trustee Addonizio, and carried unanimously to expel the following students by stipulated agreement: Case #2009-046; Case #2009-055; Case #2009-056; Case #2009-049; Case #2009-047; Case #2009-048; Case #2009-041; Case #2009-053; Case #2009-032, and, Case #2009-051.

AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, and Winsten

NOES: None

**Agenda Item #40H – Liability Claim – Significant Exposure to Litigation:** It was moved by Trustee Bryson, seconded by Trustee Addonizio, and carried unanimously to reject claim by Thompson.

AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox,  
Palazzo, and Winsten

NOES: None

The meeting adjourned at 11:42 p.m.

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Larry Christensen, Clerk

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Secretary, Board of Trustees

CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
MINUTES – SPECIAL MEETING – BUDGET STUDY SESSION  
FEBRUARY 25, 2009 – 6:00 P.M.  
EDUCATION CENTER – BOARD ROOM

President Addonizio called the Board Budget Study Session to order at 6:00 p.m.

The Pledge of Allegiance was led by Trustee Maddox

Present: Trustees Addonizio, Brick, Christensen, Maddox, and Palazzo

Absent: Trustees Bryson and Winsten

**A CD of the Board meeting discussion related to this Budget Workshop is on file in the Superintendent's Office as a matter of the permanent record.** **Permanent Record**

It was moved by Trustee Christensen, seconded by Trustee Maddox, and motion carried by a 5-0 vote to adopt the evening's agenda.

Trustees Bryson and Winsten arrived on the dais at 6:06 p.m.

President Addonizio recognized Deputy Superintendent Ron Lebs who introduced Wendy Benkert, from Orange County Department of Education (OCDE) and Joel Montero from Fiscal Crisis and Management Assistance Team (FCMAT). Mr. Lebs invited Ms. Benkert and Mr. Montero to present an outside prospective of the state budget. Ms. Benkert related to the Board Mr. Montero's background and stated that he is currently explaining the fiscal crisis to districts throughout the state. Mr. Montero started by saying the Board has some very difficult decisions to make over the next few months. Mr. Montero presented a FCMAT PowerPoint showing the status of the economic crisis and stated that this budget was unusual as it is an 18 month budget, crossing fiscal years, and built on assumptions. Following the PowerPoint Mr. Montero answered Trustee questions. Trustees Bryson and Christensen thanked Ms. Benkart and Mr. Montero for attending and for the presentation.

**2008/09 Budget Study Session– Identification and Review of Potential Budget Reductions for 2008/09 and 2009/10 Fiscal Years Agenda Item #1**

Trustee Bryson requested staff to secure the services of a demographer to assist in projection of future enrollment trends.

The Board took a brief recess at 7:15 p.m. and reconvened at 7:25 p.m.

Following the recess President Addonizio recognized Deputy Superintendent Ron Lebs who presented the Budget Study Session PowerPoint identifying possible budget adjustments for the 2008/09 and 2009/10 fiscal years to meet the constraints of the budget proposed by the governor. Mr. Lebs explained that following Board direction, staff will prepare information which will be brought to the Board at the March 9, 2009, regular Board meeting where staff will be recommending that the Board issue Reduction in Force Notices as outlined in the presentation. Mr. Lebs informed the Board that the handouts and both PowerPoints presented at this meeting will be posted on the CUSD web site Thursday morning.

The following people addressed the Board regarding this item:

- *Patrick Harris and Tom Bogiatzis spoke on the importance of keeping school counselors at the secondary level and provided data of student improvement and achievement in testing, staying in school and A-G requirements. Both stated that school counselors enhance the learning process.*

The Board recessed to closed session at 8:07 p.m. to: Discuss nine (9) student expulsions; confer with Legal Counsel regarding significant exposure to litigation (one case); confer with Legal Counsel regarding initiation of litigation (one potential case); confer with Chief Labor Negotiator regarding CUEA; discuss Public Employee Discipline/Dismissal/Release; and Public Employee Appointment/Employment.

**President's  
Report of Action  
Taken in Closed  
Session**

The Board reconvened to open session at 9:25 p.m. to report out the following action taken in closed session:

**Agenda Item #2A (A-1 thru A-9) – Student Expulsions:** It was moved by Trustee Bryson, seconded by Trustee Brick, and carried unanimously to expel the following students by stipulated agreement: Case #2009-050; Case #2009-052; Case #2009-059; Case #2009-060; Case #2009-061; Case #2009-063; Case #2009-064; Case #2009-065; and, Case #2009-066.

AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox, Palazzo, and Winsten

NOES: None

**Agenda Item #2B – Issuance of March 15 Non-Reelection Notices:** It was moved by Trustee Bryson, seconded by Trustee Winsten, and carried unanimously to approve staff recommendation to issue a non-re-election notice to three (3) certificated employees.

AYES: Trustees Addonizio, Brick, Bryson, Christensen, Maddox, Palazzo, and Winsten

NOES: None

The meeting adjourned at 9:26 p.m.

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Clerk

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Secretary



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

**TO:** President and Members  
CUSD Board of Trustees

**FROM:** Suzette Lovely, Deputy Superintendent

**SUBJECT: APPROVAL: JANUARY - JUNE 2010 SCHOOL BOARD MEETING  
SCHEDULE**

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**BACKGROUND INFORMATION**

Board approval of its January through June 2010 meeting calendar well in advance allows Board members to plan their schedules accordingly and permits staff to plan other school district activities and events around Board meeting dates so as to minimize schedule conflicts during the year.

**CURRENT CONSIDERATIONS**

This agenda item presents to the Board of Trustees a proposed schedule of meetings for the period January through June 2010, Exhibit A.

Since, from time to time, the Board may wish to schedule public hearings, collective bargaining caucuses, and other special meetings, Trustees are asked to generally keep Monday evenings clear for any additional meetings.

**FINANCIAL IMPLICATIONS**

None.

**STAFF RECOMMENDATION**

It is respectfully recommended the Board approve the proposed January through June 2010 Board Meeting schedule, Exhibit A.

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
**San Juan Capistrano, California**

**2009-10 School Board Meeting Schedule**

***Approved by Board—12/8/09***

Monday, July 13

Monday, August 10

Monday, September 14

Monday, October 12

Monday, November 9

Monday, December 14

***Proposed Board Meeting Schedule—2010***

Monday, January 11

Monday, February 8

Monday, March 8

Monday, April 12

Monday, May 10

Monday, June 14

Monday, June 28

Board Approved:

*G:\Superintendent\Superintendent\SuptSec\Calendars\Board Meeting Schedules\Proposed Jan.June.2010 Schedule.doc*

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Eamonn O'Donovan, Assistant Superintendent, Special Education

SUBJECT: **APPROVAL: SPECIAL EDUCATION: NONPUBLIC SCHOOL  
AND AGENCY CONTRACTS**

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**BACKGROUND INFORMATION**

In accordance with Title 5, California Administrative Code, Sections 3060 through 3070, and California Education Code, Section 56365, Capistrano Unified will be providing contracted services for eligible special education pupils. When nonpublic school services are to be provided at District expense, Title 5, Section 3062 requires that the local education agency develop a contract with the service provider.

**CURRENT CONSIDERATIONS**

This agenda item recommends approval of student related educational services, tuition and parent reimbursement for special education students.

**FINANCIAL IMPLICATIONS**

Funds for these services are designated from the general fund. At the present time, the district receives approximately \$500 per ADA from the state's share under AB602, which is substantially below the aggregate cost of these required services.

**STAFF RECOMMENDATION**

It is respectfully recommended the Board of Trustees approve the following contracts:

SPECIAL EDUCATION

March 9, 2009

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Master Contracts: New Haven School, Mar Vista School

1. RELATED SERVICES:

Provider:	Cinnamon Hills	Justification:
Student:	1 Student	Mandated by
Services:	Airfare	IEP Services and Support
Period Covered:	12/10/08 – 12/13/08	
Total Cost:	\$239.00	

2. TUITION:

Provider:	New Haven School	Justification:
Student:	1 Student	Mandated by
Services:	Tuition	IEP Services and Support
Period Covered:	01/26/09 – 06/30/09	
Days/Rate:	98 @ \$122.00	
Total Cost:	\$11,956.00	

3. TUITION:

Provider:	Mar Vista School	Justification:
Student:	1 Student	Mandated by
Services:	Tuition	IEP Services and Support
Period Covered:	01/21/09 – 06/30/09	
Days/Rate:	89 @ \$142.77	
Total Cost:	\$12,706.53	

4. TUITION:

Provider:	Blind Children's Learning Center	Justification:
Student:	1 Student	Mandated by
Services:	Tuition	IEP Services and Support
Services:	Occupational Therapy	
Services:	Orientation and Mobility	
Period Covered:	01/29/09 – 06/30/09	
Days/Rate:	100 @ \$139.00	
Hours/Rate:	22 @ \$90.00	
Hours/Rate:	22 @ \$90.00	
Total Cost:	\$17,860.00	

5. PARENT REIMBURSEMENT:

Provider:	Parents	Justification:
Student:	1 Student	Mandated by
Services:	Transportation	IEP Services and Support
Period Covered:	01/29/09 – 06/30/09	
Days/Rate:	100 @ \$40.13	
Total Cost:	\$4,013.00	

SPECIAL EDUCATION

March 9, 2009

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6. TUITION:

Provider: Cinnamon Hills  
Student: 1 Student  
Services: Tuition  
Period Covered: 02/16/09 – 06/30/09  
Days/Rate: 96 @ \$135.00  
Total Cost: \$12,960.00

Justification:  
Mandated by  
IEP Services and Support

7. TUITION:

Provider: Mae Olsen Education Center  
Student: 1 Student  
Services: Tuition  
Period Covered: 02/10/09 – 06/30/09  
Days/Rate: 95 @ \$152.00  
Total Cost: \$14,440.00

Justification:  
Mandated by  
IEP Services and Support

8. RELATED SERVICES:

Provider: Oceanview School  
Student: 1 Student  
Services: Transportation  
Period Covered: 02/18/09 – 06/30/09  
Days/Rate: 88 @ \$60.00  
Total Cost: \$5,280.00

Justification:  
Mandated by  
IEP Services and Support

9. RELATED SERVICES:

Provider: The Speech, Language, and Learning Ctr.  
Student: 1 Student  
Services: Speech Therapy  
Period Covered: 02/01/09 – 06/30/09  
Total Cost: \$3,000.00

Justification:  
Mandated by  
IEP Services and Support

10. RELATED SERVICES:

Provider: Wertheimer-Gale & Associates Inc.  
Student: 1 Student  
Services: Occupational Therapy  
Period Covered: 07/01/08 – 06/30/09  
Total Cost: \$1,580.00

Justification:  
Mandated by  
IEP Services and Support

11. PARENT REIMBURSEMENT

Provider: Tutor  
Student: 1 Student  
Service: Tutor Expenses  
Date of IEP: 05/20/08  
Total Cost: \$1,715.00

Justification  
Mandated by  
IEP Services and Support

SPECIAL EDUCATION

March 9, 2009

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12. PARENT REIMBURSEMENT:

Provider:	Parents	Justification
Student:	1 Student	Mandated by Settlement
Service:	Educational Expenses	Agreement
Date of Agreement:	01/29/09	
Total Cost:	\$7,000.00	

13. PARENT REIMBURSEMENT:

Provider:	Parents	Justification
Student:	1 Student	Mandated by Settlement
Service:	Educational Expenses	Agreement
Date of Agreement:	07/14/08	
Total Cost:	\$2,000.00	

14. PARENT REIMBURSEMENT:

Provider:	Parents	Justification
Student:	1 Student	Mandated by Settlement
Service:	Educational Expenses	Agreement
Date of Agreement:	02/02/09	
Total Cost:	\$850.00	

15. PARENT REIMBURSEMENT:

Provider:	Parents	Justification
Student:	1 Student	Mandated by Settlement
Service:	Educational Expenses	Agreement
Date of Agreement:	02/2008	
Total Cost:	\$18,000.00	

16. PARENT REIMBURSEMENT:

Provider:	Parent	Justification
Student:	2 Students	Mandated by Settlement
Service:	Administration of Trust	Agreement
Date of Agreement:	11/2005 and 5/2006	
Total Cost:	\$4,249.77	

17. PARENT REIMBURSEMENT:

Provider:	Parent	Justification
Student:	1 Student	Mandated by Settlement
Service:	Educational Expenses	Agreement
Date of Agreement:	01/27/09	
Total Cost:	\$14,550.00	

18. PARENT REIMBURSEMENT: Augustin Egelsee LLP Trust Account

Provider:	Parent	Justification
Student:	1 Student	Mandated by Settlement
Service:	Attorney Fees and Costs	Agreement
Date of Agreement:	01/27/09	
Total Cost:	\$1,000.00	

SPECIAL EDUCATION

March 9, 2009

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19. PARENT REIMBURSEMENT:

Provider:	Adult Student	Justification
Student:	1 Student	Mandated by
Service:	Educational/Mileage Expenses	OAH Decision
Date of Agreement:	01/21/09	
Total Cost:	\$300.00	

20. PARENT REIMBURSEMENT:

Provider:	Parent	Justification
Student:	1 Student	Mandated by Settlement
Service:	Educational Expenses	Agreement
Date of Agreement:	01/26/09	
Total Cost:	\$8,302.00	

21. PARENT REIMBURSEMENT: Law Offices of Maureen Graves

Provider:	Parent	Justification
Student:	1 Student	Mandated by Settlement
Service:	Attorney Fees and Costs	Agreement
Date of Agreement:	01/26/09	
Total Cost:	\$4,500.00	

22. PARENT REIMBURSEMENT:

Provider:	Parent	Justification
Student:	1 Student	Mandated by
Service:	Educational Expenses	IEP Services and Support
Date of Agreement:	01/16/09	
Total Cost:	\$1,400.00	

23. PARENT REIMBURSEMENT:

Provider:	Parents	Justification
Student:	1 Student	Mandated by Settlement
Service:	Educational Expenses	Agreement
Date of Agreement:	03/09	
Total Cost:	\$12,500.00	

24. PARENT REIMBURSEMENT: Kamoroff and Associates

Provider:	Parent	Justification
Student:	1 Student	Mandated by Settlement
Service:	Attorney Fees and Costs	Agreement
Date of Agreement:	02/18/09	
Total Cost:	\$1,000.00	

**TOTAL SPECIAL EDUCATION: NONPUBLIC SCHOOL AND AGENCY  
CONTRACTS FOR THE MARCH 9, 2009 BOARD \$161,401.30.**





CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Eamonn O'Donovan, Assistant Superintendent, Special Education

SUBJECT: **PUBLIC HEARING: ADOPTION, CAPISTRANO UNIFIED SCHOOL DISTRICT SPECIAL EDUCATION LOCAL PLAN AREA (SELPA) ANNUAL SERVICE PLAN AND BUDGET**

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**BACKGROUND INFORMATION**

The Assembly Bill 602, Chapter 654, Statutes of 1997 requires SELPAs to submit their annual service plans and budgets to the state. The annual service plans and budget are required to be adopted at public hearings. As required in California Education Code Section 56205, these plans must identify expenditures and include the services provided to students and the physical location of the services.

**CURRENT CONSIDERATIONS**

In accordance with Education Code Section 56205, this agenda item requests Board approval of the Capistrano Unified School District SELPA Annual Service Plan and Budget (Exhibit A). The Annual Service Plan shows services offered by the Capistrano Unified SELPA at school locations within the district and at other public and private locations. The Service Plan uses the California State Management Information System (CASEMIS) number codes to represent services such as 350 for individual and small group instruction and 415 for language and speech. A description of these CASEMIS service codes is attached (Exhibit B).

Once approved by the Board of Trustees, the Capistrano Unified SELPA Annual Service Plan and Budget will be submitted to the California Department of Education and kept on file locally.

**FINANCIAL IMPLICATIONS**

There are no direct financial implications to this board item.

**STAFF RECOMMENDATION**

Following the public hearing on this item, it is respectfully recommended that the Board of Trustees approve the Capistrano Unified SELPA Annual Service Plan and Budget (Exhibit A) for the 2008-2009 school year.



**CERTIFICATION OF ANNUAL BUDGET PLAN**  
**FISCAL YEAR: 2008-2009**

1. Check one, as applicable:

☒ **Single District**

☐ **Multiple District**

☐ **District/County**

CDS Code / SELPA Code <b>3021</b>	SELPA Name <b>Capistrano Unified School District SELPA</b>	Application Date
SELPA Address <b>33122 Valle Road</b>	SELPA City <b>San Juan Capistrano</b>	SELPA Zip <b>92675</b>
Name SELPA Director (Print) <b>Eamonn O'Donovan, Assistant Superintendent</b>		SELPA Director's Telephone Number <b>(949) 234-9228</b>

2. CERTIFICATION BY AGENCY DESIGNATED AS ADMINISTRATIVE AND FISCAL AGENCY FOR THIS PROGRAM (Responsible Local Agency (RLA) or Administrative Unit (AU))

RLA/AU Name <b>Capistrano Unified School District</b>	Name/Title of RLA Superintendent (Type) <b>Suzette Lovely, Deputy Supt.</b>	Telephone Number <b>(949) 234-9200</b>
RLA/AU Street Address <b>33122 Valle Road</b>	RLA/AU City <b>San Juan Capistrano</b>	RLA/AU Zip <b>92675</b>
Date of Governing Board Approval <b>March 9, 2009</b>		

**Certification of Approval of Annual Budget Plan pursuant to Education Code Section 56205(b).**

I certify that the Annual Budget Plan was developed according to the SELPA's local plan governance and policy making process. Notice of this public hearing was posted in each school within the SELPA at least 15 days prior to the hearing.

The Annual Budget Plan was presented for Public Hearing on March 9, 2009.

Adopted this 9 day of March, 2009.

Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

Signed: \_\_\_\_\_  
RLA / AU Superintendent

**ANNUAL BUDGET PLAN**  
**FISCAL YEAR:** 2008/09

The Annual Budget Plan shall identify expected expenditures for all items required by this part as listed below. The SACS Codes provide source information from the LEA(s) reporting.

	Reference/Label	Instructions	Totals
A	Funds received in accordance with Chapter 7.2 (commencing with Section 56836). (Special Education <b>Program Funding</b> )	SACS Resource Code 6500 (State), 3300-3499 (Federal)	33,519,295
B	<b>Administrative costs of the plan.</b>	SACS Goal Code 5001 Function 2100	16,783,596
C	Special Education services to pupils with <b>severe disabilities</b> (1) and <b>low incidence disabilities</b> (2).	SACS Goal Code 5710	587,262
		SACS Goal Code 5730	4,681,461
		SACS Goal Code 5750	29,806,960
D	Special education services to pupils with <b>non-severe disabilities</b> .	SACS Goal Code 5770	24,193,732
E	Supplemental aids and services to meet the individual needs of pupils placed in <b>regular education classrooms</b> and environments.	Any SACS Goal Code with SACS Function Code 1130	5,285,508
F	Regionalized operations and services, and direct instructional support <b>by program specialists</b> in accordance with Article 6 (commencing with Section 56836.23) of Chapter 7.2. (SELPA Program Specialists Funding)	SACS Goal Code 5050	—
		SACS Goal Code 5060	—
G	The use of <b>property taxes</b> allocated to the special education local plan area pursuant to Section 2572.	Statement is included in Local Plan	

FOR CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY

Received by the Superintendent of Public Instruction: Date: \_\_\_\_\_ By: \_\_\_\_\_

## CERTIFICATION OF ANNUAL SERVICE PLAN

1. Check one, as applicable:

☒ Single District

☐ Multiple District

☐ District/County

CDS Code / SELPA Code 3021	SELPA Name Capistrano Unified School District SELPA	Application Date
SELPA Address 33122 Valle Road	SELPA City San Juan Capistrano	SELPA Zip 92675
Name SELPA Director (Print) Eamonn O'Donovan, Assistant Superintendent		SELPA Director's Telephone Number (949) 234-9228

2. CERTIFICATION BY AGENCY DESIGNATED AS ADMINISTRATIVE AND FISCAL AGENCY FOR THIS PROGRAM (Responsible Local Agency (RLA) or Administrative Unit (AU))

RLA/AU Name Capistrano Unified School District	Name/Title of RLA Superintendent (Type) Suzette Lovely, Deputy Supt.	Telephone Number (949) 234-9200
RLA/AU Street Address 33122 Valle Road	RLA/AU City San Juan Capistrano	RLA/AU Zip 92675

Date of Governing Board Approval

March 9, 2009

3. Certification of Approval of Annual Service Plan pursuant to *Education Code* Section 56205(b).

This certifies that the Annual Service Plan was developed according to the SELPA's local plan governance and policy making process. Notice of this public hearing was posted in each school district within the SELPA at least 15 days prior to the hearing.

Adopted this 9 day of March, 2009.

Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

Signed: \_\_\_\_\_  
RLA / AU Superintendent

FOR CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY

Received by the Superintendent of Public Instruction: Date: \_\_\_\_\_ By: \_\_\_\_\_

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Annual Service Report (001)		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
0100735 Canyon Vista Elementary	10	330   415   445   450   535
0100883 Vista del Mar Elementary	10	330   415   425   445   450   460   535   610   720
0100891 Vista del Mar Middle	10	330   415   425   445   450   460   510   535
0100909 Ladera Ranch Elementary	10	330   415   425   445   450   460   510   535   610
0100917 Ladera Ranch Middle	10	330   415   425   445   450   510   535   725
0108704 Oso Grande Elementary	10	330   415   425   445   450   460   535   610
0113381 *** Sch Code Not Found ***	10	330   415   425   445   450   460   510   535   610   720
0115501 *** Sch Code Not Found ***	10	330   415   425   445   450   460   510   535   610
3030210 Capistrano Valley High	10	330   415   425   435   445   450   510   515   520   535   610   720   725   730   900
3030574 Aliso Niguel High	10	330   415   425   445   450   460   510   535   610   720   725   730   760   900
3030756 Tesoro High	10	330   415   425   436   445   450   460   510   535   610   720   725
3035987 Junipero Serra High	10	330   510   535
3036001 San Clemente High	10	330   415   425   436   445   450   460   510   535   610   715   720   730   745   760   900
3038569 Dana Hills High	10	330   415   425   436   445   450   460   510   535   610   710   720   725
6027585 Concordia Elementary	10	330   415   425   450   510   535   610
6027593 Crown Valley Elementary	10	330   415   425   435   436   445   450   460   510   535   610   710   720   725   730

Please ensure that the following are included on this form: (Ages 6-22)	
10-Public Day School School	20-Continuation School
19-Other Public School/Facility	31- Community School
24-Independent Study	15-Special Education Center/Facility
11-Public Residential School	22- Alternative Work Education
	55- Charter School (operated as by an LEA)

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Annual Service Report (001)		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6027601 Las Palmas Elementary	10	330   415   450   510   515
6027627 Palisades Elementary	10	330   415   425   450   510   535
6027635 Dana (Richard Henry) Elementary	10	330   415   450   610
6027643 San Juan Elementary	10	330   415   425   450   460   510   610   730
6058929 Forster (Marco F.) Middle	10	330   415   425   436   445   450   460   510   535   610   720   730
6068589 Viejo Elementary	10	330   415   425   445   450   460   510   535   610
6089452 Castille Elementary	10	330   415   445   450   535   610   720
6094619 Del Obispo Elementary	10	330   415   450   510
6095087 Moulton Elementary	10	330   415   445   450   535
6095095 Niguel Hills Middle	10	330   415   425   436   445   450   460   510   535   610   710   715   720   725
6096093 Barcelona Hills Elementary	10	330   415   425   445   450   460   535
6097398 Ambuehl (Harold) Elementary	10	330   415   425   450   510   535   610   720
6097406 Shorecliffs Middle	10	330   415   450   460   510   535   610   760
6098495 Hankey (Carl H.) Elementary	10	330   415   450   460   535   610
6101125 Newhart Middle	10	330   415   425   445   450   510   520   535   610   720   760
6106801 Bergeson (Marian) Elementary	10	330   415   425   445   450   510   535   725   730

Please ensure that the following are included on this form: (Ages 6-22)	
10-Public Day School School	20-Continuation School
19-Other Public School/Facility	31- Community School
24-Independent Study	15-Special Education Center/Facility
11-Public Residential School	22- Alternative Work Education
	55- Charter School (operated as by an LEA)

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Annual Service Report (001)		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6106819 Benedict (Truman) Elementary	10	330   415   436   450   510   535   720
6108740 White (George) Elementary	10	330   415   425   436   450   460   510   535   610
6109474 Reilly (Philip J.) Elem./Spec.Ed.	10	330   415   425   436   445   450   460   535   610   710   720
6110852 Arroyo Vista Elementary	10	330   415   425   436   445   450   460   510   535   610   720   725   730
6111397 Aliso Viejo Middle	10	330   415   425   435   445   450   460   510   535   610   720   900
6111793 Bathgate Elementary	10	330   415   425   445   450   510   535   610   710   720
6111801 Hidden Hills Elementary	10	330   415   436   450   460   535   710   720
6111819 Lobo (Clarence) Elementary	10	330   415   425   445   450   460   510   520   535   610
6111827 Malcom (John) Elementary	10	330   415   436   450   460   510   535   610
6111835 Wood Canyon Elementary	10	330   415   425   445   450   460   510   535   745
6113344 Oak Grove Elementary	10	330   415   425   436   445   450   460   510   535   610   710   720   730
6114516 Las Flores Elementary	10	330   415   450   510   535
6114524 Wagon Wheel Elementary	10	330   415   425   445   450   460   535   610   720
6115406 Ayer (Bernice) Middle	10	330   415   425   435   445   450   460   510   515   535   610   725   730
6117634 Avila (Don Juan) Elementary	10	330   415   425   535   720
6117642 Avila (Don Juan) Middle	10	330   415   425   445   450   460   510   535   610   720   900

Please ensure that the following are included on this form: (Ages 6-22)	
10-Public Day School School	20-Continuation School
19-Other Public School/Facility	31- Community School
24-Independent Study	15-Special Education Center/Facility
11-Public Residential School	22- Alternative Work Education
	55- Charter School (operated as by an LEA)



SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Annual Service Report (001)		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6117725 Las Flores Middle	10	330   415   425   445   450   510   520   535   610   720
6117733 Kinoshita Elementary	10	330   415   425
6117741 Tijeras Creek Elementary	10	330   415   425   445   450   460   535   610   720   900
6117881 Dana (Richard Henry) Exceptional Needs	10	330   415   425   435   436   450   460   520   535   610   720   725   730
6118947 Chaparral Elementary	10	330   415   450   535   610   710   720
6118954 Marblehead Elementary	10	330   415   425   445   450   460   510   610   710   720
6120281 Laguna Niguel Elementary	10	330   415   425   445   450   510   535   610   720   760
ADULTED *** Sch Code Not Found ***	15	330   415   510
ADULTTR *** Sch Code Not Found ***	15	330   415   425   435   436   445   450   460   510   535   610   720   725   730
3030798 Bridges Community Day	31	330   415   445   510   525   610   715
0106765 Capistrano Connections Academy Charter School	55	330   415   450   510
6117758 Journey	55	330   415   450

Please ensure that the following are included on this form: (Ages 6-22)	
10-Public Day School School	20-Continuation School
19-Other Public School/Facility	31- Community School
24-Independent Study	15-Special Education Center/Facility
11-Public Residential School	22- Alternative Work Education
	55- Charter School(operated as by an LEA

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Other Facility (002)		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6201214 SeaStar School for Neuroeducation	70	330   415   425   450   510
6937278 Mardan School	70	330   510
6982458 Oralingua School for the Hearing Impaired, Inc.	70	330   415   720
7085954 Therapeutic Education Center-Santa Ana - Site # 1	70	330   510
7098866 Ocean View School	70	330   415   510
7102387 Pyramid Autism Center	70	330   415
7102924 Canal Street Elementary School	70	330   415   450   510   515   535
0112599 Devereux School of Viera	72	330   510   535
6130900 Alpine Academy	72	330   510
6130975 Cathedral Home for Children - Mae Olson Education	72	330   510
6130991 Cinnamon Hills School	72	330   510
6131056 Devereux Texas - League City	72	330   510
6131072 Emily Griffith Center, Site # 1	72	330   510
6131080 Excelsior Youth Center	72	330
6131114 Heritage Schools, Inc.	72	330   510
6131189 Provo Canyon School	72	330   510

Please ensure that the following are included on this form: (Ages 6-22)	
30-Juvenile Court	40-Home Instruction
45-Hospital Facility	50-Community College
51-Adult Education Program	70 -Nonpublic Day School
71/72- Nonpublic Residential	79- Nonpublic Agency

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Other Facility (002)		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6131205 Shiloh Treatment Center, Inc.	72	330   510
6131254 Yellowstone Boys & Girls Ranch	72	330   510

Please ensure that the following are included on this form: (Ages 6-22)	
30-Juvenile Court	40-Home Instruction
45-Hospital Facility	50-Community College
51-Adult Education Program	70 -Nonpublic Day School
71/72- Nonpublic Residential	79- Nonpublic Agency

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Infant Services (003)		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6027593 Crown Valley Elementary	10	415   460   720
6117881 Dana (Richard Henry) Exceptional Needs	10	330   415   425   450   460   725

Please ensure that the following are included on this form: (Ages 0-2)	
40-Home	45 Hospital Facility
62-Child Devt. or Child Care	65- Extended Day Care
10 Public Day School	19- Other Public School/Facilities
11- Public Residential School	

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Pre-School Services 004		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
0100735 Canyon Vista Elementary	10	330   415   535   610   710   720
0100883 Vista del Mar Elementary	10	415
0100909 Ladera Ranch Elementary	10	330   415   425   436   450   460
0108704 Oso Grande Elementary	10	415
6027585 Concordia Elementary	10	415
6027593 Crown Valley Elementary	10	330   415   425   435   450   460   535   610   710   720
6027601 Las Palmas Elementary	10	330   415   450   535
6027627 Palisades Elementary	10	330   415   425   450   460   535   610
6027635 Dana (Richard Henry) Elementary	10	330   415   450   460   610
6027643 San Juan Elementary	10	415
6068589 Viejo Elementary	10	415
6089452 Castille Elementary	10	330   415   425   445   450   460   535
6094619 Del Obispo Elementary	10	330   415
6095087 Moulton Elementary	10	330   415   435   450   460   510   535
6096093 Barcelona Hills Elementary	10	330   415   425   450   460   535   610
6097398 Ambuehl (Harold) Elementary	10	330   415

Please ensure that the following are included on this form: (Ages 3-5)	
40 Home Instruction	45 Hospital Facility
61-Head Start Program	62- Child Devt. or Child Care
State Preschool Program	64- Private Preschool
65-Extended Day Care Program	11- Public Residential School
10-Public Day School	19-Other Public School/Facilities

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Pre-School Services 004		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6098495 Hankey (Carl H.) Elementary	10	330   415   450   535
6106801 Bergeson (Marian) Elementary	10	330   415   450   535
6106819 Benedict (Truman) Elementary	10	330   415   535
6108740 White (George) Elementary	10	415   450   535
6109474 Reilly (Philip J.) Elem./Spec.Ed.	10	330   415   425   445   450   460   535
6110852 Arroyo Vista Elementary	10	330   415   450
6111793 Bathgate Elementary	10	330   415   450   535
6111801 Hidden Hills Elementary	10	330   415   535
6111819 Lobo (Clarence) Elementary	10	330   415   425   450   460   535   610
6111827 Malcom (John) Elementary	10	330   415   535
6111835 Wood Canyon Elementary	10	330   415   450   460   535
6113344 Oak Grove Elementary	10	330   415   425   450   460   535
6114516 Las Flores Elementary	10	330   415   425   436   450   460   535   610   715
6114524 Wagon Wheel Elementary	10	330   415   450   535
6117634 Avila (Don Juan) Elementary	10	330   415   425   445   450   460   510   535   610   720
6117733 Kinoshita Elementary	10	330   415

Please ensure that the following are included on this form: (Ages 3-5)	
40 Home Instruction	45 Hospital Facility
61-Head Start Program	62- Child Devt. or Child Care
State Preschool Program	64- Private Preschool
65-Extended Day Care Program	11- Public Residential School
10-Public Day School	19-Other Public School/Facilities

SELPA:3021 Capistrano USD SELPA

LEA:3066464 CAPISTRANO UNIFIED

Pre-School Services 004		
Site name and type of facility providing services to students enrolled in the LEA		Services Provided at this Location
Site Name	Type of Facility	CASEMIS code associated with each service that is provided at the location listed in the left hand column.
6117741 Tijeras Creek Elementary	10	330   415   425   450   460   535   610
6117881 Dana (Richard Henry) Exceptional Needs	10	330   415   425   450   460   535
6118947 Chaparral Elementary	10	330   415   450   460
6118954 Marblehead Elementary	10	330   415   450   535
6120281 Laguna Niguel Elementary	10	330   415   535

Please ensure that the following are included on this form: (Ages 3-5)	
40 Home Instruction	45 Hospital Facility
61-Head Start Program	62- Child Devt. or Child Care
State Preschool Program	64- Private Preschool
65-Extended Day Care Program	11- Public Residential School
10-Public Day School	19-Other Public School/Facilities





# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

California Department of Education  
Form ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

Special Education Division

SELPA \_\_\_\_\_ CUSD \_\_\_\_\_

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
210	<b>Family training, counseling, and home visits(ages 0-2 only):</b> This service includes: services provided by social workers, psychologists, or other qualified personnel to assist the family in understanding the special needs of the child and enhancing the child's development. Note: Services provided by specialists (such as medical services, nursing services, occupational therapy, and physical therapy) for a specific function should be coded under the appropriate service category, even if the services were delivered in the home.	X			34 CFR sections 300.34 (c)(3), 300.226
220	<b>Medical services (for evaluation only) (ages 0-2 only):</b> Services provided by a licensed physician to determine a child's developmental status and need for early intervention services.	X			34 CFR sections 300.34 (c)(3), 300.226
230	<b>Nutrition services (ages 0-2 only):</b> These services include conducting assessments in: nutritional history and dietary intake; anthropometric, biochemical, and clinical variables; feeding skills and feeding problems; and food habits and food preferences.	X			34 CFR sections 300.34 (c)(3), 300.226
240	<b>Service coordination (ages 0-2 only)</b>	X			34 CFR sections 300.34 (c)(3), 300.226
250	<b>Special instruction (ages 0-2 only):</b> Special instruction includes: the design of learning environments and activities that promote the child's acquisition of skills in a variety of developmental areas, including cognitive processes and social interaction; curriculum planning, including the planned interaction of personnel, materials, and time and space, that leads to achieving the outcomes in the child's IFSP, providing families with information, skills, and support related to enhancing the skill development of the child; and working with the child to enhance the child's development.	X			34 CFR sections 300.34 (c)(3), 300.226

EXHIBIT B  
Page 1 of 12

Services will be provided in the school of attendance unless otherwise determined by the IEP team.

An Annual Service Location Report based on these codes will be generated using CASEMIS and available at the district office by March 31.

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

36 California Department of Education  
Form ASP-01a (rev 10/08)

SERVICE DESCRIPTIONS

SELPA CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
260	<b>Special education aide in regular development class, childcare center or family childcare home (ages 0-2 only)</b>	X			34 CFR sections 300.34 (c)(3), 300.226
270	<b>Respite care services (ages 0-2 only):</b> Through the IFSP process, short-term care given in-home or out-of-home, which temporarily relieves families of the ongoing responsibility for specialized care for child with a disability (Note: only for infants and toddlers from birth through 2, but under 3.)	X			34 CFR sections 300.34 (c)(3), 300.226
330	<b>Specialized academic instruction:</b> Adapting, as appropriate to the needs of the child with a disability the content, methodology, or delivery of instruction to ensure access of the child to the general curriculum, so that he or she can meet the educational standards within the jurisdiction of the public agency that apply to all children.	X			34 CFR section 300.39(b)(3)
340	<b>Intensive individual instruction:</b> IEP Team determination that student requires additional support for all or part of the day to meet his or her IEP goals.	X			30 EC section 56364
350	<b>Individual and small group instruction:</b> Instruction delivered one-to-one or in a small group as specified in an IEP enabling the individual(s) to participate effectively in the total school program	X			5 CCR section 3051; 30 EC section 56441.2

EXHIBIT B  
Page 2 of 12

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

California Department of Education  
Form ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

SELPA \_\_\_\_\_ CUSD \_\_\_\_\_

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
415	<b>Language and speech:</b> Language and speech services provide remedial intervention for eligible individuals with difficulty understanding or using spoken language. The difficulty may result from problems with articulation (excluding abnormal swallowing patterns, if that is the sole assessed disability); abnormal voice quality, pitch, or loudness; fluency; hearing loss; or the acquisition, comprehension, expression of spoken language. Language deficits or speech patterns resulting from unfamiliarity with the English language and from environmental, economic or cultural factors are not included. Services include; specialized instruction and services; monitoring, reviewing, and consultation. They may be direct or indirect including the use of a speech consultant.	X			5 CCR section 3051.1; 30 EC section 56363; 34 CFR sections 300.34 (c)(15), 300.8 (c)(11)
425	<b>Adapted physical education:</b> Direct physical education services provided by an adapted physical education specialist to pupils who have needs that cannot be adequately satisfied in other physical education programs as indicated by assessment and evaluation of motor skills performance and other areas of need. It may include individually designed developmental activities, games, sports and rhythms, for strength development and fitness, suited to the capabilities, limitations, and interests of individual students with disabilities who may not safely, successfully or meaningfully engage in unrestricted participation in the vigorous activities of the general or modified physical education program.	X			5 CCR section 3051.5; 30 EC section 56363; 34 CFR sections 300.108, 300.39 (b)(2)
435	<b>Health and nursing – specialized physical health care services:</b> Specialized physical health care services means those health services prescribed by the child's licensed physician and surgeon, requiring medically related training of the individual who performs the services and which are necessary during the school day to enable the child to attend school (5 CCR Section 3051.12(b)). Specialized physical health care services include but are not limited to suctioning, oxygen administration, catheterization, nebulizer treatments, insulin administration and glucose testing.	X			5 CCR section 3051.12; 30 EC section 56363; 34 CFR section 300.107; CEC section 49423.5(d)

EXHIBIT 37  
Page 3 of 12

Services will be provided in the school of attendance unless otherwise determined by the IEP team.

An Annual Service Location Report based on these codes will be generated using CASEMIS and available at the district office by March 31.

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

California Department of Education  
Form ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

SELPA CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
436	<b>Health and nursing – other services:</b> This includes services that are provided to individuals with exceptional needs by a qualified individual pursuant to an IEP when a student has health problems which require nursing intervention beyond basic school health services. Services include managing the health problem, consulting with staff, group and individual counseling, making appropriate referrals and maintaining communication with agencies and health care providers. These services do not include any physician-supervised or specialized health care service. IEP-required health and nursing services are expected to supplement the regular health services program.	X			5 CCR section 3051.12; 30 EC section 56363; 34 CFR section 300.107
445	<b>Assistive technology services:</b> Any specialized training or technical support for the incorporation of assistive devices, adapted computer technology or specialized media with the educational programs to improve access for students. The term includes a functional analysis of the student's needs for assistive technology; selecting, designing, fitting, customizing, or repairing appropriate devices; coordinating services with assistive technology devices; training or technical assistance for students with a disability, the student's family, individuals providing education or rehabilitation services, and employers.	X			5 CCR section 3051.16; 30 EC section 56363; 34 CFR sections 300.6, 300.105

EXHIBIT B  
Page 4 of 12

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

California Department of Education  
Form ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

SELPA CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
450	<b>Occupational therapy:</b> Occupational Therapy (OT) includes services to improve student's educational performance, postural stability, self-help abilities, sensory processing and organization, environmental adaptation and use of assistive devices, motor planning and coordination, visual perception and integration, social and play abilities, and fine motor abilities. Both direct and indirect services may be provided within the classroom, other educational settings or the home; in a group or on an individual basis; and may include therapeutic techniques to develop abilities; adaptations to the student's environment or curriculum; and consultation and collaboration with other staff and parents. Services are provided, pursuant to an IEP, by a qualified occupational therapist registered with the American Occupational Therapy Certification Board.	X			5 CCR section 3051.6; 30 EC section 56363; 34 CFR section 300.34 (c)(6)
460	<b>Physical therapy:</b> These services are provided, pursuant to an IEP, by a registered physical therapist, or physical therapist assistant, when assessment shows a discrepancy between gross motor performance and other educational skills. Physical therapy includes, but is not limited to, motor control and coordination, posture and balance, self-help, functional mobility, accessibility and use of assistive devices. Services may be provided within the classroom, other educational settings or in the home; and may occur in groups or individually. These services may include adaptations to the student's environment and curriculum, selected therapeutic techniques and activities, and consultation and collaborative interventions with staff and parents.	X			5 CCR section 3051.6; 30 EC section 56363; 34 CFR section 300.34 (c)(9); B&PC Chapter 5.7 section 2600 - 2696; GC-Interagency Agreement Chapter 26.5 section 7575(a)(2)
510	<b>Individual counseling:</b> One-to-one counseling, provided by a qualified individual pursuant to an IEP. Counseling may focus on aspects, such as educational, career, personal; or be with parents or staff members on learning problems or guidance programs for students. Individual counseling is expected to supplement the regular guidance and counseling program.	X			5 CCR section 3051.9; 34 CFR section 300.34(c)(2)

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Page 5 of 12

Services will be provided in the school of attendance unless otherwise determined by the IEP team.

An Annual Service Location Report based on these codes will be generated using CASEMIS and available at the district office by March 31.

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

40 California Department of Education  
Form: ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

SELPA CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
515	<b>Counseling and guidance:</b> Counseling in a group setting, provided by a qualified individual pursuant to an IEP. Group counseling is typically social skills development, but may focus on aspects, such as educational, career, personal; or be with parents or staff members on learning problems or guidance programs for students. IEP-required group counseling is expected to supplement the regular guidance and counseling program. Guidance services include interpersonal, intrapersonal or family interventions, performed in an individual or group setting by a qualified individual pursuant to an IEP. Specific programs include social skills development, self-esteem building, parent training, and assistance to special education students supervised by staff credentialed to serve special education students. These services are expected to supplement the regular guidance and counseling	X			34 CFR sections 300.24.(b)(2), 300.306; 5 CCR section 3051.9
520	<b>Parent counseling:</b> Individual or group counseling provided by a qualified individual pursuant to an IEP to assist the parent(s) of special education students in better understanding and meeting their child's needs; may include parenting skills or other pertinent issues. IEP-required parent counseling is expected to supplement the regular guidance and counseling program.	X			5 CCR section 3051.11; 34 CFR section 300.34(c)(8)
525	<b>Social work services:</b> Social Work services, provided pursuant to an IEP by a qualified individual, includes, but are not limited to, preparing a social or developmental history of a child with a disability; group and individual counseling with the child and family; working with those problems in a child's living situation (home, school, and community) that affect the child's adjustment in school; and mobilizing school and community resources to enable the child to learn as effectively as possible in his or her educational program. Social work services are expected to supplement the regular guidance and counseling			X	5 CCR section 3051.13; 34 CFR section 300.34(c)(14)

EXHIBIT B  
Page 6 of 12

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

California Department of Education  
Form ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

SELPA \_\_\_\_\_ CUSD \_\_\_\_\_

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
530	<b>Psychological services:</b> These services, provided by a credentialed or licensed psychologist pursuant to an IEP, include interpreting assessment results to parents and staff in implementing the IEP; obtaining and interpreting information about child behavior and conditions related to learning; planning programs of individual and group counseling and guidance services for children and parents. These services may include consulting with other staff in planning school programs to meet the special needs of children as indicated in the IEP. IEP-required psychological services are expected to supplement the regular guidance and counseling program.	X			5 CCR section 3051.10; 34 CFR section 300.34 (c)(10)
535	<b>Behavior intervention services:</b> A systematic implementation of procedures designed to promote lasting, positive changes in the student's behavior resulting in greater access to a variety of community settings, social contacts, public events, and placement in the least restrictive environment.	X			5 CCR section 3001(d); 34 CFR section 300.34 (c)(10)
540	<b>Day treatment services:</b> Structured education, training and support services to address the student's mental health needs.	X			Health & Safety Code, Div.2. Chap.3. Article 1, section 1502(a)
545	<b>Residential treatment services:</b> A 24-hour out-of-home placement that provides intensive therapeutic services to support the educational program.	X			Welfare and Institutions Code, Part 2, Chapter 2.5. Art. 1, section 5671
610	<b>Specialized services for low incidence disabilities:</b> Low incidence services are defined as those provided to the student population of orthopedically impaired (OI), visually impaired (VI), deaf, hard of hearing (HH), or deaf-blind (DB). Typically, services are provided in education settings by an itinerant teacher or the itinerant teacher/specialist. Consultation is provided to the teacher, staff and parents as needed. These services must be clearly written in the student's IEP, including frequency and duration of the services to the	X			5 CCR sections 3051.16, 3051.18; 34 CFR section 300.34

EXHIBIT I41  
Page 7 of 12

Services will be provided in the school of attendance unless otherwise determined by the IEP team.

An Annual Service Location Report based on these codes will be generated using CASEMIS and available at the district office by March 31.

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

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Form ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

SELPA CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
710	<b>Specialized deaf and hard of hearing services:</b> These services include speech therapy, speech reading, auditory training and/or instruction in the student's mode of communication. Rehabilitative and educational services; adapting curricula, methods, and the learning environment; and special consultation to students, parents, teachers, and other school personnel may also be included.	X			5 CCR sections 3051.16, 3051.18; 34 CFR section 300.34
715	<b>Interpreter services:</b> Sign language interpretation of spoken language to individuals, whose communication is normally sign language, by a qualified sign language interpreter. This includes conveying information through the sign system of the student or consumer and tutoring students regarding class content through the sign system of the student.	X			5 CCR section 3051.16; 34 CFR section 300.34 (c)(4)
720	<b>Audiovisual services:</b> These services include measurements of acuity, monitoring amplification, and Frequency Modulation system use. Consultation services with teachers, parents or speech pathologists must be identified in the IEP as to reason, frequency and duration of contact; infrequent contact is considered assistance and would not be included.	X			5 CCR section 3051.2; 34 CFR section 300.34 (c)(1)
725	<b>Specialized vision services:</b> This is a broad category of services provided to students with visual impairments. It includes assessment of functional vision; curriculum modifications necessary to meet the student's educational needs -- including Braille, large type, aural media; instruction in areas of need; concept development and academic skills; communication skills (including alternative modes of reading and writing); social, emotional, career, vocational, and independent living skills. It may include coordination of other personnel providing services to the students (such as transcribers, readers, counselors, orientation & mobility specialists, career/vocational staff, and others) and collaboration with the student's classroom teacher.	X			5 CCR section 3030(d); 30 EC section 56364.1

EXHIBIT B  
Page 8 of 12



# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

California Department of Education  
Form ASP-01a (rev 10/08)

## SERVICE DESCRIPTIONS

SELPA \_\_\_\_\_ CUSD \_\_\_\_\_

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
730	<b>Orientation and mobility:</b> Students with identified visual impairments are trained in body awareness and to understand how to move. Students are trained to develop skills to enable them to travel safely and independently around the school and in the community. It may include consultation services to parents regarding their children requiring such services according to an IEP.	X			5 CCR section 3051.3; 30 EC section 56363; 34 CFR section 300.34 (c)(7)
735	<b>Braille transcription:</b> Any transcription services to convert materials from print to Braille. It may include textbooks, tests, worksheets, or anything necessary for instruction. The transcriber should be qualified in English Braille as well as Nemeth Code (mathematics) and be certified by appropriate agency.	X			5 CCR section 3051.16; 30 EC section 56363; 34 CFR section 300.8 (c)(13)
740	<b>Specialized orthopedic services:</b> Specially designed instruction related to the unique needs of students with orthopedic disabilities, including specialized materials and equipment.	X			5 CCR sections 3030(e), 3051.16; 30 EC section 56363; 34 CFR section 300.8 (c)(8)
745	<b>Reading Services</b>	X			5 CCR section 3051.16
750	<b>Note taking services:</b> Any specialized assistance given to the student for the purpose of taking notes when the student is unable to do so independently. This may include, but is not limited to, copies of notes taken by another student, transcription of tape-recorded information from a class, or aide designated to take notes. This does not include instruction in the process of learning how to take notes.	X			5 CCR section 3051.16
755	<b>Transcription Services</b> Any transcription service to convert materials from print to a mode of communication suitable for the student. This may also include dictation services as it may pertain to textbooks, tests, worksheets, or anything necessary for instruction.	X			5 CCR section 3051.16

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

4 California Department of Education  
Form ASP-01a (rev 10/08)

SERVICE DESCRIPTIONS  
SELPA CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
760	<b>Recreation services, includes therapeutic recreation</b> and specialized instructional programs designed to assist pupils to become as independent as possible in leisure activities, and when possible and appropriate, facilitate the pupil's integration into general recreation programs.	X			5 CCR section 3051.15; 34 CFR section 300.34 (c)(11)
820	<b>College Awareness</b> College awareness is the result of acts that promote and increase student learning about higher education opportunities, information and options that are available including, but not limited to career planning, course prerequisites, admission eligibility and financial aid.	X			34 CFR sections 300.39 (b)(5), 300.43
830	<b>Vocational assessment, counseling, guidance, and career assessment:</b> Organized educational programs that are directly related to the preparation of individuals for paid or unpaid employment and may include provision for work experience, job coaching, development and/or placement, and situational assessment. This includes career counseling to assist student in assessing his/her aptitudes, abilities, and interests in order to make realistic career decisions.	X			5 CCR section 3051.14; 34 CFR sections 300.39 (b)(5), 300.43
840	<b>Career awareness:</b> Transition services include a provision for in paragraph (1)(c)(vi), self-advocacy, career planning, and career guidance. This comment also emphasized the need for coordination between this provision and the Perkins Act to ensure that students with disabilities in middle schools will be able to access vocational education funds.	X			5 CCR section 3051.14; 34 CFR sections 300.39 (b)(5), 300.43
850	<b>Work experience education:</b> Work experience education means organized educational programs that are directly related to the preparation of individuals for paid or unpaid employment, or for additional preparation for a career requiring other than a baccalaureate or advanced degree.	X			5 CCR section 3051.14; 34 CFR sections 300.39 (b)(5), 300.43

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

California Department of Education  
Form ASP-01a (rev 10/08)

SERVICE DESCRIPTIONS  
SELPA CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
855	<b>Job Coaching</b> Job coaching is a service that provides assistance and guidance to an employee who may be experiencing difficulty with one or more aspects of the daily job tasks and functions. The service is provided by a job coach who is highly successful, skilled and trained on the job who can determine how the employee that is experiencing difficulty learns best and formulate a training plan to improve job performance.	X			5 CCR section 3051.14; 34 CFR sections 300.39 (b)(5), 300.43
860	<b>Mentoring:</b> Mentoring is a sustained coaching relationship between a student and teacher through on-going involvement and offers support, guidance, encouragement and assistance as the learner encounters challenges with respect to a particular area such as acquisition of job skills. Mentoring can be either formal as in planned, structured instruction or informal that occurs naturally through friendship, counseling and collegiality in a casual, unplanned	X			5 CCR section 3051.14; 34 CFR sections 300.39 (b)(5), 300.43
865	<b>Agency linkages (referral and placement):</b> Service coordination and case management that facilitates the linkage of individualized education programs under this part and individualized family service plans under part C with individualized service plans under multiple Federal and State programs, such as title I of the Rehabilitation Act of 1973 (vocational rehabilitation), title XIX of the Social Security Act (Medicaid), and title XVI of the Social Security Act (supplemental security income).	X			30 EC section 56341.5 (f); 34 CFR section 300.344 (3)(b)
870	<b>Travel Training (includes mobility training)</b>	X			5 CCR section 3051.3; 34 CFR sections 300.39 (c)(7)
890	<b>Other transition services:</b> These services may include program coordination, case management and meetings, and crafting linkages between schools and between schools and post-secondary agencies.	X			

# CALIFORNIA SPECIAL EDUCATION MANAGEMENT INFORMATION SYSTEM (CASEMIS)

46 California Department of Education  
Form ASP-01a (rev 10/08)

SERVICE DESCRIPTIONS

SELPA

CUSD

Special Education Division

CASEMIS Code	SPECIAL EDUCATION SERVICE CATEGORY DESCRIPTIONS	Adopted	Modified	Not Currently Utilized	Compliance Standard (Legal Requirement)
900	<b>Other special education/related services:</b> Any other specialized service required for a student with a disability to receive educational benefit.	X			

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Sherine Smith, Deputy Superintendent, Education

**SUBJECT: PETITION TO WAIVE CALIFORNIA EDUCATION CODE  
§60851(a)/BOARD POLICY 6162.52—CALIFORNIA HIGH SCHOOL  
EXIT EXAMINATION: CASE NUMBERS 0809-030 (SERRA)  
THROUGH 0809-038 (THS)**

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**BACKGROUND INFORMATION**

California Education Code §60850(a) and Board Policy 6162.52 provide authority for the Board of Trustees to review and approve waivers for Special Education students to pass the California High School Exit Examination with modifications stated in the pupil's Individualized Education Program (IEP).

**CURRENT CONSIDERATIONS**

This agenda item requests approval by the Board to waive Education Code §60851(a)/Board Policy 6162.5 in accordance with §60851(c) approving nine students as having met the requisite standards, with modifications, to pass either the California High School Exit Examination subtest in English/Language Arts or mathematics (Exhibits A and B provided under separate cover), case numbers 0809-030 (SERRA) through 0809-038(THS). Action on this matter will be discussed and taken in closed session so that individual student rights under the Family Educational Rights and Privacy Act (FERPA) 20 §1232g, U.S. Code, 34 CRF, Part 99, are protected.

**FINANCIAL IMPLICATIONS**

There are no financial implications to this agenda item.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees waive Education Code §60851(a)/Board Policy 6261.52 in accordance with Education Code §60851(c) validating that these nine students have completed all requirements for passing either the California High School Exit Examination subtest in English/Language Arts or mathematics or both (Exhibits A and B provided to Trustees under separate cover), case numbers 0809-030 (SERRA) through 0809-038 (THS). Action on this matter will be conducted in closed session under FERPA regulations.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

**REVISED**  
**(3-5-09)**

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent  
FROM: Sherine Smith, Deputy Superintendent, Education  
SUBJECT: **PROPOSED 2009 SUMMER SCHOOL SCHEDULES AND LOCATIONS**

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**BACKGROUND INFORMATION**

In 2008, CUSD summer session consisted of a five-week, 20-day program for elementary and middle school students, and a six-week, 24-day high school program. Summer school classes were offered at fourteen elementary, four middle, and four high school campuses, and one adult transition center.

**CURRENT CONSIDERATIONS**

The following schedule, hours, and dates of the 2009 Summer Session are proposed as follows:

Schedule: Monday – Thursday (Schools closed on Fridays)

Elementary School

Dates: Monday, June 22, 2009 through Thursday, July 23, 2009  
Hours: 8:00 am – 11:00 am (General Education)  
8:00 am – 12:00 pm (Special Education)  
Duration: 20 days

Middle School

Dates: Monday, June 22, 2009 through Thursday, July 23, 2009  
Hours: 8:45 am – 12:45 pm (General Education and Special Education)  
Duration: 20 days

High School

Dates: Monday, June 22, 2009 through Thursday, July 30, 2009  
Hours: 7:30 am – 1:15 pm (Remedial Courses for students entering Gr. 10-12)  
7:30 am – 1:15 pm (Special Education for Gr. 9-12)  
Duration: 24 days





PROPOSED 2009 SUMMER SCHOOL SITES

The following schools have been identified as sites for the 2009 CUSD Summer School program:

<b>Elementary/Middle School Summer Locations:</b>	<b>Serving Special Ed only from:</b>
Don Juan Avila ES /MS	Aliso Viejo MS Moulton Niguel Hills MS Oak Grove Wood Canyon
Crown Valley	Bergeson Crown Valley
R.H. Dana ENF	Dana ENF Palisades White
Kinoshita (General Ed)	Del Obispo
Las Flores ES/MS	Arroyo Vista MS Hankey MS Ladera Ranch MS Las Flores ES/MS Newhart MS Tijeras Creek Viejo
Las Palmas (General Ed)	Lobo Marblehead
Marco Forster MS (General and Special Ed)	
Reilly	Barcelona Castille Reilly Wagon Wheel
San Juan (General Ed)	San Juan
Vista del Mar MS (Special Ed only)	Bernice Ayer MS Shorecliffs MS Vista del Mar MS

General education students who attend elementary or middle schools not hosting Summer School, but who meet Summer School eligibility requirements, may register for one of the other sites. However, these students will be placed on a space-available basis.

<b>High School Summer Locations:</b>	<b>Serving:</b>
Dana Hills	GenEd students entering Gr. 10-12 (Remedial only) ANHS SpecEd DHHS SpecEd SCHS SpecEd
San Juan Hills	CVHS SpecEd SJHHS SpecEd THS SpecEd

This proposal represents a reduction of five campuses and all remedial support for general education students with the following exceptions:

- Students at the three elementary Program Improvement sites,
- Students at one middle school
- Students entering grades 10 – 12 who are making up grades or are credit-deficient will attend one high school

### **FINANCIAL IMPLICATIONS**

The 2008 general education Summer School program cost approximately \$1,080,000. The estimated cost for the 2009 general education program is approximately \$350,000. This program will be funded from Hourly Supplemental monies. The District is reimbursed for general education Summer School based on the number of hours students attend. This is a Tier 3 Categorical program in the current year's budget, which allows for maximum flexibility.

### **STAFF RECOMMENDATION**

It is respectfully recommended that the Board approve the proposed summer school schedule as presented.

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent

SUBJECT: **EXPULSION READMISSIONS**

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Due to the confidential nature of this item, the supporting information for this item is provided to Trustees under separate cover.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business & Support Services

SUBJECT: **APPROVAL OF CONSULTING AGREEMENTS, PURCHASE ORDERS,  
AND COMMERCIAL WARRANTS**

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**BACKGROUND INFORMATION**

Consulting agreements, purchase orders, and warrants have been processed in accordance with the rules and regulations of the Board of Education (Board Policies 3300, 3310, and 4126) and applicable legal requirements of the State of California.

**CURRENT CONSIDERATION**

This agenda items presents for Board approval the attached lists of consulting agreements, Exhibit A, purchase orders, Exhibit B, and commercial warrants, Exhibit C. Exhibit D is a list of previously Board approved bids and contracts to assist in the review of the purchase order and warrant listings. The purchase orders total \$1,763,905.27 with funding coming from the following district funds. The warrants total \$10,066,868.53.

<b>Total Purchase Order Board Listing by Fund</b>		
<b>March 9, 2009</b>		
		<b><u>Total Amount</u></b>
Fund 01	General Fund	\$1,438,506.81
Fund 11	Adult Ed Fund	\$2,319.11
Fund 12	Child Development Fund	\$15,198.32
Fund 13	Cafeteria Fund	\$32,342.45
Fund 14	Deferred Maintenance Fund	\$5,050.00
Fund 23	Building Fund: GO Bond C	\$72,230.76
Fund 25	Capital Facilities Fund	\$73,668.00
Fund 68	Worker's Comp Fund	\$8,050.44
Fund 70	Property & Liability Fund	\$3,960.00
		<b>\$1,651,325.89</b>
CFD's	Mello-Roos	\$112,579.38
		<b>\$1,763,905.27</b>

## **Approval of Purchase Orders/Commercial Warrants**

March 9, 2009

Page 2

### **FINANCIAL IMPLICATIONS**

The financial implications of the consulting agreements, purchase orders, and warrants included in this item have previously been authorized as part of the district's budget approval process.

### **STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Education approve the Consulting Agreements Listing attached as Exhibit A, the Purchase Order Listing attached as Exhibit B, and the Commercial Warrant Listing attached as Exhibit C.

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano California

March 9, 2009

**CONSULTANT AGREEMENT LISTING 2008-09**

<b>No.</b>	<b>Name</b>	<b>Amt.</b>	<b>Dates</b>	<b>Services To Be Provided</b>	<b>Funding</b>
1.	Stacia Deutsch	\$ 500	3/23/09	Assembly, "Blast to the Past" Authors Visit at Wood Canyon Elementary	PTA
2.	Orange County Performing Arts Center	\$ 600	3/6/09	Assembly, "Journey's to the Past" Presented by Jacque Nunez at Castille Elementary	PTA
3. *	Action Learning Systems, Inc.	\$ 2,000	2/2/09	Staff Development, Demonstration Lessons, In-Class Coaching & Data Analysis Per Las Palmas' NCLB Program Improvement Plan	NCLB Grant
4.	California Weekly Explorer, Inc.	\$ 1,280	6/17/09	Assembly, "Walk Through California" at Moulton Elementary	PTA
5.	City of Santa Ana	\$ 390	4/28, 4/29 & 5/22/09	Assembly, Zoomobile Presentation at Lobo Elementary	PTA
6.	Lenea Pollett	\$ 700	2/1/09 – 9/30/09	Nutrition Education & Physical Activity Demonstrations for CUSD Students & Parent Groups	Food Service Grant
7. * **	YMCA of Orange County	\$10,142	12/1/08 – 2/6/09	Child Care Services for No Child Left Behind Students at Ambuehl Elementary	Title 1 NCLB Grant

**Consultant Agreement Listing 2008/09**

March 9, 2009

Page 2

<b>No.</b>	<b>Name</b>	<b>Amt.</b>	<b>Dates</b>	<b>Services To Be Provided</b>	<b>Funding</b>
8. * **	YMCA of Orange County	\$ 2,298	12/1/08 – 12/31/08	Child Care Services for No Child Left Behind Students at Marblehead Elementary	Title 1 NCLB Grant
9. * **	YMCA of Orange County	\$ 1,225	12/1/08 – 12/31/08	Child Care Services for No Child Left Behind Students at Palisades Elementary	Title 1 NCLB Grant
10. * **	YMCA of Orange County	\$10,789	12/1/08 – 2/28/09	Child Care Services for No Child Left Behind Students at Del Obispo Elementary	Title 1 NCLB Grant
11.	Primary Focus	\$ 1,000	4/20/09	Assembly, “Choices Count, It’s Your Choice” at Wood Canyon	PTA
12.	The Imagination Machine	\$ 1,245	6/20/09	Assembly, Actors Perform Stories Written by Students at Arroyo Vista Elementary	PTA
13.	Revolution	Income	2/19/09 – 2/18/10	SAT & ACT Prep Classes for Adult & Community Education per RFQ 7-0809	N/A
14.	SchoolsFirst FCU	N/A	2/10/09 – 2/9/10	Third Party Administration Services for CUSD’s 403b Plan per RFQ/P 1-0809	N/A



**Consultant Agreement Listing 2008/09**

March 9, 2009

Page 3

<b>No.</b>	<b>Name</b>	<b>Amt.</b>	<b>Dates</b>	<b>Services To Be Provided</b>	<b>Funding</b>
15.	Orange County Department of Education	\$ 555	4/29/09	Assembly, "Inside the Outdoors Traveling Scientist 3, Me & My World" at Las Flores Elementary	PTA
16.	Larry Nelson	\$90,000	2/21/09 – 7/31/09	DSA Inspection Services of San Clemente High School Upper Campus Science Project	CFD
17.*	Meet the Masters	\$ 174	7/1/08-6/30/09	Classroom Art Lessons at Del Obispo Elementary	PTA
18.	Puppies & Reptiles for Parties	\$ 480	6/5/09	Assembly, Students will Observe Similarities & Differences in Appearance & Behavior of Reptiles at Las Flores Elementary	PTA
19.	The Imagination Machine	\$ 1,570	5/7/09	Assembly, "The Writing Show" at Wagon Wheel Elementary	PTA
20.	Discovery Science Center	\$ 275	2/9/09	Assembly, "What's Current" at Canyon Vista Elementary	PTA

Contract documents are on file in the Purchasing Department.

\* Amendment to increase original contract dollar amount to provide further service.

\*\* Amendment to extend term of agreement.



Board of Trustees Purchase Order Listing

\*===== Fiscal Year: 2008-09 =====\*

Board of Trustees Meeting.....MARCH 9, 2009

**MELLO - ROOS**

The following purchase orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the following Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PO No.	Fund	Vendor	Description	Amount
4741	87	DSA	BI:DSA /Fac Acq /FNMS	312.86
4742	98	BRAGG CRANE SERVICE INC	Rntl:Oth/Fac Acq /SJHHS	1,209.00
4743	89	DIGITAL NETWORKS GROUP INC	F&EInstl/Fac Acq /SJHHS	10,169.52
4744	89	MILLEN, JOHN	BI:Inspc/Fac Acq /SCHS	95,000.00
4745	98	NMG GEOTECHNICAL INC	BI:CTest/Fac Acq /SJHHS	5,888.00
5 Purchase Orders				\$112,579.38

Board of Trustees Purchase Order Listing  
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The following purchase orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the following Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

PO No.	Fund	Vendor	Description	Amount
90251	1	APPLE COMPUTER INC	NonCapEq/Instrctn/Dstrctwd	3,659.11
			NonCapEq/Instrctn/LadraElm	10,977.28
90252	1	PERFECT SEAL LABORATORIES	SpplsNonI/HlthServ/Dstrctwd	38.03
90253	1	ORANGE COUNTY DEPT OF EDUC	CnfrNonI/Pup Serv/Dstrctwd	190.00
90254	1	WIDEX	SpplsNonI/HlthServ/Dstrctwd	84.32
90255	1	ESCO EAR SERVICE CORP	Serv&Op /HlthServ/Dstrctwd	120.00
90256	1	SOUTHPAW ENTERPRISES INC	SpplsNonI/HlthServ/Dstrctwd	168.52
90257	1	CONTINENTAL BOOK COMPANY INC	InstMtIs/Instrctn/Tesoro	122.91
90258	1	EXCEPTIONAL TEACHING INC	InstMtIs/Aid:Inst/Dstrctwd	45.55
90259	1	ABILITATIONS	SpplsNonI/HlthServ/Dstrctwd	1,163.00
90260	1	APPLE COMPUTER INC	NonCapEq/Instrctn/Dstrctwd	294.14
			NonCapEq/Instrctn/LadraElm	931.46
90261	1	APPLE COMPUTER INC	NonCapEq/Instrctn/Arroyo V	13,994.02
90262	1	BANC OF AMERICA LEASING	Rnt&Repr/Instrctn/VarSites	133.47
90263	1	DICK BLICK WEST	InstMtIs/Instrctn/DHHS	903.95
90264	1	ANNENBERG/CPB PROJ	InstMtIs/Instrctn/Tesoro	579.16
90265	1	MASTERPIECE CARDS	InstMtIs/Instrctn/Tesoro	89.81
90266	1	ADAPTIVE LIVING	SpplsNonI/HlthServ/Dstrctwd	1,622.07
90267		VOID	VOID	0.00
90268		VOID	VOID	0.00
90269	1	MCGRAW-HILL/SRA	InstMtIs/SupvAdmn/Dstrctwd	7,843.15
90270	70	CARLOS GUZMAN INC	Serv&Op /Enterprs/Dstrctwd	1,500.00
90271	1	XEROX CORPORATION	Rnt&Repr/Instrctn/VarSites	3,019.59
90272	1	CAL-TASH CONFERENCE	CnfrNonI/SupvAdmn/Dstrctwd	440.00
90273	1	EAGLE SOFTWARE	CnfrNonI/Sch Adm /HankeyMS	325.00
90274	1	EAGLE SOFTWARE	CnfrNonI/Sch Adm /HankeyMS	650.00
90275	1	CASBO	Conf:Ins/Instrctn/HankeyMS	295.00
			CnfrNonI/Sch Adm /HankeyMS	295.00
90276	1	P & R PAPER SUPPLY COMPANY	St Rcpts/Undesig /Dstrctwd	3,382.81
90277	1	WEST-LITE SUPPLY CO INC	St Rcpts/Undesig /Dstrctwd	4,616.01
90278	1	AMERICAN LOGISTICS COMPANY LLC	Serv&Op /PuplTran/Dstrctwd	20,000.00
90279	1	DRIVE SOLUTIONS	Rntl:Oth/RR:Bldgs/Dstrctwd	3,800.00
90280	1	RINCON TRUCK PARTS	Rntl:Oth/PuplTran/Dstrctwd	4,142.25
90281	1	THE GUIDANCE GROUP	InstMtIs/Instrctn/Stnybrke	565.71
90282	1	ENABLING DEVICES	InstMtIs/SDCInstr/Dana ENF	585.14
90283	1	SAMMONS PRESTON ROLYAN	SpplsNonI/HlthServ/Dstrctwd	114.96
90284	1	ABLENET INC	InstMtIs/SDCInstr/Dana ENF	2,221.39
90285	1	CA ELEM EDUC ASSN	Serv&Op /Instrctn/St Edwrd	567.00
90286	1	COLLEGE BOARD	Dues&Mmb/Sch Adm /Dstrctwd	325.00
90287	1	GOV CONNECTION INC	InstMtIs/Instrctn/Tesoro	136.48
90288	1	MUNICIPAL UNDERGROUND SERVICES	Rntl:Oth/RR:Bldgs/Viejo	11,875.00
90289	1	UNIQUE LEARNING SYSTEM	Serv&Op /Instrctn/Tesoro	429.92
90290	1	RENEGADE TEMPORARY SITE SVCS	Rnt&Repr/CurAthlt/SJHHS	400.00
90291	68	DELL COMPUTER	SpplsNonI/Enterprs/Dstrctwd	17.44
90292	1	DELL COMPUTER	Rntl:Oth/FacConst/Dstrctwd	1,729.80

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PO No.	Fund	Vendor	Description	Amount
90293	23	DSA	BI:DSA /Fac Acq /HankeyMS	2,782.74
90294	1	DELL COMPUTER	NonCapEq/Instrctn/LFMS	2,604.16
90295	1	CASBO/CENTINELA SOUTH BAY C/O	CnfrNonI/Purch /Dstrctwd	70.00
90296	1	FARONICS TECHNOLOGIES USA INC	Serv&Op /Instrctn/Tesoro	514.14
90297	1	DESIGN SCIENCE	InstMtls/Instrctn/Tesoro	391.62
90298	1	MAYER-JOHNSON CO	InstMtls/SDCInstr/Dana ENF	222.42
90299	1	E INSTRUCTION	NonCapEq/Instrctn/FNMS	28.65
			NonCapEq/Enterprs/FNMS	1,403.48
90300	1	CORPORATE EXPRESS	SpplsNonI/Pup Serv/Dstrctwd	1,000.00
90301	1	FOLLETT LIBRARY RESOURCES	InstMtls/Enterprs/SCHS	1,468.16
90302	1	GALE/CENGAGE	InstMtls/Instrctn/SCHS	1,965.41
90303	1	H W WILSON COMPANY	InstMtls/Instrctn/SCHS	266.21
90304	1	LIFETIME MEMORY PRODUCTS INC	SpplsNonI/Purch /Dstrctwd	47.41
90305	1	APPLE COMPUTER INC	InstMtls/Instrctn/SCHS	321.10
90306	1	SEHI COMPUTER	SpplsNonI/HlthServ/Dstrctwd	1,422.33
90307	1	P & R PAPER SUPPLY COMPANY	St Rcpts/Undesig /Dstrctwd	26,161.70
90308	1	P & R PAPER SUPPLY COMPANY	St Rcpts/Undesig /Dstrctwd	7,467.08
90309	1	EPOLY STAR	St Rcpts/Undesig /Dstrctwd	6,820.58
90310	1	DISCOUNT OFFICE SERVICES	SpplsNonI/PuplTran/Dstrctwd	135.60
90311	1	SPORT CHALET	NonCapEq/Instrctn/SJHHS	2,597.06
90312	1	DAIGGER SCIENCE ED WAREHOUSE	InstMtls/Instrctn/SCHS	11.45
90313	1	APPLE COMPUTER INC	InstMtls/Instrctn/SCHS	36.85
90314	1	APPERSON PRINT MANAGEMENT SVCS	InstMtls/Instrctn/Tesoro	565.69
90315	1	SHARP ELECTRONICS CREDIT CO	Rnt&Repr/Instrctn/VarSites	4,132.76
90316	1	SUPERMEDIASTORE.COM/LINKO	NonCapEq/Enterprs/SMS	616.61
			InstMtls/Enterprs/SMS	465.20
90317	1	DELL COMPUTER	InstMtls/Instrctn/Castille	232.71
90318	1	CRYSTAL PRODUCTIONS	InstMtls/Instrctn/LFMS	353.65
90319	1	LIBERTY FLAGS	SpplsNonI/Sch Adm /Don Juan	44.80
90320	1	CB RANCH ENTERPRISES	FieldTrp/Instrctn/Lgna Nig	1,000.00
90321	1	CENTENNIAL HERITAGE MUSEUM	FieldTrp/Instrctn/Reilly	770.00
90322	1	CENTENNIAL HERITAGE MUSEUM	FieldTrp/Instrctn/OsoGrand	841.00
90323	1	CENTENNIAL HERITAGE MUSEUM	FieldTrp/Instrctn/OsoGrand	842.00
90324	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Concordi	1,325.00
90325	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Concordi	1,325.00
90326	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Concordi	1,325.00
90327	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Wagon Wh	8,150.00
90328	1	OCEAN INSTITUTE	InstMtls/Instrctn/SMS	2,430.00
90329	1	ORANGE COUNTY DEPT OF EDUC	FieldTrp/Instrctn/Tijeras	795.00
90330	1	GIDDY UP PRODUCTIONS	Serv&Op /Instrctn/Benedict	150.00
90331	1	LIFETIME MEMORY PRODUCTS INC	SpplsNonI/Sch Adm /MFMS	45.26
90332	1	DELL COMPUTER	NonCapEq/Enterprs/SCHS	1,122.12
90333	1	DELL COMPUTER	NonCapEq/TIS /Dstrctwd	1,515.47
90334	13	EZA STUDIOS	CANtrNet/FoodServ/Dstrctwd	3,000.00
90335	1	LEARNING ADVENTURES & MEDIA	Serv&Op /Enterprs/Arroyo V	650.00
90336	1	ADRIANA HERNANDEZ	Serv&Op /Enterprs/DJAMS	2,220.00
90337	1	BADEN SPORTS INC	InstMtls/Instrctn/Malcom	59.04
90338	1	OCDE	InstMtls/Instrctn/ANHS	50.00
90339	1	SHIRT GRAPHICS	InstMtls/Instrctn/LFMS	1,226.96
90340	1	SHIRT GRAPHICS	SpplsNonI/Sch Adm /LFMS	877.37

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PO No.	Fund	Vendor	Description	Amount
90341	1	ORANGE COUNTY DEPT OF EDUCAT	FieldTrp/Instrctn/Lobo	18,525.00
90342	1	SOUTHERN CA VOCAL ASSOC.	InstMtls/Instrctn/LFMS	150.00
90343		VOID	VOID	0.00
90344	1	ORANGE CO. HEALTH CARE AGENCY	Serv&Op /Saf&Trng/Dstrctwd	56.25
90345	1	VS ATHLETICS	NonCapEq/CurAthlt/Tesoro	6,389.34
			NonCapEq/Enterprs/Tesoro	6,389.35
90346	1	ORANGE COUNTY DEPT OF EDUCAT	Serv&Op /Instrctn/MFMS	250.00
90347	1	SEHI COMPUTER	SpplsNonI/Bus Serv/Dstrctwd	457.31
90348	1	OFFICE DEPOT	SpplsNonI/Sch Adm /DHHS	5,000.00
90349	1	CDWG Inc	SpplsNonI/Sch Adm /Las Palm	59.26
90350	1	APPLE COMPUTER INC	NonCapEq/Instrctn/Tesoro	1,625.59
90351	1	VISITING NURSE ASSOC	NPA /NPA HLTH/Dstrctwd	340.00
90352	1	READING AND LANGUAGE CENTER	NPA /NPA /Dstrctwd	2,125.00
90353	1	OFFICE DEPOT	St Rcpts/Undesig /Dstrctwd	3,176.38
90354	1	PRIMARY PACKAGING RESOURCES	St Rcpts/Undesig /Dstrctwd	390.59
90355	1	WAXIE	St Rcpts/Undesig /Dstrctwd	971.00
90356	1	P & R PAPER SUPPLY COMPANY	St Rcpts/Undesig /Dstrctwd	1,047.33
90357	1	YMCA CAPISTRANO BEACH CITIES	Serv&Op /Instrctn/Dstrctwd	11,550.00
90358	1	YMCA CAPISTRANO BEACH CITIES	Serv&Op /Instrctn/Dstrctwd	11,550.00
90359	1	YMCA CAPISTRANO BEACH CITIES	CnsltIns/Instrctn/Dstrctwd	7,350.00
90360	1	YMCA CAPISTRANO BEACH CITIES	CnsltIns/Instrctn/Dstrctwd	7,350.00
90361	1	J W PEPPER-LOS ANGELES	InstMtls/Instrctn/LFMS	500.00
90362	1	COMMUNICATIONS USA	NonCapEq/Enterprs/NHMS	1,091.89
90363	1	CDWG Inc	InstMtls/Instrctn/Castille	549.53
90364	1	TROXELL COMMUNICATIONS INC	InstMtls/Instrctn/Tesoro	93.77
90365	1	CDWG Inc	NonCapEq/Instrctn/Tesoro	1,355.50
90366	1	TROXELL COMMUNICATIONS INC	InstMtls/Instrctn/Tesoro	300.68
90367	1	CDWG Inc	InstMtls/Instrctn/Tesoro	269.38
90368	1	WEST-LITE SUPPLY CO INC	InstMtls/Instrctn/AVMS	115.38
90369	1	CDWG Inc	NonCapEq/Instrctn/FNMS	677.75
90370	1	CDWG Inc	NonCapEq/Instrctn/Tesoro	3,388.74
90371	1	TROXELL COMMUNICATIONS INC	NonCapEq/Instrctn/SCHS	541.58
90372	1	TROXELL COMMUNICATIONS INC	NonCapEq/Instrctn/Tesoro	1,083.17
90373	1	VALIANT IMC	InstMtls/Instrctn/Tesoro	401.43
90374	1	TROXELL COMMUNICATIONS INC	NonCapEq/Instrctn/SCHS	644.35
90375	1	CDWG Inc	InstMtls/Instrctn/SCHS	5,421.98
90376	1	TROXELL COMMUNICATIONS INC	InstMtls/Instrctn/LadraElm	26.94
90377	1	STAPLES BUSINESS ADVANTAGE	InstMtls/Instrctn/SCHS	734.19
90378	1	SPEAK, JOHN V	Rnt&Repr/Instrctn/Wagon Wh	500.00
90379	1	TROXELL COMMUNICATIONS INC	InstMtls/Instrctn/SCHS	266.14
90380	1	THE LIFE TRENDS GROUP TLTG INC	NonCapEq/Enterprs/SCHS	1,693.08
90381	1	COMMUNITY DISCOUNT CARDS	InstMtls/Instrctn/SMS	310.00
90382	1	SCHOOL HEALTH CORP	SpplsNonI/Sch Adm /Bathgate	239.81
90383	1	WAL MART S.C.	InstMtls/PrntPart/Dstrctwd	150.00
90384		VOID	VOID	0.00
90385	1	SCRIPPS NATIONAL SPELLING BEE	Serv&Op /Instrctn/LFMS	600.00
90386	13	SCSNA	CnfrNonI/FoodServ/Dstrctwd	50.00
90387	1	ORANGE COUNTY DEPT OF ED/OCAD	InstMtls/Instrctn/SCHS	1,100.00
90388	1	BLUE BIRD BODY COMPANY	Debt Ser/Dbt Serv/Dstrctwd	92,365.40
90389	1	GOPHER ATHLETIC	InstMtls/Instrctn/ANHS	262.61

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PO No.	Fund	Vendor	Description	Amount
90390	1	KAPLAN SCHOOL SUPPLY	InstMtls/Pup Serv/Dstrctwd	171.54
90391	1	SPARKLETTS	SpIsNonI/Sch Adm /CVHS	33.74
90392	1	APPLE COMPUTER INC	NonCapEq/Instrctn/ArroyoMS	15,367.98
90393	1	ORANGE COUNTY DEPT OF EDUCAT	CnfrNonI/PrntPart/Dstrctwd	15.00
90394	1	VARIETY ARTS LIVE	InstMtls/Enterprs/Arroyo V	775.00
90395	1	SAN JOAQUIN CTY OFFICE OF EDUC	Serv&Op /Prsnl:HR/Dstrctwd	400.00
90396	1	NASCO WEST	InstMtls/Instrctn/SMS	900.22
90397	1	JONES SCHOOL SUPPLY CO INC	SpIsNonI/Sch Adm /CanViste	81.12
90398		VOID	VOID	0.00
90399	1	LJ CREATE	InstMtls/Instrctn/LFMS	59.44
90400	1	IPARADIGMS LLC	InstMtls/Instrctn/ANHS	3,931.58
90401	11	AMERICAN COUNCIL ON EDUCATION	SpIsNonI/Sch Adm /Dstrctwd	710.00
90402	1	EDUCATIONAL RESOURCES	SpIsNonI/Enterprs/SMS	94.77
90403	1	DELL COMPUTER	Serv&Op /Instrctn/Tesoro	44.48
90404	1	APEX LEARNING INC	SpIsNonI/Sch Adm /DHHS	3,771.25
90405	1	IMAGE 2000	InstMtls/Instrctn/Benedict	599.70
90406	1	SEHI COMPUTER	SpIsNonI/Bus Serv/Dstrctwd	285.93
90407	1	MACMILLAN/MCGRAW-HILL	K-8 Stat/Instrctn/Dstrctwd	5,395.69
90408	1	ORANGE COUNTY DEPT OF EDUCAT	Serv&Op /Instrctn/ANHS	250.00
90409	23	CULVER-NEWLIN INC	F&EInstl/Fac Acq /HankeyMS	2,665.02
90410	1	GLOBAL AUTOMATION SERVICES	Rntl:Oth/RR:Bldgs/DHHS	3,376.00
90411	1	RENAISSANCE LEARNING	Serv&Op /Instrctn/Stnybrke	1,450.00
90412	12	RALPHS GROCERY CO	InstMtls/Instrctn/RH Dana	500.00
90413		VOID	VOID	0.00
90414	12	RALPHS GROCERY CO	InstMtls/Instrctn/Chaparal	900.00
			InstMtls/Instrctn/LF Elem	900.00
			InstMtls/Instrctn/Bathgate	1,200.00
			InstMtls/Instrctn/Hankey	700.00
			InstMtls/Instrctn/OsoGrand	1,300.00
			InstMtls/Instrctn/Reilly	500.00
			InstMtls/Instrctn/LadraElm	800.00
90415	12	RALPHS GROCERY CO	InstMtls/Instrctn/Hiddn Hl	400.00
			InstMtls/Instrctn/Viejo	900.00
			InstMtls/Instrctn/Hankey	400.00
90416	12	RALPHS GROCERY CO	InstMtls/Instrctn/Concordi	400.00
			InstMtls/Instrctn/Lobo	850.00
90417	12	RALPHS GROCERY CO	InstMtls/Instrctn/Concordi	400.00
			InstMtls/Instrctn/Hankey	400.00
			InstMtls/Instrctn/San Juan	500.00
90418	12	RALPHS GROCERY CO	InstMtls/Instrctn/Don Juan	600.00
			InstMtls/Instrctn/Oak Grv	800.00
90419	12	RALPHS GROCERY CO	InstMtls/Instrctn/Wood Cyn	1,200.00
			InstMtls/Instrctn/Moulton	500.00
90420	12	RALPHS GROCERY CO	InstMtls/Instrctn/Castille	500.00
90421	1	EAGLE	SpIsNonI/Sch Adm /SJHHS	5,329.73
90422	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Marblehd	15,240.00
90423	1	JAYPRO SPORTS	NonCapEq/CurAthlt/SCHS	1,483.31
90424	1	SPARKLETTS	SpIsNonI/SupvAdmn/Dstrctwd	177.65

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PO No.	Fund	Vendor	Description	Amount
90425	1	UNION BANK OF CALIFORNIA	Debt Ser/Dbt Serv/Dstrctwd	53,649.39
			Debt-Int/Dbt Serv/Dstrctwd	2,104.61
			Serv&Op /Gen Adm /Dstrctwd	3,319.95
90426	1	FLINN SCIENTIFIC INC	InstMtls/Instrctn/DJAMS	331.66
90427	1	SOUTHWEST SCHOOL SUPPLY	InstMtls/Instrctn/CanViste	1,000.00
90428	1	LAKESHORE LEARNING MATERIALS	InstMtls/Instrctn/Wagon Wh	729.41
90429	1	SEHI COMPUTER	NonCapEq/Enterprs/NHMS	877.31
90430	1	TROXELL COMMUNICATIONS INC	InstMtls/Instrctn/Tesoro	258.60
90431	1	MOBILE COMMUNICATION REPAIR	Rntl:Oth/PuplTran/Dstrctwd	910.68
90432		VOID	VOID	0.00
90433	1	SARGENT-WELCH SCIENTIFIC	InstMtls/Instrctn/DHHS	237.97
90434	1	DELL COMPUTER	NonCapEq/Instrctn/HankeyMS	2,869.32
90435	1	STAPLES BUSINESS ADVANTAGE	SpplsNonI/Sch Adm /VDMMS	59.25
90436	1	IMAGE 2000	InstMtls/Instrctn/Lobo	1,059.40
90437		VOID	VOID	0.00
90438	1	FASTFRAME	InstMtls/Instrctn/Reilly	254.96
90439		VOID	VOID	0.00
90440	1	CENGAGE LEARNING	InstMtls/Instrctn/ANHS	21.54
90441	1	FUN SERVICES	InstMtls/Instrctn/SMS	1,555.55
90442	1	DICK BLICK WEST	InstMtls/Instrctn/SCHS	16.16
90443	1	COACH AMERICA	Charter /Instrctn/DHHS	3,700.00
90444	1	MAYER-JOHNSON CO	InstMtls/SDCInstr/Dana ENF	1,981.52
90445	13	PAVEMENT	CANtrNet/FoodServ/Dstrctwd	507.50
90446	13	THE TOLL ROADS	CntrctFd/FoodServ/Dstrctwd	400.00
90447	13	AMORE PIZZA	FdPrshbl/FoodServ/Dstrctwd	25,000.00
90448	13	CAPISTRANO GOLF CARS	EuipRpr /FoodServ/Dstrctwd	368.15
90449	1	MCGRAW-HILL/SRA	InstMtls/Instrctn/SCHS	851.73
90450	1	IMAGE 2000	InstMtls/Instrctn/CVHS	865.29
90451	1	BETTER BUSINESS RECORDS	SpplsNonI/RR:Bldgs/Dstrctwd	750.00
90452	1	DELL COMPUTER	NonCapEq/Enterprs/SCHS	3,109.40
90453	1	PRO-ED	SpplsNonI/Spch Aud/Dstrctwd	164.85
90454	1	SUNSHINE COTTAGE	InstMtls/SDCInstr/Dstrctwd	47.71
90455	1	SUPER DUPER INC.	InstMtls/SDCInstr/Dstrctwd	118.42
90456	1	NASCO WEST	InstMtls/Instrctn/DJAMS	2,238.81
90457	1	BAUDVILLE	SpplsNonI/Sch Adm /CanViste	193.67
90458	12	BROOKES PUBLISHING CO, PAUL H	SpplsNonI/SupvAdmn/Dstrctwd	131.73
90459	1	BECKER'S SHEET METAL	Rntl:Oth/Op:Grnds/Marblehd	685.07
90460	1	GOLDEN RULE BINDERY	SpplsNonI/Sup:GenA/Dstrctwd	100.00
90461	1	WAXIE	Rntl:Oth/Custodil/Dstrctwd	5,510.66
90462	1	WARDS NATURAL SCIENCE	InstMtls/Instrctn/DHHS	3,160.23
90463	1	RALPHS GROCERY CO	InstMtls/Instrctn/Dstrctwd	2,000.00
90464	1	WARDS NATURAL SCIENCE	InstMtls/Instrctn/FNMS	956.47
90465	1	FLINN SCIENTIFIC INC	InstMtls/Instrctn/FNMS	127.44
90466	1	MR CLEAN MAINTENACE SYSTEMS	Rntl:Oth/Custodil/Dstrctwd	7,075.54
90467	1	SCIENCE KIT & BOREAL LAB	InstMtls/Instrctn/FNMS	296.86
90468	1	FOLLETT LIBRARY RESOURCES	InstMtls/Instrctn/LFMS	5,000.00
90469	1	SUBSCRIPTIONS SERVICES OF	InstMtls/Instrctn/SCHS	819.42
90470	1	WEST MUSIC COMPANY	SpplsNonI/Sch Adm /Las Palm	1,425.18
90471	1	WAL MART L.N.	InstMtls/Instrctn/Dstrctwd	100.00
90472	1	SEHI COMPUTER	InstMtls/SDCInstr/Dana ENF	5,735.40



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PO No.	Fund	Vendor	Description	Amount
90473	1	CORPORATE EXPRESS	InstMtls/Instrctn/ANHS	1,000.00
90474	14	ABATEC INC	Serv&Op /RR:Bldgs/Dstrctwd	4,750.00
90475	14	ABATEC INC	Serv&Op /RR:Bldgs/SCHS	300.00
90476	1	MUSICIAN'S FRIEND	InstMtls/Instrctn/SMS	588.32
90477	1	PACIFIC PLUMBING COMPANY OF	Rntl:Oth/RR:Bldgs/Marblehd	15,468.68
90478	1	B & H PHOTOGRAPHY	InstMtls/Instrctn/ANHS	311.40
90479	1	GOV CONNECTION INC	InstMtls/Instrctn/Tesoro	491.34
90480	1	CALIFORNIA WESTERN VISUALS	InstMtls/Instrctn/LFMS	5,256.54
90481	1	PEARSON ASSESSMENTS	SpplsNonI/PsychSer/Dstrctwd	6,999.74
90482	1	DISCOVERY SCIENCE CENTER	FieldTrp/Instrctn/Kinoshta	960.00
90483	1	AARDVARK CLAY	InstMtls/Instrctn/NHMS	549.23
90484	1	UNISOURCE	St Rcpts/Undesig /Dstrctwd	27,536.59
90485	1	XPEDX	St Rcpts/Undesig /Dstrctwd	1,626.76
90486	1	RHINOTEK COMPUTER PRODUCTS	St Rcpts/Undesig /Dstrctwd	473.56
90487	1	UNISOURCE	St Rcpts/Undesig /Dstrctwd	4,302.46
90488	1	JANNEY, MICHAEL AND VANESSA	Serv&Op /SEOthIns/Dstrctwd	3,120.00
90489	1	LOYER, LAW OFFICES OF KATHLEEN	Legal /SupvAdmn/Dstrctwd	3,000.00
90490	1	MITCHELL INTERNATIONAL	SpplsNonI/PuplTran/Dstrctwd	1,076.42
90491	1	APPLE COMPUTER INC	SpplsNonI/SupvAdmn/Dstrctwd	210.11
90492	1	EDUCATIONAL RESOURCES	SpplsNonI/SupvAdmn/Dstrctwd	278.08
90493	11	ADMINISTRATIVE SOFTWARE	Serv&Op /Instrctn/Dstrctwd	1,287.18
90494	1	BEYER, DR PATRICIA	InstMtls/Instrctn/Dstrctwd	271.00
90495	1	UNIVERSITY OF OREGON/SWIS	Serv&Op /Instrctn/Dstrctwd	250.00
90496	1	APPERSON PRINT MANAGEMENT SVCS	InstMtls/Instrctn/DHHS	106.98
90497	1	SEHI COMPUTER	SpplsNonI/Enterprs/BAMS	613.33
90498	1	SPINITAR	SpplsNonI/SupvAdmn/Kinoshta	2,132.11
90499	1	DEMCO INC	SpplsNonI/Sch Adm /DHHS	141.75
90500	1	SEHI COMPUTER	InstMtls/Instrctn/LRMS	126.55
90501	12	SEHI COMPUTER	SpplsNonI/Pup Serv/Dstrctwd	416.59
90502	1	SEHI COMPUTER	InstMtls/Instrctn/ANHS	576.14
90503	1	SEHI COMPUTER	SpplsNonI/Sch Adm /Las Palm	131.41
90504	1	ULINE	SpplsNonI/Warehse /Dstrctwd	415.48
90505	1	AMERICAN LOGISTICS COMPANY LLC	Serv&Op /PuplTran/Dstrctwd	20,000.00
90506	1	KNORR POOL SYSTEMS INC	Rntl:Oth/RR:Bldgs/Dstrctwd	10,965.94
90507	25	COUNTY OF ORANGE HEALTH CARE	Serv&Op /Fac Acq /SJHHS	1,358.00
90508	1	SOUTHERN CALIFORNIA GRAY LINE	Charter /DW Undst/Dstrctwd	10,000.00
90509	25	WLC ARCHITECTS INC	Serv&Op /Fac Acq /Dstrctwd	2,310.00
90510	1	COMMERCIAL FENCE & IRON WORKS	Rntl:Oth/Enterprs/ANHS	1,965.00
90511	1	CONSOLIDATED ELECTRICAL DISTR	Rntl:Oth/RR:Bldgs/Tesoro	506.86
90512	1	PRECISION AIR COND & MECH INC	Rntl:Oth/RR:Bldgs/DHHS	8,721.50
90513	1	PRECISION AIR COND & MECH INC	Rntl:Oth/RR:Bldgs/Dstrctwd	8,737.97
90514	1	SEHI COMPUTER	InstMtls/Instrctn/ANHS	225.54
90515	1	SMART & FINAL IRIS #399	InstMtls/Instrctn/Serra	1,000.00
90516	1	ORANGE COUNTY DEPT OF EDUC	Serv&Op /Instrctn/LFMS	490.00
90517	1	MEDCO SUPPLY COMPANY	SpplsNonI/Sch Adm /Ambuehl	33.19
90518	1	SMART & FINAL IRIS #399	InstMtls/Instrctn/LRMS	500.00
90519	1	CA FACTORS & FINANCE	SpplsNonI/Enterprs/Bergeson	463.33
			SpplsNonI/Sch Adm /Bergeson	602.43
90520	1	CORONA-NORCO UNIFIED SCH	Serv&Op /TIS /Dstrctwd	2,800.00
90521	1	SPORTS FACILITIES GROUP INC	NonCapEq/Sch Adm /GrgWhite	14,435.00
90522		VOID	VOID	0.00

Board of Trustees Purchase Order Listing  
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PO No.	Fund	Vendor	Description	Amount
90523	1	STAPLES BUSINESS ADVANTAGE	SpplsNonI/SupvAdmn/Dstrctwd	179.30
90524	1	SADDLEBACK COMMUNITY CHURCH	Rnt&Repr/Instrctn/Dstrctwd	3,735.00
90525	1	SAN BERNARDINO CNTY SUPER SCHL	CnfrNonI/Sch Adm /Dstrctwd	300.00
90526	1	INTERNATIONAL BACCALAUREATE NA	Conf:Ins/Instrctn/SCHS	1,190.00
90527	1	RANCHO SANTIAGO COLLEGE	Serv&Op /Enterprs/Arroyo V	390.00
90528	1	SANTA ANA ZOO	FieldTrp/Instrctn/Hankey	338.00
90529	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Concordi	920.00
90530	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Concordi	920.00
90531	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Concordi	920.00
90532	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Ambuehl	794.00
90533	1	SADDLEBACK VALLEY USD	FieldTrp/Instrctn/Hankey	1,200.00
90534	1	ORANGE COUNTY DEPT OF EDUC	Tui:Cnty/IntrAgnc/Dstrctwd	6,720.00
90535	1	CITY OF SAN CLEMENTE PARKS/REC	Serv&Op /RR:Grnds/Dstrctwd	18,741.18
90536	1	STAPLES BUSINESS ADVANTAGE	InstMtls/RSPInstr/SCHS	108.75
90537	1	ORANGE COUNTY DEPT OF ED/OCAD	Serv&Op /Instrctn/ANHS	1,100.00
90538	1	QUESTAR ASSESSMENT INC	SpplsNonI/StDev In/Dstrctwd	1,484.82
90539	1	DELL COMPUTER	InstMtls/Enterprs/BAMS	88.96
90540	1	SUPER DUPER INC.	SpplsNonI/Spch Aud/Dstrctwd	376.59
90541	1	HARCOURT BRACE/PEARSON ED	Serv&Op /Instrctn/Dstrctwd	23,197.94
90542	1	HARCOURT BRACE/PEARSON ED	SpplsNonI/SupvAdmn/Dstrctwd	2,935.68
90543	11	ECS LEARNING SYSTEMS INC	InstMtls/Instrctn/Dstrctwd	321.93
90544	1	PHONAK INC	SpplsNonI/HlthServ/Dstrctwd	1,708.82
90545	1	MEDI KID CO	SpplsNonI/HlthServ/Dstrctwd	106.59
90546	1	NEWS 2 YOU	InstMtls/SDCInstr/SCHS	140.00
90547	1	RMG ACCESSORY GEAR	SpplsNonI/SupvAdmn/Kinoshta	362.45
90548	1	STARKEY	SpplsNonI/HlthServ/Dstrctwd	48.79
90549	1	HARLAND TECHNOLOGY SERVICES	Rntl:Oth/Sch Adm /AVMS	559.00
90550	1	APPLE COMPUTER INC	NonCapEq/Enterprs/BAMS	2,612.90
90551	13	FOLLETT LIBRARY RESOURCES	CANtrNet/FoodServ/Dstrctwd	550.00
90552	13	FOLLETT LIBRARY RESOURCES	CANtrNet/FoodServ/Dstrctwd	550.00
90553	13	FOLLETT LIBRARY RESOURCES	CANtrNet/FoodServ/Dstrctwd	550.00
90554	13	FOLLETT LIBRARY RESOURCES	CANtrNet/FoodServ/Dstrctwd	550.00
90555	13	FOLLETT LIBRARY RESOURCES	CANtrNet/FoodServ/Dstrctwd	550.00
90556	1	FOLLETT LIBRARY RESOURCES	InstMtls/Instrctn/Moulton	2,000.00
90557	1	PEARSON EDUCATION	K-8 Stat/Instrctn/Dstrctwd	720.04
90558	1	CLEAN ENERGY	Ppl Tran/PuplTran/Dstrctwd	20,000.00
90559	1	BLAIRS TOWING	Serv&Op /PuplTran/Dstrctwd	1,500.00
90560	1	TIFCO INDUSTRIES	Ppl Tran/PuplTran/Dstrctwd	4,000.00
90561	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Wood Cyn	2,750.00
90562	1	OCEAN INSTITUTE	FieldTrp/Instrctn/Wood Cyn	2,224.00
90563	1	EAGLE SOFTWARE	CnfrNonI/TIS /Dstrctwd	1,050.00
90564	1	LEGOLAND	FieldTrp/Instrctn/Lobo	535.00
90565	1	SANTA ANA ZOO	FieldTrp/Instrctn/Marblehd	420.00
90566	1	OCEAN INSTITUTE	FieldTrp/Instrctn/LF Elem	1,041.00
90567	1	SCHELL, JAMIE	Serv&Op /Instrctn/St Anne	694.50
90568	1	REGAN, FRANCES	Serv&Op /Instrctn/St Anne	199.00
90569	1	LOWELL, MARY	Serv&Op /Instrctn/St Edwrd	113.00
90570	1	CELOTTO, CINDY	Serv&Op /Instrctn/St Edwrd	79.00
90571	68	MARSH RISK & INSURANCE SERVICE	Oth Ins /Enterprs/Dstrctwd	8,033.00
90572	1	PSC RHOCHM	Serv&Op /Saf&Trng/Dstrctwd	750.63

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PO No.	Fund	Vendor	Description	Amount
90573	1	CA WEEKLY EXPLORER INC	Serv&Op /Instrctn/LF Elem	990.00
90574		VOID	VOID	0.00
90575	1	BEYER, DR PATRICIA	Serv&Op /Instrctn/Dstrctwd	25,000.00
			CnsltNon/InResrch/Dstrctwd	6,380.00
90576	1	ACE TUTORING	Serv&Op /Instrctn/Dstrctwd	18,468.00
90577	1	ORANGE COUNTY DEPT OF EDUC	Serv&Op /Libr&Med/Dstrctwd	7,500.00
90578	1	DISCOVERY SCIENCE CENTER	Serv&Op /Instrctn/Don Juan	275.00
90579	1	ORANGE COUNTY PERFORMING ARTS	Serv&Op /Enterprs/Arroyo V	425.00
90580	25	NELSON, LARRY	BI:Inspc/Fac Acq /Dstrctwd	70,000.00
90581	1	CENTER FOR GRANTS & EVALUATION	Serv&Op /Instrctn/Dstrctwd	15,690.00
			CnsltNon/InResrch/Dstrctwd	15,690.00
90582	1	SALOMONE, ANGELA	CnsltIns/Instrctn/Dstrctwd	700.00
90583	1	ART MASTERS INC	CnsltIns/Instrctn/Marblehd	351.00
90584	1	ORANGE COUNTY PERFORMING ARTS	Serv&Op /Instrctn/San Juan	150.00
90585	1	CSBA'S PRACTI-CAL	Serv&Op /SupvAdmn/Dstrctwd	40,000.00
90586	1	RUTAN & TUCKER	Legal /SupvAdmn/Dstrctwd	40,000.00
			Legal /Sup:GenA/Dstrctwd	10,000.00
90587	1	MCLANE-SEIDLER, LOUISA	CnsltIns/Instrctn/Dstrctwd	320.00
90588	1	DISCOVERY SCIENCE CENTER	CnsltIns/Instrctn/San Juan	665.00
90589	1	ORANGE COUNTY PERFORMING ARTS	Serv&Op /Enterprs/Castille	625.00
90590	1	BALADA, FRANCESCA	CnsltIns/Instrctn/Dstrctwd	350.00
90591	1	CA WEEKLY EXPLORER INC	Serv&Op /Instrctn/Hiddn Hl	1,980.00
90592	1	ORANGE COUNTY PERFORMING ARTS	CnsltIns/Instrctn/San Juan	400.00
90593	1	CARNEY EDUCATIONAL SERVICES	Serv&Op /Instrctn/Dstrctwd	2,113.80
90594	1	CA WEEKLY EXPLORER INC	FieldTrp/Instrctn/Chaparal	1,630.00
90595	1	DISCOVERY SCIENCE CENTER	CnsltIns/Instrctn/Wood Cyn	1,021.25
90596	1	PROFESSIONAL TUTORS OF AMERICA	Serv&Op /Instrctn/Dstrctwd	19,024.20
90597	1	AGUERO-CARDOSA, PILAR	CnsltIns/Instrctn/Dstrctwd	1,050.00
90598	1	CA DEPT OF ED	CnfrNonI/SupvAdmn/SCHS	240.00
			Conf:Ins/Instrctn/SCHS	240.00
90599	1	LEISURE CARE	NPA /NPA HLTH/Dstrctwd	4,560.00
90600	1	AUTISM SPECTRUM CONSULTANTS	NPA /NPA /Dstrctwd	24,999.00
			Sub NPA /NPA /Dstrctwd	2,242.50
90601	1	WERTHEIM, CAROLYN	Serv&Op /HlthServ/Dstrctwd	606.00
90602	1	AUTISM SPECTRUM THERAPIES	NPA /NPA /Dstrctwd	4,125.00
90603	1	CINNAMON HILLS SCHOOL	Residtl /NPS /Dstrctwd	15,930.00
90604	1	OCEANVIEW SCHOOL	NPS /PuplTran/Dstrctwd	6,600.00
90605	1	MIRAFLORE, CARLA	Residtl /NPS /Dstrctwd	1,400.00
90606	1	DEVEREUX TEXAS TREATMENT	Residtl /NPS /Dstrctwd	542.00
90607	1	PIERSON, CHRISTOPHER	Residtl /NPS /Dstrctwd	1,400.00
90608	1	CATHEDRAL HOME FOR CHILDREN	Residtl /NPS /Dstrctwd	17,784.00
90609	1	PIERCE, ELLEN	Residtl /NPS /Dstrctwd	1,400.00
90610	1	HERITAGE SCHOOLS INC	Residtl /NPS /Dstrctwd	357.00
90611	1	DEVEREUX TEXAS TREATMENT	Residtl /NPS /Dstrctwd	14,986.86
90612	1	CATHEDRAL HOME FOR CHILDREN	Residtl /NPS /Dstrctwd	17,328.00
90613	1	MACKEY, ALEXANDER	Residtl /NPS /Dstrctwd	1,400.00
90614	1	DEVEREUX SCHOOL OF VIERA	Residtl /NPS /Dstrctwd	9,184.00
90615	1	DELL COMPUTER	NonCapEq/Instrctn/Dstrctwd	209.95
90616	1	APPERSON PRINT MANAGEMENT SVCS	InstMtls/Instrctn/ArroyoMS	561.60
90617	1	CDWG Inc	SplsNonI/Enterprs/Tesoro	829.68

Board of Trustees Purchase Order Listing  
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PO No.	Fund	Vendor	Description	Amount
90618	23	HARDY & HARPER INC	Bldg Imp/Fac Acq /HankeyMS	55,526.44
90619	23	HARDY & HARPER INC	Bldg Imp/Fac Acq /HankeyMS	11,256.56
90620	1	LAKE HILLS COMMUNITY CHURCH	Rnt&Repr/Instrctn/Dstrctwd	4,500.00
90621	1	ENVIRONMENTAL NATURE CENTER	FieldTrp/Instrctn/Wagon Wh	1,125.00
90622	1	INTERNATIONAL BACCALAUREATE NA	Conf:Ins/Instrctn/SCHS	595.00
90623	1	SCIENCE KIT & BOREAL LAB	InstMtls/Instrctn/MFMS	646.00
90624	1	ZOOMERANG	SpplsNonI/Sch Adm /DHHS	350.00
90625	1	READING AND LANGUAGE CENTER	NPA /NPA /Dstrctwd	6,375.00
90626	1	BERG RYAN OD MS ED, JULIE	NPA /NPA /Dstrctwd	190.00
90627	1	NASCO WEST	InstMtls/Instrctn/LRMS	500.00
90628	1	ACTIVE PARENTING	InstMtls/PrntPart/Dstrctwd	48.05
90629	1	COUNTY OF ORANGE/HERITAGE HILL	FieldTrp/Instrctn/Ambuehl	118.00
90630	1	SPRINT/NEXTEL COMMUNICATIONS	Cmmnctns/HlthServ/Dstrctwd	216.99
90631	1	COUNTY OF ORANGE/HERITAGE HILL	FieldTrp/Instrctn/Ambuehl	92.00
90632	1	KNOTTS BERRY FARM	FieldTrp/Instrctn/Kinoshta	1,148.25
90633	1	BOYCE INDUSTRIES	Rntl:Oth/RR:Bldgs/Dstrctwd	1,048.44
90634	1	KNOTTS BERRY FARM	FieldTrp/Instrctn/Hiddn Hl	518.75
90635	1	CB RANCH ENTERPRISES	FieldTrp/Instrctn/Hiddn Hl	810.00
90636	1	COMMERCIAL FENCE & IRON WORKS	Serv&Op /Instrctn/Concordi	645.00
90637	1	COUNTY OF ORANGE	Serv&Op /Board /Dstrctwd	206,161.89
90638	1	ORANGE COUNTY DEPT OF EDUC	CnfrNonI/Sch Adm /BAMS	50.00
90639	1	NATIONWIDE FIRE PROTECTION	Rntl:Oth/RR:Bldgs/Dstrctwd	409.72
90640	13	SPRINT/NEXTEL COMMUNICATIONS	Cmmnctns/FoodServ/Dstrctwd	86.80
90641	1	NATIONWIDE FIRE PROTECTION	Serv&Op /Saf&Trng/Dstrctwd	848.13
90642	1	CDWG Inc	NonCapEq/Instrctn/Dstrctwd	1,289.77
90643	1	COMMERCIAL FENCE & IRON WORKS	Rntl:Oth/RR:Bldgs/Dstrctwd	14,316.00
90644	1	MYERS SELECT	SpplsNonI/RR:Bldgs/Dstrctwd	837.22
90645	1	AMERICAN LOGISTICS COMPANY LLC	Serv&Op /PuplTran/Dstrctwd	20,000.00
90646	1	USA SHADE & FABRIC STRUCTURES	Rntl:Oth/RR:Bldgs/Dstrctwd	2,250.00
90647	70	RUSCO INC	Serv&Op /Enterprs/Dstrctwd	2,460.00
90648	1	SPRINT/NEXTEL COMMUNICATIONS	Serv&Op /RR:Bldgs/Dstrctwd	152.76
90649	1	TUCKER WILDLIFE SANCTRY	FieldTrp/Instrctn/OsoGrand	924.00
90650	13	NETWORK FOR A HEALTHY CALIF	CnfrNonI/FoodServ/Dstrctwd	180.00

389 Purchase Orders \$1,651,325.89

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Warrant Number	Name of Payee	Reference Number	Amount
135499	ARRIOLA, INGRID	PV-093945	136.89
135500	BALLEN, LINETTE	PV-093947	120.40
135501	BANH, JULIE/NAM	PV-093948	607.23
135502	BECERRA, ANTONIO &/OR DINORAH	PV-093949	182.24
135503	BELLOMO, PHILIP &/OR KATHY	PV-093950	129.73
135504	BERGMAN, TODD	PV-093951	183.93
135505	BHAVANI, RENUKA S	PV-093952	619.88
135506	BOYD, VALERIE	PV-093953	102.15
135507	BRESSLER, ERIC & KATHY	PV-093954	76.36
135508	CHAMBERS, NICHOLE	PV-093955	376.09
135509	COLCLASER, CAROLEE AND DAVID	PV-093956	174.29
135510	COLE, CHRISTINE	PV-093959	158.31
135511	CUHAROGLU, MEHMET &/OR BELGIN	PV-093957	770.45
135512	DEANE, WILLIAM &/OR JANICE	PV-093958	295.41
135513	DOUMIT, RIMA	PV-093960	197.97
135514	GAITAN, SCOTT & BEVERLY Z.	PV-093961	208.15
135515	GAU, MARY C.	PV-093962	150.58
135516	GORDON, DEBRA L	PV-093963	327.14
135517	GUTIERREZ, ALICIA	PV-093964	154.44
135518	HINOJOSA, SALVADOR & NIDIA	PV-093965	90.66
135519	JOHANNES, JENNETTE	PV-093966	463.33
135520	JOHNSON, LORI	PV-093967	207.09
135521	JONES, DANNY & NANCY	PV-093968	340.71
135522	JONES, GREG/SHERI	PV-093969	123.84
135523	LAW, YUET	PV-093970	127.49
		PV-093971	138.11
135524	LEE, THOMAS AND/OR DEBBIE	PV-093972	98.56
135525	MACNAMARA, DAN	PV-093973	264.05
135526	MC KEAGUE, JOHN & SHARON	PV-093974	223.75
135527	MC LAIN, STEPHEN & MAGDA	PV-093975	168.70
135528	MCBRIDE, MELISSA	PV-093981	212.01
135529	MIKKELSON, NICOLE	PV-093976	168.06
135530	MONTANEZ, TERRI & FERNANDO	PV-093977	187.44
135531	NG, FARIA	PV-094001	187.06
135532	NGUYEN, TRISHA T.	PV-093978	311.48
135533	NOXON, LISA C	PV-093979	193.41
135534	POCZATEK, MARK & MARVA	PV-093980	223.43
135535	PRINGLE, DIANE	PV-093982	183.13
135536	REDING, CLARE & SHAD	PV-093983	158.38
135537	RICHMOND, HEIDI	PV-093984	372.16
135538	RODAS, PHILLIP AND CAROLYN	PV-093985	166.59
135539	ROHDE, JAN &/OR JOY	PV-093986	107.06
135540	ROZO, ROXANNE	PV-093987	54.97
135541	SANDOR, LASZLO/COURTENAY	PV-093988	318.71
		PV-093989	207.16

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Warrant Number	Name of Payee	Reference Number	Amount
135542	SCHIEDOW, KIM & TODD	PV-093990	257.11
135543	SCHMID, DANIEL	PV-093991	134.09
135544	SHOOK, SIAN	PV-093992	327.49
135545	TANDLE, ROBYN	PV-094002	367.71
135546	TORRES, ANGELA	PV-093993	152.34
135547	TRITZ, RICHARD &/OR JULIE	PV-093994	148.48
135548	UNGOS, JAY AND MARIE	PV-093995	415.99
135549	VALENTA, RICHARD &/OR CLAUDIA	PV-093996	260.45
135550	WALKER, TRENT & MISTY	PV-093997	198.81
135551	WARD, GARY/JENNIFER	PV-093998	135.14
135552	WERTHEIM, CAROLYN	PV-093999	284.67
135553	WHETSTONE, CHRISTINE	PV-094000	173.96
135554	AARDVARK CLAY	PO-282825	424.16
135555	ADAPTIVE CHILD, THE	PO-284040	166.90
135556	BETTER BUSINESS RECORDS	PO-282134	45.64
135557	CAPISTRANO GOLF CARS	PO-280279	4,303.02
		PO-281423	265.87
135558	CHICKS SPORTING GOODS	PO-090244	205.59
		PO-283218	923.96
135559	COCHRANES OF OXFORD LTD	PO-283965	130.10
135560	COMPLETE DRUG & DNA TESTING	PO-281196	1,825.00
		PO-281197	910.00
135561	CORPORATE EXPRESS	PO-090234	152.18
		PO-280787	157.48
		PO-280803	44.02
		PO-282194	20.25
135562	DAKTRONICS INC	PO-284259	167.22
135563	DICK BLICK WEST	PO-284082	537.49
135564	DISCOUNT OFFICE SERVICES	PO-283235	69.76
135565	DYNAVOX SYSTEMS LLC	PO-284187	719.13
135566	ENABLING DEVICES	PO-283304	47.95
135567	EPOLY STAR	PO-284279	4,864.91
135568	FEDERAL EXPRESS CORP	PO-280932	340.05
135569	FREEWAY AUTO SUPPLY & MACHINE	PO-090088	85.90
		PO-282997	91.74
135570	GALE/CENGAGE	PO-283233	236.50
135571	GOPHER ATHLETIC/SPORTS	PO-284027	372.60
135572	HIRSCH PIPE & SUPPLY	PO-280350	402.65
135573	HOSPEQ INC	PO-284038	211.00
135574	INDUSTRIAL FORMULATORS INC	PO-283933	3,258.36
		PO-284280	1,515.40
135575	INFOGRIP	PO-283528	151.43
135576	IRON MOUNTAIN	PO-280441	181.82
135577	JIM'S MUSIC	PO-283986	160.00
135578	JOHNSTONE SUPPLY	PO-090154	1,367.32

Board of Trustees Warrant Listing  
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Warrant Number	Name of Payee	Reference Number	Amount
135579	JOSTENS	PO-282692	2,762.28
		PO-282944	1,899.07
135580	LAKESHORE LEARNING MATLS	PO-284033	432.51
135581	LAMA SEWING KITS	PO-282311	663.60
135582	LJ CREATE	PO-283784	56.50
135583	GLENCOE/JAMESTOWN PUBLISHERS	PO-283793	1,400.38
135584	CORPORATE EXPRESS	PO-280133	33.77
135585	DISCOUNT OFFICE SERVICES	PO-280755	41.75
135586	CORPORATE EXPRESS	PO-284222	253.42
135587	LEVENS, PATRICK W.	PV-094003	321.40
135588	CAPISTRANO UNIFIED SCHOOL DIST	PO-280222	67,400.83
135589	CONNECTICUT GEN LIFE INS CO	PO-280221	14,762.66
135590	CONNECTICUT GENERAL LIFE	PO-280220	33,683.95
135592	ART MASTERS INC	PO-281005	2,223.00
		PO-281006	2,379.00
		PO-282877	2,282.00
		PO-282880	2,857.00
135593	ATKINSON ANDELSON LOYA	PO-090232	2,423.88
		PO-281803	5,271.31
135594	DEMPSEY, MITCHELL	PO-283124	300.00
		PO-283125	50.00
135595	ORANGE CTY DEPT EDUC	PO-090253	190.00
135596	ORRICK HERRINGTON SUTCLIFF LL	PO-282241	3,539.75
135597	PACIFIC AUDIOLOGICS	PO-283047	19,230.00
135598	SAN DIEGO COUNTY	PO-090016	18,200.00
135599	AMERICAN LOGISTICS COMPANY LLC	PO-090278	7,430.00
135600	APPLE COMPUTER INC	PO-283914	8,295.24
		PO-283957	19,368.62
		PO-283959	11,932.03
		PO-284091	13,243.17
135601	CA OFFICE SYSTEMS INC	PO-280993	48.49
		PO-281033	9.00
135602	CINTAS CORP	PO-280281	500.06
135603	CIT TECH FINANCIAL SERVICES	PO-281948	163.00
		PV-094044	433.16
135604	CONSOLIDATED ELECT DISTR	PO-280243	2,696.83

Board of Trustees Warrant Listing  
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Warrant Number	Name of Payee	Reference Number	Amount
135605	DELL MARKETING L P	PO-090169	222.40
		PO-282644	8,634.86
		PO-282815	42,667.29
		PO-282816	19,755.47
		PO-282818	2,652.81
		PO-283103	2,017.10
		PO-283243	1,720.46
		PO-283709	16,924.77
		PO-283855	59,998.32
		PO-284170	13,409.62
		PO-284211	190.06
		PO-284286	44.48
		PO-284287	533.75
135606	DEPARTMENT OF JUSTICE	PO-280570	704.00
135607	DEPT IND RELATION/SAFETY	PO-282402	105.00
135608	EMPLOYMENT DEVELOPMENT DEPT	PV-093932	173,630.89
135609	ENTERPRISE FLEET SERVICES	PO-281632	1,175.05
135610	IMAGE 2000	PO-280179	114.29
		PO-280347	294.72
		PO-283404	541.42
135611	MARLIN LEASING	PO-280563	253.21
		PO-280801	290.93
		PO-281268	534.43
135612	MOULTON NIGUEL WATER	PO-280365	2,778.78
135613	MWB BUSINESS SYSTEMS	PO-281034	573.32
		PO-282190	1,120.60
135614	PAC TYPEWRITER & COMM	PO-280343	992.50
135615	PITNEY BOWES	PO-280936	508.00
135616	PRUDENTIAL OVERALL SUP	PO-280493	81.38
		PO-280928	17.53
135617	SAN DIEGO GAS & ELECTRIC	PO-280369	90,924.23
135618	SANTA MARGARITA WATER	PO-280346	2,225.66
135619	SMART & FINAL	PO-280818	56.83
		PO-281598	54.42
		PO-282017	117.62
		PO-282102	139.59
		PO-282386	117.36
		PO-282387	17.98
		PO-282388	31.17
135620	SO CAL EDISON CO	PO-280363	211,443.61
135621	SO CAL GAS CO	PO-280345	27,014.14
135622	SO COAST WATER DIST	PO-280359	139.68
135623	SOLAG / CR&R	PO-281410	491.83



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Warrant Number	Name of Payee	Reference Number	Amount
135624	TROXELL COMM INC	PO-283564	1,480.80
		PO-283572	762.87
		PO-283574	342.65
		PO-283575	124.99
135625	UNITED RENTALS NORTHWEST INC	PO-280357	6.47
135626	WELLS FARGO FINANCIAL LEASING	PO-280564	209.98
135627	XEROX CORPORATION	PO-090271	377.46
		PO-280444	3,254.16
		PV-093944	394.08
135628	CAMPBELL, GARY D	PO-283234	1,700.00
135629	MOBILE MODULAR	PO-281831	610.00
135630	ELTEC REFRIGERATION	PO-283308	2,548.00
135631	DELL MARKETING L P	PO-283896	29.08
135632	EDUC & COMM SUPPORTS	PO-090180	250.00
135633	MEDI KID CO	PO-284083	174.71
135634	MOUNTAIN HOME BIOLOGICAL	PO-283311	528.50
135635	MUNICIPAL UNDERGROUND SERVICES	PO-280394	700.00
135636	NEOPOST INC	PO-282039	425.61
135637	OFFICE DEPOT	PO-280182	397.65
		PO-280430	216.04
		PO-280639	1,203.40
		PO-281275	1,128.54
		PO-281785	8.54-
		PO-282488	58.85
		PO-283421	48.49
		PO-283935	325.84
		PO-284218	108.25
		PO-284291	131.11
135638	PEPPER-LOS ANGELES, J W	CL-081385	349.63
		PO-282208	706.99
		PO-283081	184.85
135639	POWER CHEVROLET IRVINE	PO-281709	876.89
135640	PREMIERE WATER SERVICES	PO-280396	1,125.00
135641	PSOC-WATERLINES TECHNOLOGIES	PO-282399	1,892.76
135642	R J COOPER & ASSOC INC	PO-284185	121.67
135643	READING LIONS CENTER	PO-284043	1,175.42
135644	RINCON TRUCK PARTS	PO-090280	4,142.25
135645	SATOR SOCCER	PO-283475	1,312.34
135646	SCHOLASTIC LIBRARY PUBLISHING	PO-090143	186.66
135647	SCHOOL BUS PARTS CO	PO-281055	565.58
135648	SCHOOLMASTERS	PO-283022	149.44
135649	SMOG EXPRESS	PO-281063	452.20
135650	SO COAST DISTRIBUTING CO	PO-281417	251.27
135651	SOUTH COAST MEDICAL GROUP	PO-280226	430.00
135652	SPICERS PAPER CO	PO-280389	2,784.47

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Warrant Number	Name of Payee	Reference Number	Amount
135653	SPORTS FACILITIES GROUP INC	PO-090099	13,225.00
135654	TRUCPAR CO	PO-281966	1,266.42
135655	TUTTLE-CLICK FORD	PO-090087	924.12
135656	WAXIE	PO-283945	1,709.70
		PO-284281	1,900.71
135657	ZOO PET STORE	PO-284220	64.30
135658	OFFICE DEPOT	PO-281765	579.62
135660	AT&T-CALNET2	PO-283432	6,217.72
		PO-283838	6,223.12
135661	RADIO SHACK ACCOUNTS REC	PO-280320	53.85
135662	SCHOOL MATE	PO-282653	341.00
135663	SOUTHWEST SCHOOL SUPPLY	PO-280124	119.77
		PO-280126	213.82
		PO-280181	393.06
		PO-280333	191.40
		PO-280429	47.75
135664	YOSEMITE WATER	PO-280998	14.35
135665	CORVEL ENTERPRISE COMP INC	PO-280209	199,080.74
135666	METROPOLITAN EMPLOYEES	PO-280223	3,695,006.58
		PO-280224	23,562.00
135667	HAZELRIGG RISH MANAGEMENT SVS	PO-280227	32,688.69
135668	1ST JON	PO-281363	256.32
135669	APPERSON	PO-284297	1,197.61
135670	ARCOIRIS RECORDS	PO-090133	510.84
135671	AXCESS VIDEO INC	PO-284241	2,203.49
135672	BARCODE INC	PO-284204	348.00
135673	BEE MAN	PO-280269	350.00
135674	BLAIRS TOWING	PO-090086	1,250.00
		PO-281075	125.00
135675	CA DEPT OF EDUCATION	PO-090246	4,704.00
135676	CARMEUSE INDUSTRIAL SANDS	PO-280918	2,046.42
135677	CAROLINA BIOLOGICAL SUPPLY CO	PO-284030	235.71
135678	CDWG Inc	PO-090056	2,982.53
		PO-090065	1,355.50
		PO-090067	3,388.74
		PO-090068	1,289.77
		PO-284098	429.93
		PO-284235	3,501.88
		PO-284236	8,810.72
		PO-284237	2,579.54
135679	CLARK SECURITY PRODUCTS	PO-280282	172.91
135680	COLLEGE BOARD	PO-090286	325.00

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Warrant Number	Name of Payee	Reference Number	Amount
135681	CORPORATE EXPRESS	PO-090129	86.37
		PO-090300	227.68
		PO-281786	429.86
		PO-282737	173.58
135682	CUMMINS CAL PACIFIC INC	PO-090085	488.11
135683	D.GILBERT & ASSOC/MESA GOLF CT	PO-090163	3,442.61
135684	DAIGGER SCIENCE ED WAREHOUSE	PO-090312	11.45
		PO-283009	54.29
135685	DEMCO INC	PO-284141	112.50
135686	DISCOUNT OFFICE SERVICES	PO-280118	103.40
135687	EDUCATIONAL RESOURCES	PO-284289	54.95
135688	FLINN SCIENTIFIC INC	PO-284018	1,289.21
135689	HITT MARKING DEVICE	PO-280528	56.82
135690	HOUGHTON MIFFLIN CO	PO-283843	215.60
135691	HYDRO-SCAPE PRODUCTS INC	PO-280899	243.32
135692	JIM'S MUSIC	PO-283579	164.15
135693	JOHN DEERE LANDSCAPES	PO-280902	236.33
135694	KELLY PAPER COMPANY	PO-283613	526.80
135695	KIRK PAPER	PO-280386	819.71
135696	LAWNMOWERS ETC	PO-280912	892.33
135697	LOOMIS	PO-280939	31.58
135698	LOS ANGELES FREIGHTLINER	PO-281378	666.71
135699	ARCOIRIS RECORDS	PO-090133	510.84
135700	CARLOS GUZMAN INC	PO-090270	1,500.00
135701	P A THOMPSON ENGR CO	PO-280297	252.00
135702	US BANK NATIONAL ASSOCIATION	PO-284240	770.00
135703	YMCA OF ORANGE COUNTY	PO-281139	8,106.99
135704	BERGMAN & DACEY INC	PO-284138	10,336.70
135705	DSA	PO-090293	2,782.74
135706	COMMERCIAL FENCE & IRON WORKS	PV-094083	4,228.00
135707	LPA	PO-283114	792.00
135708	PACIFIC MOBILE HOME CONS	PO-284080	22,829.58
135709	STRADLING YOCCA CARLSON	PO-284250	58,668.70
135710	URBAN CROSSROADS INC	PO-281615	666.85
135711	WLC ARCHITECTS INC	PO-082748	149,564.41
135712	BEST BEST & KRIEGER LLP	PO-281658	22,911.12
135713	GRIFFIN, WILLIAM	PO-283512	299.18
135714	LAW OFFICES OF CAROLINE A ZUK	PO-282393	24,453.94
135715	MCLANE-SEIDLER, LOUISA	PO-283193	1,050.00
135716	ORANGE COUNTY SHERIFF DEPT	PO-280999	32,275.25
135717	CITY OF SAN JUAN CAPISTRANO	PO-280368	3,663.83
135718	GOLD COAST HOT DOGGER TOURS	PV-094135	2,034.00
135719	IKON FINANCIAL SERVICES	PO-280561	964.37
		PO-280821	1,346.89
		PV-094148	888.95

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Warrant Number	Name of Payee	Reference Number	Amount
135720	IMAGE 2000	PO-280347	303.37
		PO-281030	434.14
135721	MOBILE COMM REPAIR INC	PO-284272	800.38
135722	MOULTON NIGUEL WATER	PO-280365	2,023.14
135723	ROADWAYS INTERNATIONAL INC	PV-094123	4,001.00
135724	SAN DIEGO GAS & ELECTRIC	PO-280369	58,861.70
135725	SO CAL GAS CO	PO-280345	3,329.33
135726	SPARKLETTS	PO-280677	25.13
		PO-280706	52.85
		PO-280931	6.00
		PO-280996	22.76
		PO-281603	12.35
		PO-281750	39.68
		PO-281752	8.57
		PO-282126	17.80
		PO-282786	6.05
		PO-283028	4.00
135727	THYSSENKRUPP ELEVATOR CORP	PO-280354	11,117.17
135728	TRANSPORTATION CHARTER SERVICE	PV-094134	9,435.50
135729	TROXELL COMM INC	PO-281485	148.70
		PO-282444	105.60
		PO-283987	644.35
135730	SPARKLETTS	PO-281913	4.10
		PO-281914	20.10
135731	SPARKLETTS	PO-280107	30.67
		PO-282127	18.27
		PO-282128	38.76
		PO-282129	18.46
		PO-282130	4.08
		PO-282131	4.02
		PO-282132	58.78
		PO-282788	4.11
135732	CAPISTRANO UNIFIED SCHOOL DIST	PO-280222	43,455.20
135733	AGUIRRE, ALINA	PV-094137	15.00
135734	BEYER, PATRICIA	PV-094136	270.18
135735	FUENTES, ALEXANDER	PV-094124	5.00
135736	GHANEVATI, SHERVIN	PV-094128	13.00
135737	GILLESPIE, CONNOR	PV-094126	69.00
135738	KLEHM, AMANDA	PV-094129	126.00
135739	LAVERING, MELANIE OR STEVE	PV-094127	389.00
135740	ALCARAZ, MARCELA	PV-094125	90.00
135741	A Z BUS SALES INC	PO-281059	561.45
135742	ABILITIES	PO-283795	417.35
135743	ADVANTAGE RADIATOR	PO-281060	1,160.38
135744	ALISO VIEJO AUTO SERVICE	PO-281708	1,328.74

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Warrant Number	Name of Payee	Reference Number	Amount
135745	ANAHEIM BAND INSTRUMENTS	PO-283766	379.00
		PO-284075	985.91
135746	ARAMARK UNIFORM SERVICE	PO-281371	1,244.68
135747	CAL HARDWARE CO	PO-280278	65.10
135748	CAL-STATE AUTO PARTS INC	PO-281377	485.36
135749	CAPISTRANO FORD	PO-281633	47.93
135750	CDWG Inc	PO-090084	2,215.35
		PO-090091	677.75
		PO-280446	83.39
135751	COMPLETE DRUG & DNA TESTING	PO-281196	975.00
		PO-281197	1,190.00
135752	CONSTRUCTIVE PLAYTHINGS	PO-283803	125.11
135753	CORPORATE EXPRESS	PO-280428	244.32
		PO-280785	61.74
		PO-281014	235.80
		PO-282737	497.93
135754	DRIVE SOLUTIONS	PO-090279	3,800.00
135755	E INSTRUCTION	PO-090299	1,332.00
135756	FACTORY MOTOR PARTS	PO-281053	818.22
135757	FREEWAY AUTO SUPPLY & MACHINE	PO-090088	239.51
135758	FRICTION MATERIALS CO.	PO-281379	5,920.88
135759	GANAHL LUMBER	PO-280405	181.23
135760	GEISENS AUTO UPHOLSTERY	PO-281064	348.49
135761	GOPHER ATHLETIC/SPORTS	PO-090010	187.75
135762	HIRSCH PIPE & SUPPLY	PO-280350	680.14
135763	INTERSTATE BATTERIES	PO-281058	1,067.36
135764	ISOCISER COMPANY INC	PO-284024	5,994.52
135765	JAMES PUBLISHING	PO-281582	57.80
135766	JASPER ENGINE & TRANSMISSION	PO-281376	3,219.00
135767	JOHNSTONE SUPPLY	PO-090154	22,299.97
135768	KELLY PAPER COMPANY	PO-283613	2,927.34
135769	KNORR SYSTEMS INC	PO-280404	834.85
		PO-282623	179.02
135770	LADYBUG WOODWORKING	PO-283715	529.88
135771	LIFETIME MEMORY PRODUCTS INC	PO-282592	369.58
		PO-283434	40.41
		PO-283446	29.09
		PO-283666	33.40
		PO-283953	44.89
		PO-284171	18.05
135772	LAKESHORE	PO-282360	279.09
135773	LAKESHORE LEARNING MATLS	PO-280954	197.13
135774	ABATEC INC	PO-282445	2,950.00
135775	XEROX CORPORATION	PO-283249	82,667.18
135776	ADAMS, KARA	PV-094138	272.11

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Warrant Number	Name of Payee	Reference Number	Amount
135777	ALPINE ACADEMY	PO-280200	2,400.00
135778	ALVARADO, CYNTHIA	CL-081939	42.42
		PO-281101	343.98
135779	ANTOCI, NATALIE	PO-281119	596.70
135780	BERG RYAN OD MS ED, JULIE	PO-283554	475.00
135781	BROWN RPT, SUSAN	PO-282144	540.00
135782	CARES	PO-280190	2,389.28
135783	CATHEDRAL HOME FOR CHILDREN	PO-281094	2,280.00
		PO-281095	2,280.00
		PO-281096	2,280.00
135784	CENTER FOR AUTISM &	PO-282867	1,573.37
135785	ESCO EAR SERVICE CORP	PO-090255	120.00
135786	EXCEPTIONAL EDUCATION SERVICES	PO-280511	1,703.75
135787	HERITAGE CENTER	PO-280197	1,836.00
135788	JANNEY, MICHAEL & VANESSA	PO-282866	181.80
135789	KAKUDA, BARBARA	PO-283886	1,200.00
135790	KENAN, DR. JOSEPH	PO-090211	97.50
135791	MAXIM HEALTHCARE SERVICES	PO-280473	2,093.00
		PV-094155	2,323.00
135792	MERRYMAN, STEVE	PO-282850	762.04
135793	OAK GROVE INSTITUTE	PO-284151	1,946.55
135794	ORANGE CTY DEPT EDUC	PO-281797	85,265.37
		PO-281798	308,836.64
		PO-281959	157,901.69
135795	PACIFIC PEDIATRIC THERAPY INC.	PO-280510	16,997.50
135796	PROGRESSUS THERAPY INC	PO-282528	8,760.00
135797	PROVO CANYON SCHOOL	PO-281677	2,736.00
		PO-282854	2,880.00
135798	PYRAMID AUTISM CENTER	PO-281117	3,375.00
		PO-281118	8,100.00
135799	RAINBOW CONNECTION	PO-090208	1,339.00
135800	RIPLEY, ANN	PO-280101	2,025.00
135801	RUSSO FLECK & ASSOCIATES	PO-090206	510.00
135802	SHILOH TREATMENT CENTER INC	PO-282848	2,385.00
135803	SPEECH & LANGUAGE DEVEL	PO-281103	2,589.75
135804	THERAPEUTIC EDUCATION CENTER	PO-090224	2,150.00
		PO-280203	3,010.00
		PO-281089	3,375.00
		PO-281090	3,150.00
		PO-281091	4,950.00
		PO-284150	3,375.00
135805	VISITING NURSE ASSOC	PO-282861	425.00
135806	WERTHEIMER-GALE & ASSOCIATES	PO-090207	78.00
		PO-281728	214.50
		PO-281729	630.50

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Warrant Number	Name of Payee	Reference Number	Amount
135807	ATKINSON ANDELSON LOYA	PO-283582	255.91
135808	BEYOND TECHNOLOGY	PO-284173	4,306.00
135809	BLIND CHILDRENS LRNG CTR	PO-282140	834.00
		PO-283553	562.50
135810	CAPSO	PO-283861	100.00
135811	CASBO	PO-090239	295.00
135812	DINERS CLUB	PV-094154	650.00
135813	INTERNATIONAL BACCALAUREATE NA	PO-284071	2,019.00
135814	KRANTZ, TRICIA ELIZABETH	PO-280103	1,620.00
135815	MILLER BROWN & DANNIS	PO-284208	15,719.29
135816	OCDE	PO-090338	50.00
		PO-284021	200.00
135817	ORANGE CTY DEPT EDUC	PO-283967	195.00
135818	RIVERSIDE PUBLISHING/DATA DIR	PO-283343	450.00
135819	SUMMIT PROFESSIONAL EDUCATION	PO-283365	149.00
		PO-283366	298.00
		PO-283367	149.00
135820	WEINBERG, HARRY C	PO-283964	1,000.00
135821	YMCA OF ORANGE COUNTY	PO-281894	19,921.07
135822	ANDREWS, JULIE	PV-094150	196.00
135823	NEELY, EDWIN S	PV-094149	1,731.10
135824	SAFFORD, MEG	PV-094152	731.50
135825	SOTEBEER, ELISABETH	PV-094151	471.10
135826	VEERA, SHANE	PV-094153	198.80
135827	STEIN, CHRISTINE E	PO-280985	1,680.00
135828	AT&T	PO-282495	19.75
135829	AT&T-CALNET2	PO-283838	159.79
135830	COX COMMUNICATIONS	PO-280949	69.11
135831	MARSHALL MUSIC	PO-283253	524.89
135832	PARKHOUSE TIRE INC.	PO-281372	2,165.13
135833	PRECISION AIR COND & MECH INC	PO-280317	538.75
		PO-282105	4,861.90
135834	PSOC-WATERLINES TECHNOLOGIES	PO-282399	1,760.04
135835	QUICK SORT INC	PO-280930	536.42
135836	RADIO SHACK ACCOUNTS REC	PO-280320	168.10
135837	RALPHS GROCERY CO	PO-090043	27.60
		PO-280687	144.60
		PO-280733	181.10
		PO-280819	204.79
		PO-282019	30.59
		PO-282374	200.44
		PO-284199	22.45
135838	READING LIONS CENTER	PO-283724	1,701.59
135839	SKYLIGHT PUBLISHING	PO-282990	574.80
135840	SO COAST DISTRIBUTING CO	PO-281417	38.57

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Warrant Number	Name of Payee	Reference Number	Amount
135841	STEVE DICKENS AQUATIC SYSTEMS	PO-281600	613.84
135842	ULTIMATE OFFICE	PO-282523	104.70
		PO-283083	133.25
135843	UNITED INDUSTRIES	PO-283491	54.21
135844	UNITED PARCEL SERV	PO-280933	4,500.00
135845	UNITED TRANSMISSION EXCHANGE	PO-282225	312.36
135846	UNITRON HEARING	PO-281862	7.50
135847	US GAMES	PO-282686	113.42
135848	VISTA PAINT CORP	PO-280406	220.38
135849	WAL MART COMMUNITY	PO-282383	600.00
135850	WENGER CORPORATION	PO-283996	922.19
135851	WHITE CAP INDUSTRIES INC	PO-281427	562.33
135852	RALPHS GROCERY CO	-	
		PO-280104	376.58
		PO-280106	15.39
		PO-280735	541.97
		PO-280736	368.98
		PO-280737	29.78
		PO-280738	311.06
		PO-280739	1,061.74
		PO-280740	164.91
		PO-280817	1,672.14
		PO-282677	269.73
		PO-283969	42.40
135853	RALPHS GROCERY CO	PO-283970	222.22
		PO-283973	125.38
		PO-283974	34.01
135854	WAL MART COMMUNITY	PO-280726	89.87
		PO-280727	243.85
		PO-280729	36.74
		PO-280730	83.58
135855	CABRAL ROOFING & WATERPROOFING	PO-282761	598.50
135856	GILBERT & STEARNS INC	PV-094143	2,925.00
135857	SPRINT/NEXTEL COMMUNICATIONS	PV-094144	2,985.62
135858	TANDUS SPECIALIZED MARKETS	PO-283616	1,157.30
135859	GILBERT & STEARNS INC	PV-094145	6,861.28
135860	APPLE COMPUTER INC	PO-280445	33.84
135861	BANC OF AMERICA LEASING	PO-280830	915.87
		PO-280995	431.00
135862	CA OFFICE SYSTEMS INC	PO-280993	17.11
135863	CERTIFIED TRANSPORTATION	PV-094263	400.00
135864	CINTAS	PO-282313	255.94
135865	CINTAS	PO-280210	72.00
		PV-094170	48.00



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Warrant Number	Name of Payee	Reference Number	Amount
135866	CINTAS CORP	PO-280281	500.06
		PO-281626	120.40
135867	DANBRU WIRE & CABLE INC	PO-280402	1,508.50
135868	DELL MARKETING L P	PO-090167	145.45
		PO-090171	145.45
		PO-090185	48.48
		PO-284101	1,509.35
135869	IKON FINANCIAL SERVICES	PV-094270	1,012.87
135870	IMAGE 2000	PO-280115	129.15
		PO-280347	326.01
135871	MCPAHAN DESK INC	PO-284079	5,996.54
		PO-284230	3,367.73
135872	MOBILE COMM REPAIR INC	PO-281364	1,952.43
135873	MWB BUSINESS SYSTEMS	PO-280469	129.09
		PO-280470	460.62
135874	PRUDENTIAL OVERALL SUP	PO-280493	184.78
		PO-281736	67.43
135875	SAN DIEGO GAS & ELECTRIC	PO-280369	85,246.99
135876	SANTA MARGARITA WATER	PO-280346	837.55
135877	SHARP ELECTRONICS CORP	PO-282486	307.74
135878	SHARP ELECTRONICS CREDIT CO	PO-090315	3,068.19
135879	SMART & FINAL	PO-282017	9.09
		PO-282386	148.66
		PO-282455	27.04
135880	SO CAL EDISON CO	PO-280363	3,792.56
135881	SO CAL GAS CO	PO-280345	9,576.96
135882	SPARKLETTES	PO-090391	33.74
		PO-281750	6.00
135883	THYSSENKRUPP ELEVATOR CORP	PO-280354	1,510.00
135884	TRANSPORTATION CHARTER SERVICE	PV-094265	3,142.50
135885	UNION BANK OF CALIFORNIA	PO-281900	8,418.84
135886	XEROX CORPORATION	PO-280440	4,919.78
		PO-283180	32.73
135887	SMART & FINAL	PO-280108	268.12
135888	ELTEC REFRIGERATION	PO-283308	2,548.00
135889	CULVER-NEWLIN INC	PO-090409	2,665.03
135890	CAPISTRANO UNIFIED SCHOOL DIST	PO-280222	71,527.68
135891	RELIANCE STANDARD LIFE INS CO	PO-280217	14,756.25
135892	VISION SERVICE PLAN	PO-280219	80,220.28
135893	BLUE BIRD CORPORATION	PO-090388	92,365.40
135894	ANDRUS, SAMANTHA	PV-094200	84.24
135895	ANTONIUS, LYNDIA	PV-094201	189.54
135896	ARTINGER, TRACEY	PV-094203	72.54
135897	BENE, CHERI	PV-094205	107.64
135898	BIEBER, RAYMOND	PV-094206	49.14

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Warrant Number	Name of Payee	Reference Number	Amount
135899	BLITCH, KRISTA	PV-094207	405.99
135900	BRADY-NELSON, KAREN	PV-094208	696.16
135901	BRANNON, DESIREE	PV-094209	264.42
135902	BRAUN, C. ANNE	PV-094210	63.18
135903	BROOKMAN, JOSEPH	PV-094212	302.88
135904	BROWN, AMY	PV-094213	145.08
135905	BROWNE, CAROLE	PV-094214	63.18
135906	BUTLER, SUSAN	PV-094215	121.68
135907	CAMPBELL, SHADA	PV-094216	122.85
135908	CARLISLE, TERESA	PV-094217	17.56
135909	CHUA, GWYNETH H	PV-094218	53.24
135910	COLLINGS, JANICE	PV-094219	59.09
135911	CORNEJO, EDUARDO	PV-094221	134.55
135912	CRAW, SARA JO	PV-094222	37.44
135913	DARLING, MARTY	PV-094223	214.11
135914	DEWEES, JULIA K	PV-094224	59.67
135915	DOUGLAS, TERRI A.	PV-094225	327.60
135916	EDEN, CRIS	PV-094226	76.05
135917	ENGELKEN, APRIL	PV-094227	14.04
135918	ENGLISH, LAUREN	PV-094228	87.75
135919	EXWORTHY, MARK	PV-094229	225.81
135920	GAMACHE, PATRICIA	PV-094232	63.32
135921	GARCIA JR, JOE	PV-094233	60.26
135922	GARRISON, SANDRA L.	PV-094234	8.78
135923	GHOTBI, MARY	PV-094236	311.22
135924	GLESENER, PATRICIA	PV-094237	37.44
135925	GONG, PHOEBE	PV-094238	255.65
135926	HANRATTY, JENNIPHER	PV-094239	53.24
135927	HARMAN, NANCY	PV-094240	124.61
135928	HERNANDEZ, MARLO	PV-094241	45.63
135929	HEUSER, RACHEL	PV-094242	238.10
135930	HIGHTOWER, SHERLIN	PV-094243	108.81
135931	HOGBIN, RICH	PV-094244	71.37
135932	KARL-DIXON, SUSAN	PV-094245	3.51
135933	KENNEY, VALERIE	PV-094246	38.61
135934	KIMMELL-CAMOIA, JULIE	PV-094247	197.15
135935	KROGMAN, DEBRAH	PV-094248	38.03
135936	LEWIS, DAWN	PV-094249	26.33
135937	MACKAY, FRANCES	PV-094252	99.45
135938	MALDONADO, ADRIAN	PV-094253	118.17
135939	MATIENZO, NINA RIE	PV-094254	284.31
135940	MCGANN, DIANE M	PV-094250	506.62
135941	MEISSNER, ANDREA	PV-094255	298.94
135942	MELENDREZ, MARGO	PV-094257	6.44
135943	MENDEL, LINDA	PV-094258	189.54

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Warrant Number	Name of Payee	Reference Number	Amount
135944	BEAHM, BROOKE	PV-094204	136.89
135945	COPE, MARY	PV-094220	111.15
135946	FREY, DEBORAH	PV-094230	8.19
135947	GAST, LUCIBEL	PV-094235	1.76
135948	GLESENER, PATRICIA	PV-094237	30.42
135949	MCMURRAY, JOYCE	PV-094251	153.27
135950	BROCKMAN, CARY	PV-094211	108.81
135951	ABLENET INC	PO-090106	217.72
135952	ACADEMIC SUPERSTORE	PO-284068	504.61
135953	ACT	PO-282520	269.38
135954	ADVANTAGE RADIATOR	PO-281060	1,315.78
135955	ALLIANCE DATACOM	PO-284284	12,910.00
135956	ARAMARK UNIFORM SERVICE	PO-281371	323.24
135957	ARBOR SCIENTIFIC	PO-283747	7,354.70
135958	ARTESIA SAWDUST	PO-284166	2,880.97
135959	BETTER BUSINESS RECORDS	PO-282134	14.98
135960	BLAIRS TOWING	PO-090086	250.00
135961	CAPISTRANO GOLF CARS	PO-281422	1,667.91
		PO-281423	112.59
135962	CDWG Inc	PO-090183	67.29
		PO-280446	13.55
135963	CLASSROOM DIRECT COM LLC	PO-090177	122.71
135964	COMMERCIAL LANDSCAPE SUP. INC.	PO-280900	295.22
135965	COMPLETE DRUG & DNA TESTING	PO-281196	1,500.00
		PO-281197	490.00
135966	CONTINENTAL BOOK COMPANY INC	PO-283555	251.16
135967	CORPORATE EXPRESS	PO-090093	984.85
		PO-280119	76.01
		PO-281786	124.79
		PO-282008	138.80
		PO-282460	251.91
		PO-282737	246.50
135968	DICK BLICK WEST	PO-284041	615.77
		PO-284042	244.54
135969	DUNN-EDWARDS CORP	PO-280244	193.12
135970	ENHANCED VISION	PO-090122	1,846.37
135971	EPOLY STAR	PO-090216	1,734.78
		PO-090220	9,729.83
		PO-090223	9,018.68
135972	EVERYTHING MEDICAL	PO-090214	204.80
135973	EXCEPTIONAL TEACHING INC	PO-090258	46.05
135974	AMERICAN COUNCIL ON EDUCATION	PO-090401	710.00
135975	CERTIFIED AD SERVICES	PO-284167	28,056.95
135976	CORPORATE EXPRESS	PO-280133	686.66
135977	FLEET SERVICE SPECIALISTS LLC	PO-281380	2,826.16

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Warrant Number	Name of Payee	Reference Number	Amount
135978	FOLLETT LIBRARY RESOURCES	PO-284265	1,790.75
		PO-284266	5,171.66
135979	GALE/CENGAGE	PO-283233	641.30
135980	GANAHL LUMBER	PO-280405	145.43
135981	GANDER EDUCATIONAL PUBLISHING	PO-090110	131.83
135982	GEOMETRO	PO-283831	306.50
135983	GREAT BOOKS FOUNDATION	PO-283779	251.52
		PO-284061	865.11
135984	H W WILSON COMPANY	PO-090303	248.00
135985	HEINEMANN	PO-090111	262.96
135986	HIRSCH PIPE & SUPPLY	PO-280350	480.62
135987	HOUGHTON MIFFLIN RECEIVABLES	PO-284260	3,125.00
135988	INTERSTATE BATTERIES	PO-281058	635.20
135989	JAYPRO SPORTS	PO-090423	1,400.62
135990	JOHN DEERE LANDSCAPES	PO-280902	98.06
135991	JOHNSTONE SUPPLY	PO-090154	5,687.84
135992	KELLY PAPER COMPANY	PO-283613	1,159.48
135993	LOCAL JANITORIAL & VACUUM	PO-281425	63.44
		PO-281459	448.17
135994	THE LIFE TRENDS GROUP TLTG INC	PO-082604	1,497.73
135995	HANDWRITING W/O TEARS	PO-283797	176.55
135996	MARMOLIJO, MANUEL	PV-094261	323.24
135997	MEYER, AUSTIN	PV-094280	77.00
135998	MIGUES, MARY	PV-094287	401.00
135999	MOE, KENNETH L	PV-094289	28.32
		PV-094301	21.44
		PV-094309	660.00
136000	MOORE, TAMMY	PV-094285	201.00
136001	MURPHY, SEAN	PV-094297	38.00
136002	MURRAY, CECILIE	PV-094288	221.00
136003	NIXON, ROBYN	PV-094298	44.20
136004	OCEGUERA, JULIO	PV-094278	68.00
136005	ORANGE COUNTY ACADEMIC DECA	PV-094272	1,100.00
136006	PERGUSON, LAURA	PV-094294	401.00
136007	PLETT, TAMMY	PV-094283	200.00
136008	RAO, PRATAP	PV-094276	71.00
136009	RAVELLETTE, MIKE	PV-094307	105.00
136010	RAYA, KATIE	PV-094281	201.00
136011	RICHARDS III, EDWARD	PV-094300	15.00
136012	ROMANO, ANTHONY	PV-094273	75.00
136013	SANDOR, CHRISTIAN	PV-094296	78.00
136014	SANDOVAL, LOUIS	PV-094292	100.00
136015	SIMON, BETH	PV-094274	201.00
136016	SMITH, LINDA	PV-094305	20.01
136017	SOTO, SHANNON	PV-094262	447.75

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136018	STAGGS, DAKOTA	PV-094299	49.00
136019	SUMMERS, STEVEN	PV-094295	30.00
136020	SUTTON, MARK	PV-094302	200.00
136021	THIBEAU, LORI	PV-094277	43.10
136022	TISALAN, RON	PV-094306	80.00
136023	TRAVIS, IRENE	PV-094291	361.00
136024	TRINDL, ALEXANDER	PV-094308	80.00
136025	TULLY, NATHAN	PV-094304	70.00
136026	VALERIANO, MARBELLA	PV-094279	15.00
136027	VANHOUSE, SHANNON	PV-094275	161.00
136028	WARREN, MARY LYNN	PV-094293	389.00
136029	WIESNER, MARIA	PV-094260	401.00
136030	WIGTON, BRADEN	PV-094290	32.00
136031	COX COMMUNICATIONS	PO-280949	2,555.98
136032	MACMILLAN/MCGRAW-HILL	-	
		PO-081981	35,483.44
		PO-081988	25,204.09
		PO-081996	43,296.30
		PO-082002	24,644.70
		PO-082012	27,454.02
136033	MACMILLAN/MCGRAW-HILL	PO-284254	9,632.76
136034	MCGRAW-HILL COMPANIES	PO-283634	238.65
		PO-283817	784.26
		PO-284252	180.89
136035	NATIONWIDE FIRE PROTECTION	PO-280952	1,690.00
136036	PEARSON	PO-090053	1,611.55
136037	PEARSON ASSESSMENTS	PO-090182	334.43
		PO-282812	789.25
136038	PEARSON EDUCATION	CL-081396	8,574.93
		PO-280152	5,283.68
		PO-280155	11,929.64
		PO-280861	2,359.40
		PO-282026	5,812.06
		PO-283952	348.63
		PO-284035	354.34
136039	PEARSON EDUCATION INC	PO-283828	15,759.69
136040	PRAXAIR	PO-280314	75.69
		PO-281073	26.27
		PO-284019	15.11
136041	PSOC-WATERLINES TECHNOLOGIES	PO-282399	1,477.11
136042	RALPHS GROCERY CO	PO-280733	33.67
		PO-280819	43.98
136043	REALITYWORKS INC	PO-284275	4,870.65
136044	RINCON TRUCK PARTS	PO-090054	169.44
136045	SANTA FE JEWELERS SUPPLY	PO-090139	276.85

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Warrant Number	Name of Payee	Reference Number	Amount
136046	SCOTT FORESMAN	PO-282262	8,467.68
		PO-284253	891.69
136047	TARGET SPECIALTY PROD	PO-280892	3,266.59
136048	UNIQUE SWEEPING	PO-282038	252.00
136049	WAXIE	PO-281418	1,564.87
		PO-283985	536.12
136050	WESTERN GRAPHIX	PO-280362	175.00
136051	WESTERN PSYCH SERVICES	PO-284290	438.55
136052	WOODWIND & BRASSWIND	PO-280953	157.49
136053	WRIGHT GROUP, THE	PO-282844	233.10
136054	YOSEMITE WATER	PO-280998	39.55
136055	RALPHS GROCERY CO	PO-280685	70.34
		PO-282677	81.39
136056	PRECISION AIR COND & MECH INC	PO-284293	8,761.41
136057	STATE BD EQUALIZATION	PV-094256	3,987.00
136058	ART MASTERS INC	PO-281000	1,490.00
		PO-281001	2,035.00
		PO-281003	2,080.00
		PO-281004	2,103.00
		PO-281135	3,258.00
136059	BEYER, DR PATRICIA	PO-281641	5,000.00
		PO-281645	4,500.00
		PO-281647	5,000.00
		PO-281660	5,000.00
		PO-281801	31,380.00
136060	CMI EDUCATION INSTITUTE INC	PO-090196	159.00
136061	COMMUNITY DISCOUNT CARDS	PO-090381	310.00
136062	CONCORDIA UNIVERSITY	CL-081953	325.00
136063	DESTINATION IMAGINATION	PO-283870	220.00
136064	LEARNING HEADQUARTERS	PO-284169	2,586.80
136065	LPR PUBLICATIONS	PO-283227	1,045.00
136066	MEET THE MASTERS	PO-082612	3,272.00
		PO-082614	2,110.00
		PO-280032	2,225.00
		PO-282876	1,308.00
		PO-282879	2,163.00
		PO-284117	2,700.00
136067	PEPPERDINE UNIVERSITY GSEP	PO-282242	31,083.75
		PO-282243	3,990.00
		PO-282244	4,363.20
136068	SCHOOL SERVICES OF CALIF	PO-090041	700.00
136069	SOUTHERN CA VOCAL ASSOC.	PO-090342	150.00
136070	T DAVIS & ASSOCIATES INC	PO-280500	3,333.40
136071	THINKING MAPS INC	PO-280682	2,590.00
136072	YMCA OF ORANGE COUNTY	PO-283463	19,339.85

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Warrant Number	Name of Payee	Reference Number	Amount
136073	CALIFORNIA EDUCATIONAL CENTERS	PV-094286	4,423.30
136074	SMART FOUNDATION, THE	PV-094282	3,308.20
136075	BARBI ALLEN	PO-282046	7.15
136076	ORANGE COUNTY DEPT OF EDUCATIO	PO-284179	15.00
136077	ORANGE CTY DEPT EDUC	PO-283143	30.00
136078	STEIN, CHRISTINE E	PO-280985	3,360.00
136079	AON CONSULTING	PO-284261	2,500.00
136080	ACES	PO-280883	4,606.25
		PO-282159	1,491.10
136081	AUGUSTIN EGELSEE LLP	PO-090190	4,000.00
136082	AUTISM BEHAVIOR CONSULTANTS	PO-283560	3,300.00
136083	AUTISM SPECTRUM THERAPIES	PO-281214	2,799.35
136084	BEACH M.A. CCC-SLP, JOELLE	PO-284134	1,380.00
136085	BERG RYAN OD MS ED, JULIE	PO-283554	380.00
136086	CASE, JILL	PV-094303	5,606.87
136087	CENTER FOR AUTISM &	PO-281217	1,479.88
136088	CREATIVE SOLUTIONS FOR AUTISM	PO-090212	3,050.00
136089	DEVEREUX FOUNDATION	PO-281681	1,312.00
136090	DEVEREUX TEXAS TREATMENT	PO-281093	2,392.86
		PO-284152	2,644.74
136091	EDUCATIONAL BASED SERVICES	PO-281802	5,651.25
136092	FARRELL, MIN KIM AND DONALD	PO-282518	375.00
136093	LEISURE CARE	PO-280186	4,256.00
		PO-280187	627.00
136094	MCILLVAIN, STEPHANIE & PATRICK	PO-090191	1,335.00
136095	ORANGE CTY TESTING SERV	PO-281669	42.00
136096	PILOT, KEVIN	PO-281120	719.44
136097	READING AND LANGUAGE CENTER	PO-090352	680.00
136098	RUSSO FLECK & ASSOCIATES	PO-090206	425.00
136099	SANDOR, LASZLO/COURTENAY	PO-281163	1,007.40
136100	WESTSHIELD ADOLESCENT SERVICES	PO-280239	4,660.50
136101	AT&T-CALNET2	PO-283838	9.45
136102	MARSHALL MUSIC	PO-284032	287.89
136103	MIKE DEBELLIS	PO-280810	660.00
136104	MISSION VIEJO GLASS	PO-280400	325.00
136105	MOUNTAIN WATER COMPANY	PO-283350	34.00
136106	MUSIC IN MOTION	PO-283390	78.85
136107	ORANGE CO. HEALTH CARE AGENCY	PO-090344	56.25
136108	POWER CHEVROLET IRVINE	PO-281709	4,032.37
136109	RAND MCNALLY & CO	PO-284065	653.99
136110	SAN JOAQUIN CTY OFFICE OF EDUC	PO-090395	400.00
136111	SENSORY EDGE	PO-283449	129.66
136112	SOUTH COAST MEDICAL GROUP	PO-280226	110.00
136113	SOUTHLAND INSTRUMENTS	PO-280625	4,705.37
136114	SPICERS PAPER CO	PO-280389	1,282.76

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Warrant Number	Name of Payee	Reference Number	Amount
136115	SPORTS FACILITIES GROUP INC	PO-090112	17,310.00
136116	TONY'S LOCKSMITH SERVICE	PO-280355	250.00
136117	WAL MART COMMUNITY	PO-280686	16.16
136118	XPEDX - LOS ANGELES PRINTING	PO-090222	6,943.40
136119	CB RANCH ENTERPRISES	PO-090320	1,000.00
136120	CENTENNIAL HERITAGE MUSEUM	PO-090321	770.00
		PO-090323	842.00
136121	DISCOVERY SCIENCE CENTER	PO-090014	757.00
136122	DONNA O'NEIL LAND CONSERVANCY	PO-090029	200.00
136123	LEARNING ADVENTURES & MEDIA	PO-090335	250.00
136124	MISSION SAN JUAN CAPISTRANO	PO-284023	864.00
136125	OCEAN INSTITUTE	PO-090034	695.00
		PO-090422	500.00
136126	SEA WORLD SAN DIEGO	PO-283206	13,900.00
136127	ALDATZ, KADY	PV-094271	71.00
136128	APPLE COMPUTER INC	PO-280445	29.60
136129	ARROWHEAD WATER	PO-280676	9.69
136130	CAPO-LAGUNA BEACH ROP	CM-090064	237.20-
		PV-094311	28,190.70
136131	CINTAS CORP	PO-280281	500.06
		PO-281626	60.20
136132	CIT TECH FINANCIAL SERVICES	PO-281535	619.56
136133	CITY OF SAN CLEMENTE	PO-280366	94.04
136134	CITY OF SAN JUAN CAPISTRANO	PO-280368	4,294.27
136135	DANBRU WIRE & CABLE INC	PO-090096	151.10
136136	DELL MARKETING L P	PO-090170	34.46
		PO-283627	1,707.44
		PO-283749	1,753.28
136137	IMAGE 2000	PO-090405	599.70
136138	MOULTON NIGUEL WATER	PO-280365	2,343.08
136139	SAN DIEGO GAS & ELECTRIC	PO-280369	2,934.93
136140	SANTA MARGARITA WATER	PO-280346	8,246.79
136141	SILVER STATE COACH INC.	PV-094342	4,592.28
136142	SMART & FINAL	PO-280287	89.57
		PO-281598	88.06
136143	SO CAL EDISON CO	PO-280363	33,337.96
136144	SO CAL GAS CO	PO-280345	6,030.67
136145	SPARKLETTS	PO-090424	177.65
136146	ARROWHEAD WATER	PO-281918	31.13
136147	MORROW, ELYSE	PV-094313	105.89
136148	NESTOR, GREGORY	PV-094314	64.35
136149	NORMAN, MARY	PV-094315	118.17
136150	O'TONER, ERIC M	PV-094316	60.26
136151	PATERSON, ELIZABETH	PV-094317	85.41
136152	PINKERTON, DAN	PV-094318	149.18



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Warrant Number	Name of Payee	Reference Number	Amount
136153	RAFF, DEIDRE	PV-094319	312.39
136154	RIEGERT, KAREN	PV-094320	485.56
136155	RODRIGUEZ, LAURA	PV-094321	125.19
136156	ROGERS, MALISSA	PV-094322	19.31
136157	ROSE, LINDA	PV-094323	84.83
136158	SCHWENN, MARIAN	PV-094324	51.48
136159	SHAPLAND, CHERYL	PV-094325	129.29
136160	SHUMATE, DAGMAR	PV-094326	139.23
136161	SKINNER, PHILLIP	PV-094327	26.33
136162	SUNICO, MA REGINA	PV-094328	95.36
136163	TABARI, LISA SEYEDI	PV-094329	135.14
136164	TARKINGTON, CONNIE	PV-094330	36.27
136165	TERHUNE, CYNTHIA	PV-094331	144.50
136166	TUNULI, JESSICA	PV-094332	204.17
136167	VARGAS, DAVID	PV-094333	284.90
136168	WALTERS, ELAINE	PV-094334	46.22
136169	WANDERS, CHAD	PV-094335	5.85
136170	WEIS-DAUGHERTY, DENISE	PV-094336	174.92
136171	WHALEN, ANDREA	PV-094337	353.93
136172	WHITE, BRANDI	PV-094338	105.30
136173	WILLEY, ELIZABETH	PV-094339	12.87
136174	WINSTON, LEISA	PV-094340	78.21
136175	YOGI, STACY	PV-094341	68.45
136176	ABLENET INC	PO-090284	2,132.73
136177	ACHIEVEMENT PRODUCTS	PO-284085	635.43
136178	ALPHA SOUND AND LIGHTING	PO-280263	466.70
136179	ANNENBERG MEDIA	PO-090264	582.98
136180	BATTERIES PLUS	PO-281720	52.26
136181	BEE MAN	PO-280269	470.00
136182	C D T INC.	PO-280283	55.00
136183	CDWG Inc	PO-280446	156.24
136184	CONTINENTAL BOOK COMPANY INC	PO-090257	114.07
136185	DENAULT'S HARDWARE	PO-280894	102.37
		PO-281061	2.04
136186	DISCOUNT OFFICE SERVICES	PO-281016	57.08
136187	GANAHL LUMBER	PO-280405	144.55
136188	GOPHER ATHLETIC/SPORTS	PO-282672	179.29
136189	HEINEMANN	PO-090113	450.97
136190	INDUSTRIAL FORMULATORS INC	PO-090221	5,818.50
136191	JOHNSTONE SUPPLY	PO-090154	12,729.58
136192	LAKESHORE LEARNING MATLS	PO-090176	353.52
136193	LAWNMOWERS ETC	PO-280912	241.18
		PO-283940	366.18
136194	LESLIES SWIMMING POOL SUPPLY	PO-280290	173.91
136195	LIFETIME MEMORY PRODUCTS INC	PO-282915	19.40

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Warrant Number	Name of Payee	Reference Number	Amount
136196	CHILDCRAFT	PO-283780	528.37
136197	A&E HOME VIDEO	PO-283809	128.80
136198	GLAXOSMITHKLINE	PO-280212	952.40
136199	BAKOVIC, STEPHENIE	PV-094348	29.10
136200	BENEFIELD, STEVE	PV-094350	147.41
136201	FARRIER, AMY L	PV-094349	140.00
136202	HENRY, JUDITH	PV-094351	212.79
136203	CABRAL ROOFING & WATERPROOFING	PV-094347	6,416.00
136204	CAPISTRANO CONNECTIONS ACADEMY	PO-280490	304,996.00
136205	DAVID TAUSSIG ASSOC INC	PO-082294	66,660.33
136206	HARDY & HARPER INC	PO-284189	6,306.00
136207	JOURNEY CHARTER SCHOOL	PO-280489	53,787.00
136208	OPPORTUNITY FOR LEARNING	PO-280487	37,923.00
136209	PRIME PAINTING CONTRACTORS INC	PO-281290	14,352.00
136210	TANDUS SPECIALIZED MARKETS	PO-284188	20,323.88
136211	CAPISTRANO CONNECTIONS ACADEMY	PV-094352	58,624.31
136212	OPPORTUNITY FOR LEARNING	PV-094355	5,702.78
136213	CABRAL ROOFING & WATERPROOFING	PO-283961	14,613.00
136214	HARDY & HARPER INC	PO-281963	3,090.40
136215	PRIME PAINTING CONTRACTORS INC	PV-094393	6,400.00
136216	TANDUS SPECIALIZED MARKETS	PO-281960	1,001.89
136217	BERGMAN & DACEY INC	PO-284138	9,315.50
136218	BOWIE ARNESON WILES &	PO-090030	923.00
136219	DOLINKA GROUP LLC	PO-283354	1,837.50
136220	GILBERT & STEARNS INC	PV-094375	2,842.76
136221	PLANNING CENTER, THE	PO-284108	2,845.00
		PO-284111	3,305.00
136222	STRADLING YOCCA CARLSON	PO-284250	6,200.00
136223	WLC ARCHITECTS INC	PO-082748	141,710.87
136224	MOBILE FLEET WASH	PO-281051	832.00
136225	MOORES MUFFLER SER, DOUG	PO-281068	695.33
136226	ONE STOP BINDERY	PO-280387	1,275.00
136227	PARKHOUSE TIRE INC.	PO-282769	11,039.10
136228	PEARSON EDUCATION	PO-280843	2,091.75
136229	PEPPER-LOS ANGELES, J W	PO-280958	57.44
136230	PHONAK INC	PO-281689	861.91
		PO-281690	109.49
		PO-281691	187.39
		PO-283796	48.49
136231	POWER CHEVROLET IRVINE	PO-281709	7,591.87
136232	PRAXAIR	PO-281073	25.55
136233	PRO PIANO MOVERS	PO-280957	210.00
136234	QUALITY TOWING	PO-281081	111.00
136235	RALPHS GROCERY CO	PO-280733	103.98
		PO-281597	445.09

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Warrant Number	Name of Payee	Reference Number	Amount
136236	RICKS TRAILER SUP	PO-281062	47.65
136237	RINCON TRUCK PARTS	PO-090054	1,557.37
136238	SCHAEFFER MFG	PO-281375	4,812.95
136239	SEHI COMPUTER	PO-090080	446.09
		PO-090081	69.84
		PO-090092	120.19
		PO-090235	225.55
		PO-280791	823.57
		PO-281531	2,982.01
		PO-282014	4,995.18
		PO-283934	400.28
		PO-283946	7,999.36
		PO-284100	1,226.65
		PO-284146	562.70
		PO-284161	819.35
		PO-284209	301.46
		PO-284210	613.33
		PO-284213	461.54
		PO-284214	44.33
		PO-284276	6,788.25
136240	SHORECLIFFS AUTO SERVICE	PO-281885	420.07
136241	SMOG EXPRESS	PO-281063	350.75
136242	SO COAST AIR QULTY MGMT	PO-281048	10.90
		PO-281703	994.08
136243	SO COAST DISTRIBUTING CO	PO-281417	243.95
136244	SOUTHERN COUNTIES OIL CO	PO-281370	12,217.85
136245	STATE WATER RES CTRL BRD	PO-281887	1,008.00
136246	TOXGUARD FLUID TECHNOLOGIES	PO-282224	447.65
136247	TRUCPAR CO	PO-281966	218.81
136248	WRESTLER'S WORLD	PO-283026	403.70
136249	ZOO PET STORE	PO-284220	151.20
136250	RALPHS GROCERY CO	PO-280735	93.39
136251	ADAMS, CELESTE	PV-094356	1,215.41
136252	ALFANO, JOSEPH/VERONICA	PV-094357	139.47
136253	AVAL, SOHEIL	PV-094358	603.54
136254	BADGER, HOLLY &/OR THOMAS	PV-094359	106.47
136255	BANH, JULIE/NAM	PV-094360	723.14
136256	BELLOMO, PHILIP &/OR KATHY	PV-094361	139.40
136257	BERGMAN, TODD	PV-094362	231.66
136258	BHAVANI, RENUKA S	PV-094363	289.27
136259	BLACKABY, ELIZABETH	PV-094364	295.94
136260	BOCKLER, BRIAN & TINA	PV-094365	201.15
136261	BODO, JOHN & TERA	PV-094366	864.89
136262	CUHAROGLU, MEHMET &/OR BELGIN	PV-094367	917.51
136263	DRAGOTTO, DAVID &/OR NATALIE	PV-094368	1,149.90

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Warrant Number	Name of Payee	Reference Number	Amount
136264	DUFF, SUSAN &/OR ANTHONY	PV-094370	140.03
136265	GAITAN, SCOTT & BEVERLY Z.	PV-094371	234.83
136266	GIDEONS, CHRIS &/OR VALLI	PV-094372	1,543.66
136267	HARRIS, TRACEY &/OR ASHLEY	PV-094373	108.46
		PV-094374	506.16
136268	HEADLEY, JASON &/OR CANDICE	PV-094376	404.88
136269	JACKSON, BEN & JENNIFER	PV-094377	174.10
136270	LIDDLE, DREW & LESLIE	PV-094378	122.85
136271	MC ILVAIN, PATRICK/STEPHANIE	PV-094379	108.82
136272	MONTANEZ, TERRI & FERNANDO	PV-094380	209.09
136273	MYERS, RUSTY AND/OR JEANEENE	PV-094381	557.60
136274	NG, FARIA	PV-094394	238.68
136275	OLTMANS, JOSEPH &/OR JESSICA	PV-094382	247.30
136276	PRABHU, WILLIAM & MYKA	PV-094383	146.37
136277	REYNOLDS, SEAN & SUSAN	PV-094384	431.87
136278	ROHDE, JAN &/OR JOY	PV-094385	120.79
136279	SANDOR, LASZLO/COURTENAY	PV-094386	240.44
136280	SMITH, KIMBER	PV-094387	68.91
136281	STEBENNE, STUART/LISA	PV-094388	1,471.87
136282	TIERNEY, MICHELLE & TERRENCE	PV-094389	136.54
136283	VARRIANO, RICHARD & JANE	PV-094390	569.46
136284	WALKER, TRENT & MISTY	PV-094391	282.35
136285	WATSON, MALISSA	PV-094392	124.03
136286	ACTION LEARNING SYSTEMS INC	PO-282372	23,000.00
		PO-282375	22,000.00
		PO-283465	16,000.00
136287	AUTISM BEHAVIOR CONSULTANTS	PO-283560	5,106.00
136288	CENTER FOR AUTISM &	PO-280026	3,168.43
		PO-280191	441.88
		PO-281217	2,522.76
		PO-281219	3,160.69
		PO-281725	4,009.91
		PO-281726	962.99
		PO-282864	926.50
		PO-283559	504.39
		PO-284122	41.01
136289	CETPA EVENT REGISTRATION	PO-283370	1,700.00
136290	CRARY, BRENDA	PO-280140	3,150.00
136291	CREATIVE SOLUTIONS FOR AUTISM	PO-090212	2,000.00
136292	FOREST LANES BOWL CNTR	PO-281488	52.00
136293	MAXIM HEALTHCARE SERVICES	PO-280188	2,683.64
136294	MEET THE MASTERS	PO-082613	2,912.00
		PO-281162	3,232.00
136295	ORANGE CTY TESTING SERV	PO-281669	42.00
136296	WESTSHIELD ADOLESCENT SERVICES	PO-280239	8,688.85

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Warrant Number	Name of Payee	Reference Number	Amount
136297	YMCA OF ORANGE COUNTY	PO-090357	8,050.00
		PO-090359	5,250.00
		PO-090360	7,350.00
136298	CAL WEEKLY EXPLORER INC	PO-281670	925.00
136299	CAMFEL PRODUCTIONS	PO-282655	1,290.00
136300	IMAGINATION MACHINE, THE	PO-282416	1,260.00
136301	KNOTT'S BERRY FARM	PO-283904	625.50
136302	OCEAN INSTITUTE	PO-090149	2,750.00
136303	ORANGE CTY DEPT EDUC	CL-081904	8,940.00
136304	UNION BANK OF CALIFORNIA	PO-090425	59,073.95
136305	AMERICAN LOGISTICS COMPANY LLC	PO-090278	13,762.50
136306	CINTAS CORP	PO-280281	674.15
136307	CIT TECH FINANCIAL SERVICES	PO-281948	163.00
		PV-094494	433.16
136308	CITY OF SAN CLEMENTE	PO-280366	3,875.05
136309	CITY OF SAN CLEMENTE PARKS/REC	PO-090535	18,741.18
136310	CITY OF SAN JUAN CAPISTRANO	PO-280368	1,684.43
136311	COUNTY OF ORANGE-WASTE MNGT	PO-282376	537.28
136312	DELL MARKETING L P	PO-280447	32.27
136313	DEPARTMENT OF JUSTICE	PO-280570	1,024.00
136314	ENTERPRISE FLEET SERVICES	PO-281632	1,175.05
136315	IKON FINANCIAL SERVICES	PO-282588	716.54
136316	IMAGE 2000	PO-280347	344.25
136317	MCMAHAN DESK INC	PO-282407	3,478.94
136318	MOULTON NIGUEL WATER	PO-280365	4,574.61
136319	MWB BUSINESS SYSTEMS	PO-281146	275.83
136320	MWB BUSINESS SYSTEMS	PV-094462	520.00
136321	PAC TYPEWRITER & COMM	PO-280343	90.28
136322	PRUDENTIAL OVERALL SUP	PO-281736	20.18
136323	SADDLEBACK COMMUNITY CHURCH	PO-090524	3,735.00
136324	SAN DIEGO GAS & ELECTRIC	PO-280369	285,548.53
136325	SANTA MARGARITA WATER	PO-280346	942.43
136326	SMART & FINAL	PO-090515	76.07
		PO-280818	167.88
		PO-281911	103.22
		PO-282455	128.81
136327	SO CAL EDISON CO	PO-280363	41,524.98
136328	SO CAL GAS CO	PO-280345	16,202.16
136329	SO COAST WATER DIST	PO-280359	5,920.12
136330	SOUTHERN CALIFORNIA GRAY LINE	PV-094455	827.77
136331	THYSSENKRUPP ELEVATOR CORP	PO-280354	2,610.88
136332	TRANSPORTATION CHARTER SERVICE	PV-094431	3,600.00

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Warrant Number	Name of Payee	Reference Number	Amount
136333	TROXELL COMM INC	PO-090069	510.74
		PO-090078	541.58
		PO-090172	318.94
		PO-284076	157.26
		PO-284233	4,493.18
		PO-284295	374.97
		PO-284296	206.88
136334	VL SYSTEMS	PO-283691	1,258.00
136335	XEROX CORPORATION	PO-090271	377.46
		PO-280336	213.60
		PO-280440	1,117.33
		PO-280444	1,825.38
		PO-280461	16,274.86
		PO-283180	32.73
		PO-283542	115.02
		PV-094434	142.64
136336	DOLPHIN CAPITAL	PO-281951	538.75
136337	CAMPBELL, GARY D	PO-283234	1,700.00
136338	CIT TECH FINANCIAL SERVICES	PO-281606	160.55
136339	MOBILE MODULAR	PO-281831	610.00
136340	COUNTY OF ORANGE HEALTH CARE	PO-090507	1,358.00
136341	AZZOLLINI, CHERYL	PV-094479	223.18
136342	GODFREY, NICOLE	PV-094469	264.80
136343	GRANT, MARY	PV-094483	255.03
136344	GROFF, DANA	PV-094468	23.10
136345	LEWIS, RACHEL A	PV-094470	27.50
136346	MANGIAPANE, ELYSE	PV-094474	320.00
136347	MARTIN, SHERRIE	PV-094482	157.92
136348	SCHWENN, MARIAN	PV-094471	269.43
136349	SCOTT, KATHLEEN	PV-094475	85.00
136350	SLIPAKOFF, ROBIN	PV-094477	75.00
136351	MISH, KELSI	PV-094433	67.50
136352	US BANK CORP PAYMENT SYSTEM	PV-094435	992.00
		PV-094436	263.74
		PV-094437	8,880.77
		PV-094438	3,418.37
		PV-094439	1,773.00
136353	US BANK CORP PAYMENT SYSTEM	PV-094437	159.21
136354	CORVEL ENTERPRISE COMP INC	PO-280209	125,441.93
136355	CAPISTRANO UNIFIED SCHOOL DIST	PO-280222	73,797.84
136356	CONNECTICUT GEN LIFE INS CO	PO-280221	14,753.08
136357	CONNECTICUT GENERAL LIFE	PO-280220	33,804.49
136358	COMMERCIAL FENCE & IRON WORKS	PO-090153	2,939.00
136359	PACIFIC PLUMBING COMPANY OF	PO-090477	13,921.81

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Warrant Number	Name of Payee	Reference Number	Amount
136360	CAPISTRANO CONNECTIONS ACADEMY	CM-090067	6,667.00-
		CM-090068	574.00-
		PV-094459	88,860.64
136361	OPPORTUNITY FOR LEARNING	PV-094460	19,830.16
136362	PRIME PAINTING CONTRACTORS INC	PO-281847	14,900.00
136363	HARDY & HARPER INC	PO-090618	42,653.05
		PO-090619	11,256.56
136364	DOLINKA GROUP LLC	PO-283354	1,837.50
136365	NMG GEOTECHNICAL INC	PO-284273	12,394.00
		PO-284274	15,783.68
136366	CAL WEEKLY EXPLORER INC	PO-284130	1,980.00
136367	DISNEYLAND RESORTS	PV-094508	4,184.00
136368	OCEAN INSTITUTE	PO-090529	150.00
		PO-090530	150.00
		PO-090531	150.00
		PO-090532	100.00
136369	ORANGE COUNTY PERFORMING ARTS	PO-284125	950.00
136370	PALI MOUNTAIN CAMP	PO-282935	17,612.00
136371	PALI MOUNTAIN INSTITUTE	PO-284221	12,600.00
136372	ADVANCED EXERCISE EQUIPMENT	PO-282934	7,574.83
136373	AIR CYCLE CORPORATION	PO-280744	871.76
136374	BETTER BUSINESS RECORDS	PO-090451	82.73
		PO-281011	74.09
136375	CA FACTORS & FINANCE	PO-090519	989.81
136376	CAESAR'S APPLIANCE	PO-280275	203.04
136377	CDWG Inc	PO-090074	947.13
		PO-090077	4,248.59
136378	CENGAGE LEARNING	PO-090440	21.85
136379	CHICKS SPORTING GOODS	PO-283346	2,169.19
136380	CORONA-NORCO UNIFIED SCH	PO-090520	2,800.00
136381	CORPORATE EXPRESS	PO-090300	53.94
		PO-280803	513.84
		PO-282460	144.70
		PO-282737	70.34
		PO-284255	82.34
136382	CREATIVE CONTRACTORS CORP	PO-090023	1,300.00
		PO-284165	8,965.00
136383	DICK BLICK WEST	PO-090263	903.94
		PO-090442	16.16
136384	DISCOUNT OFFICE SERVICES	PO-280118	97.00
136385	DISNEY EDUCATIONAL PRODUCTIONS	PO-090131	1,089.45
136386	DUNN-EDWARDS CORP	PO-280244	295.29
136387	EAGLE COMMUNICATIONS	PO-090066	166.96
136388	FASTFRAME	PO-090438	254.96
136389	FISHER SCIENTIFIC	PO-284031	438.98

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136390	FOLLETT LIBRARY RESOURCES	PO-284037	3,999.53
		PO-284264	491.24
136391	FREEVERSE SOFTWARE	CL-081493	499.95
136392	FUN SERVICES	PO-090441	1,555.55
136393	G PATINO SCREEN & PRINT &	PO-090197	751.70
136394	GLOBAL AUTOMATION SERVICES	PO-090410	3,376.00
136395	GMF SOUND INC	PO-284242	14,760.00
136396	GOPHER ATHLETIC/SPORTS	PO-090243	435.60
136397	GUNTHER'S ATHLETIC SERV	PO-280208	5,185.78
136398	HANDWRITING W/O TEARS	PO-284186	78.22
136399	HIGHSMITH CO INC	PO-282837	63.98
136400	HOUGHTON MIFFLIN CO	PO-283816	227.90
136401	IPARADIGMS LLC	PO-090400	3,648.80
136402	KELLY PAPER COMPANY	PO-283613	4,791.90
136403	LIFETIME MEMORY PRODUCTS INC	PO-283954	207.06
136404	LOOMIS	PO-280939	406.38
136405	CORPORATE EXPRESS	PO-280133	146.99
136406	ABATEC INC	PO-090475	300.00
136407	IRON MOUNTAIN	PO-280211	120.00
136408	BALTES, JULIE	PV-094487	18.00
136409	BARKER, SAVANNAH	PV-094490	15.00
136410	BRADLEY, SUSAN	PV-094489	15.00
136411	BROWN, TREVOR	PV-094481	45.00
136412	CHMELIK, MICHAEL	PV-094473	15.00
136413	CLAYTON, RHONDA LEE	PV-094485	77.00
136414	DYER, MICHAEL	PV-094488	71.00
136415	FLORES, MIGUEL	PV-094486	69.00
136416	HOLMES, NICHOLAS	PV-094480	77.00
136417	HUTTON, MICHAELA	PV-094478	5.00
136418	KIM, JAMES	PV-094476	17.00
136419	LEONARD, SCOTT	PV-094491	12.00
136420	EDUC & COMM SUPPORTS	PO-090495	250.00
136421	HERFF JONES INC	PO-283611	422.25
136422	MEDCO SUPPLY COMPANY	PO-090517	33.19
136423	MOBILE FLEET WASH	PO-281051	832.00
136424	MOBILE LIFT GATE SERVICE	PO-281057	728.11
136425	MUNICIPAL UNDERGROUND SERVICES	PO-090288	11,875.00
136426	NASCO WEST	PO-090145	84.69
		PO-283478	825.26
		PO-283845	45.97



Board of Trustees Warrant Listing  
\*===== Fiscal Year: 2008-09 =====\*  
Board of Trustees Meeting.....03/09/2009

Warrant Number	Name of Payee	Reference Number	Amount
136427	OFFICE DEPOT	PO-280127	183.47
		PO-280433	85.58
		PO-280639	508.52
		PO-281275	437.42
		PO-282113	77.56
		PO-282488	136.33
		PO-283676	816.92
136428	OT IDEAS	PO-283488	39.50
136429	PHONAK INC	PO-281688	844.67
136430	PRECISION SPEEDOMETER SR	PO-281072	226.36
136431	PRECISION TUNE AUTO CARE	PO-281049	5,671.67
136432	PSOC-WATERLINES TECHNOLOGIES	PO-282399	245.41
136433	S&S WORLDWIDE INC	PO-283224	176.46
136434	SAF-COM SUPPLY	PO-280372	1,040.54
136435	SAN DIEGO ENERGY EFFICIENT	PO-281611	1,659.18
136436	SEAN JAMES ENTERPRISES	PO-283992	1,880.50
136437	SEHI COMPUTER	PO-284102	2,184.00
136438	SIMCO FORMALWEAR	PO-284205	405.00
136439	SOUTH COAST ANSWERING SERVICE	PO-281828	166.80
136440	SOUTHWEST SCHOOL SUPPLY	-	
		PO-280180	20.04-
		PO-280181	21.54-
		PO-280333	96.62
		PO-280429	111.51
		PO-280434	799.78
		PO-280537	624.95
		PO-280538	130.79
		PO-280543	458.03
		PO-280544	36.10-
		PO-280550	23.47-
		PO-280554	770.82
		PO-280633	111.65
		PO-280641	22.63-
		PO-280774	920.79
		PO-280777	170.07
		PO-280789	462.01
		PO-280790	553.42
		PO-280796	327.25
		PO-281013	149.56

Board of Trustees Warrant Listing  
\*===== Fiscal Year: 2008-09 =====\*  
Board of Trustees Meeting.....03/09/2009

Warrant Number	Name of Payee	Reference Number	Amount
136441	SOUTHWEST SCHOOL SUPPLY	-	
		PO-281013	441.54
		PO-281023	328.77
		PO-281024	80.81
		PO-281031	2,411.68
		PO-281932	222.15
		PO-282012	44.33
		PO-282136	74.08
		PO-282734	93.74
		PO-282928	474.93
		PO-283229	60.13
		PO-283232	16.50-
		PO-283413	121.06
136442	SOUTHWEST SCHOOL SUPPLY	PO-283415	58.87
		PO-283942	969.75
		PO-283960	339.71
		PO-284223	80.98
136443	TIFCO INDUSTRIES	PO-281052	5,072.18
136444	TRIPLE "A" COMM & PUMPING	PO-282405	5,400.00
136445	VERNIER SOFTWARE	PO-090046	516.10
		PO-090241	5,505.30
		PO-284046	11,452.18
		PO-284200	1,310.17
136446	VISTA PAINT CORP	PO-280406	663.97
136447	VS ATHLETICS	PO-090345	12,723.29
136448	WESTERN GRAPHIX	PO-280362	175.00
136449	WHITE CAP INDUSTRIES INC	PO-281427	190.01
136450	OFFICE DEPOT	PO-281765	389.68
136451	VINCENT B KATES AND ASSOCIATES	PO-282987	42.60
		PO-284058	824.25
136452	ATKINSON ANDELSON LOYA	PO-090232	18,713.37
		PO-281803	16,628.31
136453	CROSS COUNTRY EDUCATION	PO-090151	189.00
136454	DEMPSEY, MITCHELL	PO-283124	300.00
		PO-283125	50.00
136455	DINERS CLUB	PV-094492	596.10
136456	KRANTZ, TRICIA ELIZABETH	PO-280103	1,500.00
136457	MEET THE MASTERS	PO-281159	2,916.00
		PO-281161	2,108.00
		PO-282874	1,042.00
136458	PACIFIC AUDIOLOGICS	PO-283047	26,020.00
136459	RUTAN & TUCKER	PO-281193	7,773.55
		PO-283593	748.39
136460	VAVRINEK TRINE DAY & CO LLP	PO-082931	5,970.00
136461	YMCA OF ORANGE COUNTY	PO-090358	11,200.00

Board of Trustees Warrant Listing  
\*===== Fiscal Year: 2008-09 =====\*  
Board of Trustees Meeting.....03/09/2009

Warrant Number	Name of Payee	Reference Number	Amount
136462	ACADEMIC CHESS	PV-094493	21,447.03
136463	CHOU, LING D.	PV-094498	1,039.50
136464	CORONADO APPAREL INC	PV-094499	4,862.55
136465	DE SILVA, VICKI	PV-094501	3,822.00
136466	H2O SPOT	PV-094502	5,757.50
136467	HOURIGAN, CM	PV-094496	1,528.10
		PV-094497	1,932.00
136468	THIFFAULT, RONDA LEE	PV-094504	966.00
136469	TUTORING PLUS INC.	PV-094503	833.00
136470	WONG, FIONA L.	PV-094500	280.00
136471	ON THE CAPITOL DOORSTEP	PO-283873	120.00
136472	BANIASAD, AMIR	PV-094507	5,707.75
136473	BEACH M.A. CCC-SLP, JOELLE	PO-284134	690.00
136474	CATHEDRAL HOME FOR CHILDREN	PO-090608	1,520.00
		PO-090612	1,824.00
		PO-281094	2,888.00
		PO-281095	2,888.00
		PO-281096	2,888.00
136475	CROMWELL, PATRICIA	PO-280992	1,230.00
136476	ECE4AUTISM	PO-282160	2,700.00
136477	EDUCATIONAL BASED SERVICES	PO-281802	5,034.75
136478	FAMILY LIFE CENTER BODEGA	PO-281097	2,300.35
		PO-281098	3,362.05
		PO-281100	3,008.15
136479	FARRELL, MIN KIM AND DONALD	PO-282518	1,000.00
136480	GREENWALD, CHRIS AND/OR DAVITA	PO-284123	750.00
136481	HEAR NOW dba	PO-280137	4,445.61
136482	JANNEY, MICHAEL AND VANESSA	PO-090488	2,327.08
136483	KAKUDA, BARBARA	PO-283886	1,300.00
136484	LEVIN, DR EUGENE	PO-280374	50.15
136485	MARDAN CENTER OF ED	PO-281087	3,096.00
		PO-281088	3,268.00
136486	MILLER BROWN & DANNIS	PO-284208	6,288.37
136487	OCEANVIEW SCHOOL	PO-281102	2,736.00
		PO-282292	728.00
136488	ORALINGUA SCHOOL	PO-090225	3,389.70
136489	ORANGE COUNTY THERAPY SERVICE	PO-280138	23,440.00
136490	PACIFIC PEDIATRIC THERAPY INC.	PO-280510	7,475.00
		PO-283962	3,320.00
136491	PYRAMID AUTISM CENTER	PO-281117	3,825.00
		PO-281118	4,050.00
136492	RAINBOW CONNECTION	PO-090208	412.00
136493	RIPLEY, ANN	PO-280101	3,217.50
136494	SPEECH & LANGUAGE PROFESSIONAL	PO-284154	7,304.00
136495	SPEECH PATHOLOGY GROUP INC	PO-283810	4,080.00

Board of Trustees Warrant Listing  
\*===== Fiscal Year: 2008-09 =====\*  
Board of Trustees Meeting.....03/09/2009

Warrant Number	Name of Payee	Reference Number	Amount
136496	WALLACE, SHELLEY/GREG	PV-094509	406.23
		996 Warrants	\$10,066,868.53

**Capistrano Unified School District  
Bids/Contracts**

<b>VENDOR</b>	<b>BID NO. / BID TITLE</b>	<b>BOARD APPROVAL DATE</b>
A-Z Bus Sales, Inc.	Waterford USD School Bus Bid	12/11/2006
A&R Wholesale Distributors, Inc.	Bid No. 0708-21 Grocery Products	5/12/2008
A&R Wholesale Distributors, Inc.	Bid No. 0708-24 Snack and Beverage Products	5/12/2008
Achieve! Data Solutions, LLC	RFP No. 7-0708 Instructional Student Assessment Data Management System	2/11/2008
American Logistics Co., LLC	Bid No. 0607-06 Outsource Transportation Services	9/11/2006
ASR Food Distributors, Inc.	Bid No. 0708-22 Produce	5/12/2008
Ball Park Pizza Team, Inc.	Bid No. 0809-03 Pizza Service	11/3/2008
Berkeley Street Beverage Company	Bid No. 0708-23 Frozen Beverage Service	6/16/2008
Blue Bird Corporation	Waterford USD School Bus Bid	12/11/2006
Brandon Advertising, Inc. dba Amore Pizza	Bid No. 0809-03 Pizza Service	11/3/2008
Cabral Roofing & Waterproofing Corporation	Bid No. 0809-06 Roof Repair & Maintenance	7/21/2008
California Hazardous Services, Inc.	Bid No. 0809-05 Phase II Enhance Vapor Recovery Upgrade for Gasoline Dispensers	8/11/2008
CDW Government, Inc.	Bid No. 0607-13 Audio Visual Equipment	6/25/2007
Coca-Cola Bottling Group of Southern California	Bid No. 0708-08 Vending And Beverage Service	11/5/2007
Collins & Aikman Floorcoverings, Inc.	Bid No. 0708-05 Flooring Materials and Installation	6/25/2007
Commercial Fence & Iron Works, Inc.	Bid No. 0708-04 Fencing Materials, Repair, and Installation	6/25/2007
Consolidated Electrical Distributors, Inc.	Bid No. 0708-03 Electrical Supplies & Materials	6/25/2007
Culver Newlin	Newport-Mesa USD Bid No. 104-07, Purchase of School and Office Furniture	5/7/2007
David Taussig & Associates, Inc.	Bid No. 5-0708 Special Tax Consulting Services for Public Financing	4/21/2008
Dell Computer (Dell Marketing LP)	California Multiple Award Schedule Contract No. 3-94-70-0012, Purchase of Computer-Related Hardware, Software and Networking Equipment	7/21/2008
Digital Networks Group, Inc.	California Multiple Award Schedule Contract No. 3-06-702070D, Purchase and Installation of Pole Mounted Systems for Video and Audio Switching, Control, and Projector Mounting	12/8/2008
Edge Development, Inc.	Bid No. 0607-12 Installation of Synthetic Field Turf at San Juan Hills High School	4/2/2007
Edge Development, Inc.	Bid No. 0405-11 San Juan Hills High School	4/28/2005

**Capistrano Unified School District  
Bids/Contracts**

<b>VENDOR</b>	<b>BID NO. / BID TITLE</b>	<b>BOARD APPROVAL DATE</b>
Empyrean Plumbing, Inc.	Bid No. 0809-07 Installation of Fire Hydrant at Capistrano Valley High School	11/3/2008
ePoly Star, Inc.	Bid No. 0809-04 Custodial Supplies - Paper Products, Liners and Lamps	12/8/2008
Galasso's Bakery	Bid No. 0809-02 Bakery Products	8/11/2008
GC Builders, Inc.	Bid No. 0607-18 Construction of San Clemente High School Auxiliary Gym & Pool Building	6/25/2007
Gilbert & Stearns, Inc.	Bid No. 0708-02 Electrical Service	6/25/2007
Gold Coast Tours	Bid No. 0708-09 Co-Curricular Bus Service	9/10/2007
Gold Star Foods	Bid No. 0708-18 Frozen Food Products	3/10/2008
Gold Star Foods	Bid No. 0708-21 Grocery Products	5/12/2008
Gov Place	California Multiple Award Schedule Contract No. 3-99-70-0920C, Purchase Electronic Data Processing and Telecommunications Good and Services	11/14/2005
Hardy & Harper, Inc.	Bid No. 0708-01 Asphalt Paving, Sealcoating and Repair	6/25/2007
HCH Constructors-Managers, Inc.	Bid No. 0708-19 Sitework and Infrastructure for Installation of 2-Story Modular Classroom Buildings, Restroom Buildings and Shade Structures at San Juan Hills High School	6/16/2008
HMC Architects	RFP No. 2-0506 Architectural Services	10/16/2006
Hollandia Dairy	Bid No. 0708-17 Milk and Dairy Products	3/10/2008
JJ Managment Company dba Jo Jo's Pizza Kitchen	Bid No. 0809-03 Pizza Service	11/3/2008
Jones-Campbell	Glendale USD P16-04/05, Purchase of Classroom and Office Furniture and Equipment	5/23/2005
LPA, Inc.	RFP No. 2-0506 Architectural Services	10/16/2006
Mepco Services, Inc.	Bid No. 0708-16 San Juan Hills High School Stadium - Phase II	2/11/2008
Modular Structures, Inc.	Bid No. 0405-09 Single Story & Two-Story Relocatable Buildings Districtwide	10/18/2004
Notification Technologies, Inc.	RFP - Emergency Parent Notification System	9/29/2007
Office Depot	Santa Ana USD Bid NO. 8-06, Purchase of School Paper Supplies	5/7/2007
Office Depot	Santa Ana USD Bid No. 12-08, Purchase of Instructional Supplies	7/21/2008
P&R Paper Supply Co.	Bid No. 0809-04 Custodial Supplies - Paper Products, Liners and Lamps	12/8/2008
Pacific Mobile Home Construction, Inc.	Bid No. 0708-07 Movement of Relocatable Buildings	6/25/2007

**Capistrano Unified School District  
Bids/Contracts**

<b>VENDOR</b>	<b>BID NO. / BID TITLE</b>	<b>BOARD APPROVAL DATE</b>
Pacific Plumbing Co. of Santa Ana, Inc.	Bid No. 0708-06 Plumbing Service	6/25/2007
Palomar Grading & Paving, Inc.	Bid No. 0607-10 Construct Roadway Improvements to Avenida La Pata	4/2/2007
Paul C. Miller Construction Co., Inc.	Bid No. 0708-26 San Clemente High School Upper Campus Science Classroom Conversion and Staff Restroom ADA Upgrades	12/8/2008
Penny Vision LLC/Circle Venture LLC dba Pizza Hut, Inc.	Bid No. 0809-03 Pizza Service	11/3/2008
Petro Diamond Incorporated	Bid No. 123-07 Multi-District Cooperative Fuel Bid (Gasoline and Diesel)	8/13/2007
PJ of Orange County One, LP dba Papa John's Pizza	Bid No. 0809-03 Pizza Service	8/11/2008
PJHM Architects	RFP No. 2-0506 Architectural Services	10/16/2006
Planning Center (The)	RFP - On-Call Environmental Consulting Services for School Construction, Modernization and Other Activities	6/25/2007
Prime Painting Contractors, Inc.	Bid No. 0708-11 Painting	6/25/2007
Roadways International, Inc.	Bid No. 0708-09 Co-Curricular Bus Service	9/10/2007
S.C. Fuels (Southern Counties Oil Company)	Bid No. 123-07 Multi-District Cooperative Fuel Bid (Gasoline and Diesel)	8/13/2007
SchoolsFirst Federal Credit Union	RFQ/P No. 1-0809 Third Party Administration Services (TPA) for Capistrano Unified School District's 403(b) Plan	2/9/2009
Solag/CR&R, Inc.	Bid No. 0607-05 Service to Collect, Recycle & Dispose of Solid Waste Districtwide	7/11/2006
Southwest School Supply	Santa Ana USD Bid No. 12-08, Purchase of Instructional Supplies	7/21/2008
Southwest School Supply	Placentia-Yorba Lina USD Bid No. 209-4, Purchase of Instructional and Office Supplies	1/12/2009
Sparkletts	County of Orange's Bottled Water Contract No. X2000000357	2/7/2005
Sprint/Nextel	California Strategically Sourced Wireless Contracts No. 1S-05-58-01	2/13/2006
S-W Compressors	RFP No. 1-0708 Temporary Compressed Natural Gas Fueling Station	12/10/2007
Sysco Food Services of L.A.	Bid No. 0708-21 Grocery Products	5/12/2008
Transportation Charter Services, Inc.	Bid No. 0708-09 Co-Curricular Bus Service	9/10/2007
Troxell Communications, Inc.	Bid No. 0607-13 Audio Visual Equipment	6/25/2007
U.S. Foodservice, Inc.	Bid No. 0708-21 Grocery Products	5/12/2008

**Capistrano Unified School District  
Bids/Contracts**

<b>VENDOR</b>	<b>BID NO. / BID TITLE</b>	<b>BOARD APPROVAL DATE</b>
UltraSystems	RFP - On-Call Environmental Consulting Services for School Construction, Modernization and Other Activities	6/25/2007
USA Shade & Fabric Structures, Inc.	Bid No. 0708-13 Shade Structures	6/25/2007
Valiant IMC	Bid No. 0607-13 Audio Visual Equipment	6/25/2007
Vavrinek, Trine, Day & Co., LLP	RFP No. 2-0708 Audit Services	4/21/2008
Verizon Wireless	California Strategically Sourced Wireless Contracts No. 1S-05-58-02	2/13/2006
Waxie's Enterprises, Inc. dba Waxie Sanitary Supply	Bid No. 0809-04 Custodial Supplies - Paper Products, Liners and Lamps	12/8/2008
WCS/CA, Inc.	Orange County Department of Education Resolution No. 0203-76, Labor Compliance Program	3/10/2003
West-Lite Supply Co., Inc.	Bid No. 0809-04 Custodial Supplies - Paper Products, Liners and Lamps	12/8/2008
WLC Architects, Inc.	RFQ No. 3-0708 Architectural Services for Districtwide Facilities Master Plan	2/25/2008
Xerox Corporation	RFP No. 1-0506 Total Intergrated Printing Solution	10/17/2005



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business & Support Services

SUBJECT: **APPROVAL: DONATION OF FUNDS/EQUIPMENT**

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**BACKGROUND INFORMATION**

Board Policy 3290 requires that any grant or bequest made to the School District by an individual or organization be presented to the Board for approval.

**CURRENT CONSIDERATIONS**

A number of gifts have been donated to the District and are explicitly listed under Staff Recommendation below.

**FINANCIAL IMPLICATIONS**

Items other than cash gifts have no financial impact on the budget. Gifts of cash provide additional funds in the amount of \$391,313.09 for District schools and will be reflected in the appropriate accounts in the 2008/09 budget.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve the following gifts with the acceptance subject to the condition that the District does not guarantee maintenance of these items or expenditure of any District funds for their continued use:

<b><u>Donated By</u></b>	<b><u>Amount</u></b>	<b><u>For</u></b>	<b><u>School</u></b>
Ambuehl Elementary PTA	\$2,792.00	Field Trips	Ambuehl Elementary
CUSD Foundation	\$12,947.50	Field Trip Admissions	Ambuehl Elementary
Arroyo Vista Science Booster Club	\$18,390.00	5th Grade Science Camp	Arroyo Vista Elementary
Supervalu Inc./Albertsons	\$1,153.47	Instructional Supplies	Arroyo Vista Elementary
Bathgate Elementary Science Camp	\$1,760.00	Science Camp/Teacher Stipends	Bathgate Elementary
United Way Silicon Valley	\$100.10	Instructional Supplies	Bathgate Elementary
Orange County United Way	\$60.00	Instructional Supplies	Bathgate Elementary
Benedict Elementary PTA	\$150.00	Author Assembly	Benedict Elementary
Edison International	\$390.00	Instructional Supplies	Benedict Elementary
Edison International	\$390.00	Instructional Supplies	Benedict Elementary
Ed Horovitz		Donation of a Mac Lab Top	Bergeson Elementary
Edison International	\$283.20	Instructional Supplies	Canyon Vista Elementary
Edison International	\$283.20	Instructional Supplies	Canyon Vista Elementary
Castille Elementary PTA	\$600.00	School Assembly	Castille Elementary

**Approval: Donation of Funds/Equipment**

March 9, 2009

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<u>Donated By</u>	<u>Amount</u>	<u>For</u>	<u>School</u>
Edison International	\$150.00	Attendance Incentives	Castille Elementary
Edison International	\$150.00	Attendance Incentives	Castille Elementary
Concordia Elementary PTA	\$794.00	Kindergarten Field Trip	Concordia Elementary
Concordia Elementary PTA	\$1,060.00	Grade 1 Field Trip	Concordia Elementary
Lynn Mays/Coca Cola Bottling Co.	\$36.03	Instructional Supplies	Concordia Elementary
Roger & Kelly Sugano		Donation of a Sanyo TV	Concordia Elementary
Coca Cola Bottling Company	\$63.46	Instructional Supplies	Crown Valley Elementary
Wells Fargo Community Support	\$179.20	Instructional Supplies	Crown Valley Elementary
R. H. Dana Elementary PTA	\$560.00	Grade 2 Field Trip	R. H. Dana Elementary
R. H. Dana Elementary PTA	\$1,000.00	Grade 1 Field Trip	R. H. Dana Elementary
R. H. Dana Elementary PTA	\$1,000.00	Kindergarten Field Trip	R. H. Dana Elementary
R. H. Dana Elementary Booster Club	\$1,581.00	Grade 5 Field Trip	R. H. Dana Elementary
General Mills Box Tops for Education	\$145.50	Instructional Supplies	R. H. Dana Elementary
Wells Fargo Community Support	\$24.00	Instructional Supplies	R. H. Dana Elementary
Del Obispo Elementary PTA	\$2,581.00	Meet the Masters Program	Del Obispo Elementary
The Irvine Museum	\$330.00	Field Trip Transportation	Del Obispo Elementary
Hankey Elementary Science Camp	\$3,600.00	Science Camp Transportation	Hankey Elementary
Hankey Elementary Science Camp	\$440.00	Science Camp/Teacher Stipends	Hankey Elementary
Hankey Elementary Science Camp	\$10,000.00	5th Grade Science Camp	Hankey Elementary
James Thiercof	\$175.00	Instructional Materials	Hankey Elementary
CUSD Foundation	\$1,000.00	Grade 5 Field Trip	Hidden Hills Elementary
Community Presbyterian Church	\$450.00	Field Trips	Kinoshita Elementary
Coca Cola Bottling Company	\$49.57	Field Trips	Kinoshita Elementary
Supervalu Inc./Albertsons	\$873.86	Instructional Supplies	Ladera Ranch Elementary
GLS-K Inc./Ladera Ranch Store	\$39.86	Instructional Supplies	Ladera Ranch Elementary
Laguna Niguel Elementary PTA	\$1,000.00	Grade 1 Field Trip	Laguna Niguel Elementary
Laguna Niguel Elementary PTA	\$1,100.00	Grade 3 Field Trip	Laguna Niguel Elementary
Laguna Niguel Elementary PTA	\$7,100.00	Library Technician Salary	Laguna Niguel Elementary
Laguna Niguel Elementary Foundation	\$105.00	Instructional Supplies	Laguna Niguel Elementary
Laguna Niguel Elementary Foundation	\$105.00	Instructional Supplies	Laguna Niguel Elementary
Laguna Niguel Elementary Foundation	\$19,000.00	Primary Music Teacher	Laguna Niguel Elementary
Las Flores Elementary PTA	\$555.00	Traveling Scientist Assembly	Las Flores Elementary
Las Flores Elementary PTA	\$90.00	Kindergarten Field Trip	Las Flores Elementary
Las Flores Elementary PTA	\$660.00	Imagination Machine	Las Flores Elementary
Kids Thredz	\$70.00	Instructional Materials	Las Flores Elementary
The Leonard Family Foundation	\$200,000.00	All-Day K 20:1, Computer Lab, Meet the Masters, Interventionist	Las Palmas Elementary
Lobo Elementary PTA	\$1,543.90	Meet the Masters Program	Lobo Elementary
Lobo Elementary PTA	\$390.00	Grade 1 - Zoomobile	Lobo Elementary
Albertsons	\$581.69	Instructional Supplies	Malcom Elementary
Marblehead Elementary PTA	\$2,527.00	Art Masters Program	Marblehead Elementary
Moulton Elementary PTA	\$839.80	Instructional Supplies	Moulton Elementary
Moulton Elementary PTA	\$2,035.00	Art Masters Program	Moulton Elementary
Moulton Elementary PTA	\$2,000.00	Library Books	Moulton Elementary
Moulton Elementary PTA	\$1,502.50	Grade 3 Field Trip	Moulton Elementary
Mark/Suzanne Stuckey	\$551.00	Instruction Supplies	Moulton Elementary
Oso Grande Elementary PTA	\$500.00	Print Supplies	Oso Grande Elementary
Oso Grande Elementary PTA	\$2,946.00	Meet the Masters Program	Oso Grande Elementary

**Approval: Donation of Funds/Equipment**

March 9, 2009

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<b><u>Donated By</u></b>	<b><u>Amount</u></b>	<b><u>For</u></b>	<b><u>School</u></b>
Oso Grande Elementary PTA	\$4,580.00	Primary Music Teacher	Oso Grande Elementary
Palisades Elementary PTA	\$1,349.01	Connect Ed	Palisades Elementary
San Juan Elementary PTA	\$665.00	After School Science Classes	San Juan Elementary
Jacque Nunez		Donation of Family Night--Journeys to the Past and the Juaneno Band of Mission Indians	San Juan Elementary
Tijeras Creek Elementary Booster Club	\$1,695.00	United Streaming/ConnectEd	Tijeras Creek Elementary
Tijeras Creek Elementary Booster Club	\$7,702.00	Science Camp	Tijeras Creek Elementary
Viejo Elementary PTA	\$500.00	School-wide Tile Painting Event	Viejo Elementary
Viejo Elementary PTA	\$591.42	Instructional Supplies	Viejo Elementary
Viejo Elementary Science Camp	\$1,050.00	Science Camp Transportation	Viejo Elementary
Viejo Elementary Science Camp	\$757.00	Grade 5 Field Trip	Viejo Elementary
Edison International	\$25.00	Instructional Supplies	Viejo Elementary
Edison International	\$25.00	Instructional Supplies	Viejo Elementary
Heaven Sent Foods, Inc.	\$600.00	Perfect Attendance Dance Award and Pancake Breakfast	Viejo Elementary
Wagon Wheel Elementary PTA	\$720.00	Mad Science Assembly	Wagon Wheel Elementary
Wagon Wheel Elementary PTA	\$1,275.00	O. C. Performing Arts - 11/20/08	Wagon Wheel Elementary
Wagon Wheel Elementary PTA	\$1,400.00	Grade 4 Field Trip	Wagon Wheel Elementary
Patricia McCauley School Account	\$7,548.00	Grade 4 Field Trip	Wagon Wheel Elementary
Wagon Wheel Elementary PTA	\$1,280.00	Science On The Go Assemblies	Wagon Wheel Elementary
Wells Fargo Community Support	\$200.00	Instructional Supplies	Wagon Wheel Elementary
Wells Fargo Community Support	\$9.00	Instructional Supplies	Wagon Wheel Elementary
Wells Fargo Community Support	\$9.00	Instructional Supplies	Wagon Wheel Elementary
George White Elementary PTA	\$1,208.00	Grade 4 Field Trip	George White Elementary
Joe/Sarah Kiani	\$4,435.00	Electronic Message Board	George White Elementary
Wood Canyon Elementary PTA	\$1,000.00	Primary Focus Assembly	Wood Canyon Elementary
Wood Canyon Elementary PTA	\$1,042.00	Meet the Masters Program	Wood Canyon Elementary
Wood Canyon Elementary PTA	\$1,625.00	Got Rhythm Assembly	Wood Canyon Elementary
Wood Canyon Elementary Foundation	\$900.00	Field Trip Transportation	Wood Canyon Elementary
Edison International	\$105.00	Technology	Aliso Viejo Middle School
Edison International	\$105.00	Technology	Aliso Viejo Middle School
Chase Fundraising/Sophia Pino Tran	\$400.00	Technology	Ladera Ranch Middle School
Las Flores Middle School PTA	\$2,150.00	Math Team/Pentathlon/Spelling Bee	Las Flores Middle School
Las Flores Middle School PTA	\$2,000.00	Connect Ed	Las Flores Middle School
Pacific Life Foundation	\$3,000.00	Computers	Las Flores Middle School
Pacific Life Foundation	\$4,000.00	Technology	Newhart Middle School
Wells Fargo Community Support	\$586.55	Instructional Supplies	Newhart Middle School
Newhart Middle School PTA	\$2,225.00	Staff Development	Newhart Middle School
Maxranger, Inc.	\$533.33	School Materials	Newhart Middle School
City of San Clemente	\$4,603.00	After School ACTIVATE Program	Shorecliffs Middle School
Tina Goya	\$300.00	SchoolLoop	Shorecliffs Middle School
Lawrence/Marsha Daerr		Donation of Receiver/Speakers	Shorecliffs Middle School
Vista del Mar Middle School		Donation of 104 3-Ring Binders	Vista del Mar Middle School
Edison International	\$330.00	School Supplies/Baseball Program	Aliso Niguel High School
Edison International	\$330.00	School Supplies/Baseball Program	Aliso Niguel High School
Marine Corps Community Services	\$450.84	Instructional Supplies	Aliso Niguel High School
The Parent's for Aliso Niguel, Inc.	\$5,000.00	Instructional Supplies	Aliso Niguel High School
Pacific Life Foundation	\$5,500.00	Instructional Supplies	Capistrano Valley High School

**Approval: Donation of Funds/Equipment**

March 9, 2009

Page 4

<u>Donated By</u>	<u>Amount</u>	<u>For</u>	<u>School</u>
CR&R Incorporated	\$1,000.10	Instructional Supplies	Capistrano Valley High School
Siemens Foundation	\$2,000.00	Instructional Supplies	Dana Hills High School
Wells Fargo Community Support	\$120.00	Instructional Supplies	Dana Hills High School
Wells Fargo Community Support	\$100.00	Instructional Supplies	Dana Hills High School
Pacific Life Foundation	\$3,500.00	Instructional Supplies	Dana Hills High School
Keith Hancock		Donation of Dell Desktop Computer	Tesoro High School
Brian Des Palmes		Donation of 16 Motorola 2-way Radios/ Chargers	Tesoro High School
Megan Meyer Fund/Marco Forster Middle School		Donation of 1 Defibrillator	Safety & Student Services
Megan Meyer Fund/Laguna Niguel Elementary & Dana Hills High School		Donation of 2 Defibrillators	Safety & Student Services
Canyon Vista Elementary School		Donation of 1 Defibrillator	Safety & Student Services
Malcom Elementary School		Donation of 2 Defibrillators	Safety & Student Services

The Board accepts such gifts with the understanding that they will be disposed of in a legal manner at such time as they are no longer usable at the District.

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent  
FROM: Ron Lebs, Deputy Superintendent, Business and Support Services



**SUBJECT: ENGINEERING FEES DUE TO CITY OF SAN JUAN CAPISTRANO FOR  
CONSTRUCTION OF SAN JUAN HILLS HIGH SCHOOL**

---

**BACKGROUND INFORMATION**

In the spring of 2005, construction of San Juan Hills High School began and for a little more than two years, significant efforts were made to complete the new high school as soon as possible, including both on-site construction and the completion of off-site mitigation measures. Because of the very tight time frame and the escalating construction costs, the District requested a delay in the payment of engineering fees due to the City of San Juan Capistrano. These fees include water and sewer connection fees and are based upon anticipated use and consumption amounts for the high school. The City allowed the District to proceed without payment, and on September 4, 2007, San Juan Hills High School opened its doors to ninth grade students. The City is now asking the District to complete the payment of development fees.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the approval of the final engineering fees due to the City of San Juan Capistrano for utilities including water and sewer use and consumption amounts. Attached as Exhibit A is a letter from the City describing the engineering fees.

**FINANCIAL IMPLICATIONS**

This agenda item does not directly impact the District's General Fund. Funds to pay the engineering fees will come from Fund 39 – deposits made from State matching construction funds.

**STAFF RECOMMENDATION**

It is respectfully requested that the Board of Trustees approve the payment of engineering fees due to the City of San Juan Capistrano for construction of San Juan Hills High School in the amount of \$2,264,333.



32400 PASEO ADELANTO  
SAN JUAN CAPISTRANO, CA 92675  
(949) 493-1171  
(949) 493-1053 FAX  
www.sanjuancapistrano.org



MEMBERS OF THE CITY COUNCIL

SAM ALLEVATO  
LAURA FREESE  
THOMAS W. HRIBAR  
MARK NIELSEN  
DR. LONDRES USO

January 16, 2009

Cary Brockman  
Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano, CA 92675

**SUBJECT:** Revised Engineering Fees Due for the San Juan Hills High School

Dear Mr. Brockman:

On May 23, 2008, the City of San Juan Capistrano sent a letter to Shawn Lohman of the Capistrano Unified School District. This letter discussed the reduced impact fees due to the City for the San Juan Hills High School. These fees are still outstanding to date.

The original fee letter and the Compensation Agreement for San Juan Hills High school were reviewed. The following are the revised impact fees for the San Juan Hills High School which are outstanding:

• <b>Sewer Capacity</b>	
213,669 SF of total building areas at \$2.867 per SF	= \$612,589
• <b>Domestic Water Development Fees</b>	= \$365,100
• <b>Non-Domestic Water Consumption</b>	= \$666,326
• <b>*Fair share participation (72.13%) towards upsizing the downstream sewer facility in San Juan Creek Road</b>	
(Engineer's estimate cost \$860,000 X 72.13 %,)	= <u>\$620,318</u>
<b>TOTAL =</b>	<b>\$2,264,333</b>

\*The development of San Juan High School and of Whispering Hills Development (Tract Map 16634), will impact the downstream sewer facility and all appurtenant public health and safety services. Conditions of approval did require a future sewer study to assess and mitigate the impacts of both developments on the downstream sewer facilities.

A Tetra Tec Sewer study, completed on December 8, 2005, has indicated the level of impact generated by both developments. The estimated cost to improve the sewer facility is \$860,000 and the impact on the downstream sewer facility assigned to the high school is 72.13%. Therefore, the prorated share of the school was calculated to be \$620,318.

*San Juan Capistrano:*

*Enhance the Future*

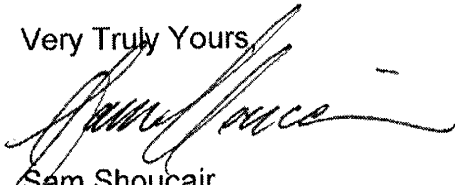


The housing tract developer has agreed to improve the sewer line as long as there is financial commitment from the school. The sewer improvement plans have been approved by the City and the Developer will be ready to commence construction as soon as the accompanying Traffic Control plans are approved.

With the exception of the payment terms in the Compensation Agreement for San Juan Hills High school, these impact fees are due and collected at the time Building Permits are issued. In this project's case, issuance of Building Permits by the City was not a requisite. However, per the City Municipal Code, payment of the above impact fees is required.

If you have any questions, please contact me at 949.443.6355.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Sam Shoucair", written over a horizontal line.

Sam Shoucair,  
Assistant Public Works Director


cc: Nasser Abbaszadeh  
Dave Adams  
Cindy Russell



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: EXTENSION OF RFP NO. 5-0708 – SPECIAL TAX CONSULTING SERVICES FOR PUBLIC FINANCING – DAVID TAUSSIG & ASSOCIATES**

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**BACKGROUND INFORMATION**

On December 10, 2007, the Board of Trustees authorized advertising for Request for Proposal No. 5-0708 Special Tax Consulting Services for Public Financing to advise and provide technical assistance for public financing. A Request for Proposal (RFP) was designed, and the scope of work and rating system was developed to meet the specific requirements of the Capistrano Unified School District. The RFP was properly advertised, and the District received five proposals.

On April 21, 2008, the Board of Trustees awarded RFP No. 5-0708 - Special Tax Consulting Services for Public Financing to David Taussig & Associates. The term of the contract commenced April 22, 2008 through April 21, 2009, with two (2) one-year renewal periods at the option of the Board of Trustees not to exceed 24 months.

To date, the expenditures on this contract total \$83,677.91.

**CURRENT CONSIDERATION**

This agenda item seeks approval to extend RFP No. 5-0708 – Special Tax Consulting Services for Public Financing for the first renewal period April 22, 2009 through April 21, 2010.

In light of the current fiscal crisis, a letter was sent to David Taussig & Associates along with their current fee schedule requesting the firm submit reduced costs for the 2009/10 renewal period as shown in Exhibit A.

David Taussig & Associates agreed to extend the contract for the next 12 months at the same terms and conditions as the original agreement; however, they were unable to submit reduced prices as shown in Exhibit B. Exhibit C shows the 2009/10 contract pricing. Contract documents are available for review in the Purchasing Department.

**APPROVAL: EXTENSION OF RFP NO. 5-0708 - SPECIAL TAX CONSULTING SERVICES FOR PUBLIC FINANCING**

March 9, 2009

Page 2

Upon Board approval, Exhibit D shows the Extension Agreement between Capistrano Unified School District and David Taussig & Associates for the extension period April 22, 2009 through April 21, 2010.

**FINANCIAL IMPLICATIONS**

This agenda item will not impact the District's General Fund. The cost of special tax consulting services will be funded from the appropriate Mello-Roos Community Facilities District accounts.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve the extension of RFP No. 5-0708 - Special Tax Consulting Services for Public Financing with David Taussig & Associates for the renewal term of April 22, 2009 through April 21, 2010.

# Capistrano Unified School District

*Excellence in Education*

33122 Valle Road, San Juan Capistrano, CA 92675

Telephone (949) 234-9441/FAX 493-4083



## BOARD OF TRUSTEES

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## SUPERINTENDENT

A. WOODROW CARTER

February 6, 2009

Ms. Andrea Roess  
Managing Director  
David Taussig & Associates, Inc.  
1301 Dove Street, Suite 600  
Newport Beach, CA 92660

**Subject: RFP No. 5-0708 – Special Tax Consulting Services  
for Public Financing**

Dear Ms. Roess:

Your current contract for services to the Capistrano Unified School District, as referenced above, will expire on April 21, 2009.

In light of the current fiscal crisis facing the State of California and its impact on the District, you are being asked to submit reduced costs for the renewal period April 22, 2009 through April 21, 2010. A copy of your current contract pricing is enclosed for your review. Please provide a comparison sheet with a column listing your current pricing and a column listing your proposed pricing. **Should your company wish to extend your contract for an additional 12-month period, a letter to this office stating your desire to extend must be received by Thursday, February 12, 2009.**

Financial consideration shall be part of the determination by the Board of Trustees for acceptance of this contract extension or the necessity to re-bid this service.

Your understanding and assistance in this matter is appreciated.

If you have any questions, please contact me at (949) 234-9436.

Sincerely,

Terry Fluent  
Director, Purchasing

TF:ms

enc.

c: Ronald N. Lebs, Deputy Superintendent, Business & Support Services  
Kristofer R. Pitman, Executive Director, Fiscal Services

## SECTION C PROFESSIONAL FEES/FEE SCHEDULE

### 1. FEE SCHEDULE – CFD FORMATION SERVICES

Total compensation (excluding expenses) for completion of Tasks 1 through 12 of Section 1 of the Scope of Services (CFD Formation Services) is time and materials, not to exceed \$30,000.

Consultant shall charge the following hourly rates for services related to Section 1 of the Scope of Services.

**Table 1**  
**Hourly Rates**

Managing Director	-	\$165/Hour
Manager	-	\$145/Hour
Senior Associate	-	\$130/Hour
Associate	-	\$110-120/Hour*
Analyst	-	\$95/Hour
Research Assistant	-	\$70/Hour

\* Depending on experience

Should more than one Project Landowner participate in the formation of the CFD, and should one or more of these additional Project Landowners desire to be placed in a separate Improvement Area or Zone from the first Project Landowner, additional time and materials may be charged, up to a maximum of \$5,000 per Improvement Area or Zone (Optional Task 4A).

Consulting services related to the preparation of certifications or tax spreads for later bond issues, shall be covered under a separate Agreement.

Any additional tasks assigned by the School District shall be charged at the hourly rates listed above.

In addition to fees for services, School District shall reimburse DTA for travel, photocopying, courier, facsimile, clerical, telephone expenses, and administrative charges, and other out-of-pocket expenses not to exceed \$2,000.

## 2. FEE SCHEDULE – ANNUAL ADMINISTRATION SERVICES

Total compensation (excluding expenses) for completion of Tasks 1 through 12 of Section 2 of the Scope of Services (Annual Administration Services) shall be billed on a per parcel and per District basis, as indicated in Table 2 below.

**Table 2**  
**Annual Administration Services**

TASKS	FEE
TASKS 1 THROUGH 11	\$2.00 PER PARCEL PLUS \$2,250 PER DISTRICT/IA
TASK 12	\$2,250 PER CONTINUING DISCLOSURE REPORT

Any additional tasks assigned by the School District shall be charged at the hourly rates listed in Table 1 above.

In addition to fees for services, School District shall reimburse DTA for out-of-pocket expenses for each CFD and/or IA as indicated in Table 3 below.

**Table 3**  
**Expenses**

<b>REPRODUCTION:</b> 8.5" x 11", 8.5" x 14", OR 11" x 17" (BLACK & WHITE) 8.5" x 11", 8.5" x 14", OR 11" x 17" (COLOR)  LARGER THAN 11" x 17" (ASSESSOR MAPS, TRACT MAPS, BOUNDARY MAPS, ZONING MAPS, SPECIFIC PLANS, ETC.)	\$0.15/PAGE
	\$0.75/PAGE
	ACTUAL COST
<b>TRAVEL:</b> MILEAGE  LONG DISTANCE (REGULARLY SCHEDULED COMMERCIAL AIRLINE TICKET COSTS, MEALS, LODGING, AND RENTAL VEHICLE)	\$0.485/MILE
	ACTUAL COST
<b>TELEPHONE AND FACSIMILE</b>	ACTUAL COST
<b>POSTAGE, OVERNIGHT DELIVERY AND MESSENGER SERVICE</b>	ACTUAL COST
<b>CLERICAL SERVICES</b>	\$35/HOUR
<b>PURCHASE OF DATA:</b> SECURED TAX ROLL, PAID/UNPAID DATA, ELECTRONIC, ASSESSOR'S MAP AND TRACT MAP FILES, OR OTHER THIRD-PARTY DATA	ACTUAL COST
<b>OTHER OUT-OF-POCKET EXPENSES NOT MENTIONED ABOVE</b>	ACTUAL COST

### 3. FEE SCHEDULE – OTHER TASKS

Total compensation for completion of Optional Tasks identified in Section 3 of the Scope of Services (Other Tasks) shall be billed on a flat fee basis as indicated in Table 4 below or charged at the hourly rates listed in Table 1 above. In addition to fees for services, School District shall reimburse DTA for out-of-pocket expenses for each task not to exceed the amounts shown in Table 3 below.

**Table 4  
Other Tasks**

<b>TASK</b>	<b>FLAT FEE</b>	<b>EXPENSES</b>
<b>TASK 1 – ANNUAL DISCLOSURE (COPS/SFID)</b>	<b>\$2,000 PER DISCLOSURE REPORT</b>	<b>\$150</b>
<b>TASK 2 – COPS PREPAYMENT ANALYSIS</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 3 – REDEVELOPMENT FUND REVIEW</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 4 – CFD NO. 90-1 SPECIAL TAX LETTER</b>	<b>\$250 PER LETTER</b>	<b>\$50</b>
<b>TASK 5 – ACCOUNT STATEMENT REVIEW FOR CFD NO. 90-1 AND COPS</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>\$50</b>
<b>TASK 6 – DELINQUENCY COLLECTIONS</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 7 – SBE BOUNDARY MAP PREPARATION</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 8 - ALL OTHER TASKS REQUESTED BY CUSD</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>

February 11, 2009

Ms. Terry Fluent  
Director, Purchasing  
Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano, CA 92675

**RE: Proposal for Special Tax Consulting Services for Public Financing for Capistrano Unified School District (RFP No. 5-0708)**

Dear Terry:

Pursuant to your letter dated February 6, 2009, David Taussig & Associates would like to extend our contract for annual administration services through the 12-month period ending April 21, 2010. However, after careful consideration we have determined that we are not able to reduce our proposed budget below the amounts shown in the original proposal our firm submitted in December 2007. Listed below are some of the factors that influenced our decision to keep the budget unchanged.

- Our fiscal year 2008-2009 charges to the School District for annual CFD administration are approximately 15% less than our average charges for fiscal years 2005-2006 through 2007-2008. During the RFP process in 2007, we carefully analyzed our costs and work effort in order to arrive at the lowest possible budget for the School District. To reduce the budget further would impair our ability to provide the School District with the high quality services that you have come to expect.
- We have not increased our hourly rates since 2004. The hourly rates charged to the School District are well below the current rates that are charged to new clients.
- The majority of our work is funded directly with CFD funds and not from the School District's general fund. Each CFD is self-sustaining and funded through its annual tax levy. Any work associated with the annual tax levy, including the School District's time, is paid from the CFD administrative expense fund.

Terry, I hope that you can appreciate the fact that we cannot reduce our budget and still provide the School District with the same level of service that we have provided for over 20 years. However, if our budget must be cut, we would like to talk to you and the appropriate School District staff about ways that we can reduce our scope of services.

Due to the significant amount of work needed to calculate and enroll the fiscal year 2009-2010 special tax levies, it is important to get these contract issues resolved in a timely manner.

We have enjoyed assisting the School District over the years and look forward to the opportunity to continue our services. If you have any questions please call me at (949) 955-1500.

Sincerely yours,

A handwritten signature in black ink that reads "Andrea Roess". The signature is written in a cursive, flowing style.

Andrea Roess  
Managing Director

J:\PROPOSAL\ADMIN\CALIF\CUSD\CUSD 2007\CUSD RFP 5-0708 (letter) 02.doc



## **SECTION C      PROFESSIONAL FEES/FEE SCHEDULE**

### **1.      FEE SCHEDULE – CFD FORMATION SERVICES**

Total compensation (excluding expenses) for completion of Tasks 1 through 12 of Section 1 of the Scope of Services (CFD Formation Services) is time and materials, not to exceed \$30,000.

Consultant shall charge the following hourly rates for services related to Section 1 of the Scope of Services.

**Table 1**  
**Hourly Rates**

Managing Director	-	\$165/Hour
Manager	-	\$145/Hour
Senior Associate	-	\$130/Hour
Associate	-	\$110-120/Hour*
Analyst	-	\$95/Hour
Research Assistant	-	\$70/Hour

\* Depending on experience

Should more than one Project Landowner participate in the formation of the CFD, and should one or more of these additional Project Landowners desire to be placed in a separate Improvement Area or Zone from the first Project Landowner, additional time and materials may be charged, up to a maximum of \$5,000 per Improvement Area or Zone (Optional Task 4A).

Consulting services related to the preparation of certifications or tax spreads for later bond issues, shall be covered under a separate Agreement.

Any additional tasks assigned by the School District shall be charged at the hourly rates listed above.

In addition to fees for services, School District shall reimburse DTA for travel, photocopying, courier, facsimile, clerical, telephone expenses, and administrative charges, and other out-of-pocket expenses not to exceed \$2,000.

## 2. FEE SCHEDULE – ANNUAL ADMINISTRATION SERVICES

Total compensation (excluding expenses) for completion of Tasks 1 through 12 of Section 2 of the Scope of Services (Annual Administration Services) shall be billed on a per parcel and per District basis, as indicated in Table 2 below.

**Table 2**  
**Annual Administration Services**

TASKS	FEE
TASKS 1 THROUGH 11	\$2.00 PER PARCEL PLUS \$2,250 PER DISTRICT/IA
TASK 12	\$2,250 PER CONTINUING DISCLOSURE REPORT

Any additional tasks assigned by the School District shall be charged at the hourly rates listed in Table 1 above.

In addition to fees for services, School District shall reimburse DTA for out-of-pocket expenses for each CFD and/or IA as indicated in Table 3 below.

**Table 3**  
**Expenses**

<b>REPRODUCTION:</b> 8.5" X 11", 8.5" X 14", OR 11" X 17" (BLACK & WHITE) 8.5" X 11", 8.5" X 14", OR 11" X 17" (COLOR)  LARGER THAN 11" X 17" (ASSESSOR MAPS, TRACT MAPS, BOUNDARY MAPS, ZONING MAPS, SPECIFIC PLANS, ETC.)	\$0.15/PAGE
	\$0.75/PAGE
	ACTUAL COST
<b>TRAVEL:</b> MILEAGE  LONG DISTANCE (REGULARLY SCHEDULED COMMERCIAL AIRLINE TICKET COSTS, MEALS, LODGING, AND RENTAL VEHICLE)	\$0.485/MILE
	ACTUAL COST
<b>TELEPHONE AND FACSIMILE</b>	ACTUAL COST
<b>POSTAGE, OVERNIGHT DELIVERY AND MESSENGER SERVICE</b>	ACTUAL COST
<b>CLERICAL SERVICES</b>	\$35/HOUR
<b>PURCHASE OF DATA:</b> SECURED TAX ROLL, PAID/UNPAID DATA, ELECTRONIC, ASSESSOR'S MAP AND TRACT MAP FILES, OR OTHER THIRD-PARTY DATA	ACTUAL COST
<b>OTHER OUT-OF-POCKET EXPENSES NOT MENTIONED ABOVE</b>	ACTUAL COST

### 3. FEE SCHEDULE – OTHER TASKS

Total compensation for completion of Optional Tasks identified in Section 3 of the Scope of Services (Other Tasks) shall be billed on a flat fee basis as indicated in Table 4 below or charged at the hourly rates listed in Table 1 above. In addition to fees for services, School District shall reimburse DTA for out-of-pocket expenses for each task not to exceed the amounts shown in Table 3 below.

**Table 4**  
**Other Tasks**

<b>TASK</b>	<b>FLAT FEE</b>	<b>EXPENSES</b>
<b>TASK 1 – ANNUAL DISCLOSURE (COPS/SFID)</b>	<b>\$2,000 PER DISCLOSURE REPORT</b>	<b>\$150</b>
<b>TASK 2 – COPS PREPAYMENT ANALYSIS</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 3 – REDEVELOPMENT FUND REVIEW</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 4 – CFD NO. 90-1 SPECIAL TAX LETTER</b>	<b>\$250 PER LETTER</b>	<b>\$50</b>
<b>TASK 5 – ACCOUNT STATEMENT REVIEW FOR CFD NO. 90-1 AND COPS</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>\$50</b>
<b>TASK 6 – DELINQUENCY COLLECTIONS</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 7 – SBE BOUNDARY MAP PREPARATION</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>
<b>TASK 8 - ALL OTHER TASKS REQUESTED BY CUSD</b>	<b>TIME &amp; MATERIALS BASED ON HOURLY RATES IN TABLE 1 ABOVE</b>	<b>BASED ON ACTUAL EXPENSES</b>



**EXTENSION OF AGREEMENT NO. C0809017**

**BETWEEN**

**CAPISTRANO UNIFIED SCHOOL DISTRICT**

**AND**

**DAVID TAUSSIG & ASSOCIATES**

**RFP NO. 5-0708 – SPECIAL TAX CONSULTING SERVICES FOR PUBLIC FINANCING**

This Request for Proposal (RFP) called for an original 12-month contract covering the period April 22, 2008 through April 21, 2009, with annual renewals at the option of the Board of Trustees for two additional one-year periods.

The contract with David Taussig & Associates pursuant to RFP No. 5-0708, shall be extended, covering the period April 22, 2009 through April 21, 2010, at the prices shown in Exhibit A to this Extension Agreement.

Except as set forth in this Extension Agreement, and Board approved on April 21, 2008, all other terms of the contract remain in full force and effect.

**DISTRICT**

**CONTRACTOR**

**Capistrano Unified School District**

**David Taussig & Associates**

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Terry Fluent

\_\_\_\_\_  
Print Name

Director, Purchasing

\_\_\_\_\_  
Title

Date: \_\_\_\_\_


Date: \_\_\_\_\_



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: EXTENSION OF RFP NO. 2-0708 – AUDIT SERVICES – VAVRINEK, TRINE, DAY & CO., LLP**

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**BACKGROUND INFORMATION**

On December 10, 2007, the Board of Trustees authorized advertising for Request for Proposal No. 2-0708 - Audit Services. A Request for Proposal (RFP) was designed, and the scope of work and rating system was developed to meet the specific requirements of the Capistrano Unified School District. The RFP was properly advertised, and the District received three proposals.

On April 21, 2008, the Board of Trustees awarded RFP No. 2-0708 - Audit Services to Vavrinek, Trine, Day & Co., LLP. The term of the contract commenced April 22, 2008 through April 21, 2009, with two (2) one-year renewal periods at the option of the Board of Trustees not to exceed 24 months.

To date, the expenditures on this contract total \$30,949.46.

**CURRENT CONSIDERATION**

This agenda item seeks approval to extend RFP No. 2-0708 – Audit Services for the first renewal period April 22, 2009 through April 21, 2010.

In light of the current fiscal crisis, a letter was sent to Vavrinek, Trine, Day & Co., LLP along with their current fee schedule requesting the firm submit reduced costs for the 2009/10 renewal period as shown in Exhibit A.

Vavrinek, Trine, Day & Co., LLP agreed to extend the contract for the next 12 months at the same terms and conditions as the original agreement, rolling back their prices resulting in a reduction of \$4,000, or a 4.8% savings from the previously agreed to annual fee for auditing services as shown in Exhibit B. Contract documents are available for review in the Purchasing Department.

Upon Board approval, Exhibit C shows the Extension Agreement between Capistrano Unified School District and Vavrinek, Trine, Day & Co., LLP for the extension period April 22, 2009 through April 21, 2010.

**APPROVAL: EXTENSION OF RFP NO. 2-0708 – AUDIT SERVICES**

March 9, 2009

Page 2

**FINANCIAL IMPLICATIONS**

The cost of the annual audit will be \$80,000 for the 2008/09 fiscal year and will be budgeted in the General Fund.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve the extension of RFP No. 2-0708 – Audit Services with Vavrinek, Trine, Day & Co., LLP for the renewal term of April 22, 2009 through April 21, 2010.



# Capistrano Unified School District

*Excellence in Education*

33122 Valle Road, San Juan Capistrano, CA 92675

Telephone (949) 234-9441/FAX 493-4083



February 6, 2009

## BOARD OF TRUSTEES

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President

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Clerk

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## SUPERINTENDENT

A. WOODROW CARTER

Mr. Royce E. Townsend  
Vavrinek, Trine, Day & Co., LLP  
8270 Aspen Street  
Rancho Cucamonga, CA 91730

**Subject: RFP No. 2-0708 – Audit Services**

Dear Mr. Townsend:

Your current contract for services to the Capistrano Unified School District, as referenced above, will expire on April 21, 2009.

In light of the current fiscal crisis facing the State of California and its impact on the District, you are being asked to submit reduced costs for the renewal period April 22, 2009 through April 21, 2010. A copy of your current contract pricing is enclosed for your review. Please provide a comparison sheet with a column listing your current pricing and a column listing your proposed pricing. **Should your company wish to extend your contract for an additional 12-month period, a letter to this office stating your desire to extend must be received by Thursday, February 12, 2009.**

Financial consideration shall be part of the determination by the Board of Trustees for acceptance of this contract extension or the necessity to re-bid this service.

Your understanding and assistance in this matter is appreciated.

If you have any questions, please contact me at (949) 234-9436.

Sincerely,

Terry Fluent  
Director, Purchasing

TF:ms

enc.

c: Ronald N. Lebs, Deputy Superintendent, Business & Support Services  
Kristofer R. Pitman, Executive Director Fiscal Services

**EXHIBIT A**  
**Page 1 of 2**



## Compensation and Additional Terms Of the Engagement

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### *Period Covered by Agreement*

This agreement shall cover the three-year period beginning July 1, 2007 and ending June 30, 2010, inclusive, including required time to complete said audits.

### *Compensation*

Personal services performed by the Auditors shall be reimbursed at the following hourly rates:

	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Partner/Principal	\$ 190	\$ 195	\$ 200
Manager/School Services	150	155	160
Consultant	150	155	160
Supervisor	120	125	130
Senior in Charge	110	115	120
Staff Accountant	90	95	100
Paraprofessional	70	74	78

In addition to such payment for personal services, Auditors shall be reimbursed for such travel as may be necessary, computed at the current IRS rate per mile.



February 11, 2009

Terry Fluent  
Director, Purchasing  
Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano, CA 92675

Dear Mr. Fluent:

I have received your correspondence regarding the extension for the audit ending June 30, 2009. Vavrinek, Trine, Day & Co., LLP is cognizant of the fiscal crisis facing the State of California, and the effects this crisis places on the K-12 educational community. We would like to continue the business relationship entered into during the previous audit for the additional 12-month period. Accordingly, per your request, I have attached a revised page 1 of Exhibit A, with the audit price for the audit ending June 30, 2009 rolled back to the previous year's cost, resulting in a reduction of \$4,000, or a 4.8% savings from the previously agreed to annual fee for auditing services noted in Exhibit A, page 2 of 2.

I hope the revision we have made to assist Capistrano Unified School District will meet with the Board of Trustees approval.

Sincerely,

Royce Townsend  
of Vavrinek, Trine, Day & Co., LLP



## Compensation and Additional Terms Of the Engagement

---

### *Period Covered by Agreement*

This agreement shall cover the period beginning July 1, 2008 and ending June 30, 2009, inclusive, including required time to complete said audits.

### *Compensation*

Personal services performed by the Auditors shall be reimbursed at the following hourly rates:

		<u>Current Pricing</u>	<u>Proposed Pricing</u>
Audit Fees	\$80,000	\$84,000	\$80,000
	<u>2007-08</u>	<u>2008-09</u>	<u>2008-09</u>
Partner/Principal	\$ 190	\$ 195	\$ 190
Manager/School Services	150	155	150
Consultant	150	155	150
Supervisor	120	125	120
Senior in Charge	110	115	110
Staff Accountant	90	95	90
Paraprofessional	70	74	70

In addition to such payment for personal services, Auditors shall be reimbursed for such travel as may be necessary, computed at the current IRS rate per mile.

**EXTENSION OF AGREEMENT NO. C0708002**

**BETWEEN**

**CAPISTRANO UNIFIED SCHOOL DISTRICT**

**AND**

**VAVRINEK, TRINE, DAY & CO., LLP**

**RFP NO. 2-0708 – AUDIT SERVICES**

This Request for Proposal (RFP) called for an original 12-month contract covering the period April 22, 2008 through April 21, 2009, with annual renewals at the option of the Board of Trustees for two additional one-year periods.

The contract with Vavrinek, Trine, Day & Co., LLP pursuant to RFP No. 2-0708, shall be extended, covering the period April 22, 2009 through April 21, 2010, at the prices shown in Exhibit A to this Extension Agreement.

Except as set forth in this Extension Agreement, and Board approved on April 21, 2008, all other terms of the contract remain in full force and effect.

**DISTRICT**

**CONTRACTOR**

**Capistrano Unified School District**

**Vavrinek, Trine, Day & Co., LLP**

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Terry Fluent

\_\_\_\_\_  
Print Name

Director, Purchasing

\_\_\_\_\_  
Title

Date: \_\_\_\_\_


Date: \_\_\_\_\_



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: PILOT PROGRAM FOR SALE OF SURPLUS PROPERTY  
– INTERSCHOLASTIC TRADING COMPANY, LLC (INTERSCHOLA)**

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**BACKGROUND INFORMATION**

Asset reallocation is a large and complex issue for schools and districts nationwide. Each year, the District “retires” durable goods and assets in the normal course of business. These assets include: desks, computers, textbooks, lab equipment, foodservice supplies, transportation goods, office furniture, classroom fixtures, custodial equipment, physical education equipment, etc. Research indicates that the decision to retire goods may be influenced by factors such as: a planned cycle of obsolescence; budget resources which unexpectedly allow for purchases of newer items; donations of newer/higher quality items from an outside entity; and/or, demographic changes in the community which influence the size/makeup of the student population. When such goods are “put into retirement”, the District is charged with disposal of the existing items to make room for new items. The disposal process must be accomplished with limited staffing and resources. Currently, few venues exist whereby the District can capture significant value from the retired goods.

The California Education Code requires that surplus equipment sold by school districts follow a process of advertising and auction. Exhibit A is a summary of the Education Code’s requirements on the sale of property and the District’s Board Policy, BP 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property).

**CURRENT CONSIDERATIONS**

This agenda item pertains to the approval to enter into a pilot program with Interscholastic Trading Co., LLC (InterSchola) to manage the surplus auction process for the District. The term of this pilot program will be for one year. Utilizing the eBay auction environment, InterSchola sells surplus goods to a global audience. Working in accordance with Education Code, InterSchola manages the auction process from start to finish. The District currently runs their own surplus program, but with limited staffing and resources it has not been implemented to the fullest potential, nor has the District seen a significant revenue stream from the program.

**APPROVAL: PILOT PROGRAM FOR SALE OF SURPLUS PROPERTY  
INTERSCHOLASTIC TRADING COMPANY, LLC (INTERSCHOLA)**

March 9, 2009

Page 2

The intent of the pilot program is to gain an understanding of the surplus process, to inventory all surplus property within the District, to set up a calendar for disposal and collection of surplus property at all sites, to determine the most effective method to dispose of the District's surplus property, and to create a potential revenue stream.

The District will run the surplus program concurrent with InterSchola during the pilot period.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this pilot program. Exhibit B shows the proposed Services Agreement and fee structure in which InterSchola shares the proceeds of sales with the District. Per California Education Code, proceeds may be deposited into the original fund from which the purchase was made, or into the District's General Fund.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board approve the one year pilot program with InterSchola to manage the surplus auction process for the District.



## SUMMARY – PROCEDURES FOR SALE OF SURPLUS PERSONAL PROPERTY

### 1. PROCEDURES FOR SALE OF SURPLUS PERSONAL PROPERTY (Per CA Ed Code Sections 17545-17546)

Declare Property Surplus: The governing board should first determine which property it wishes to sell as surplus. Property is considered surplus when it is no longer needed for school purposes or is unsuitable for school purposes.

Post Notice: Prior to a sale the district must give public notice. There are two methods.

- (a) Post notice of the sale in at least three public places in the district for at least two weeks prior to sale; or
- (b) Publish notice in a newspaper printed and circulated in the district, at least once a week for at least two weeks.

Public Sale: The district must sell property to the highest responsible bidder at a public auction. School Districts may transfer property to the highest bidder after receiving payment.

Private Sale: If no qualified bids are received using the above procedures, surplus property may be sold at private sale without notice or advertising.

Salvage-Value Assets: If the governing board finds by unanimous vote of those present that the value of the surplus property is insufficient to defray costs of sale, then it may donate the property to a charitable organization or discard it.

### 2. SALE OF PERSONAL PROPERTY WORTH NO MORE THAN \$2,500

If the governing board finds by a unanimous vote of those present that all property declared surplus – whether it consists of one or more items – is worth \$2,500 or less, then it may sell the property by private sale. If the property declared surplus is worth more than \$2,500, it must be sold using public notice and auction procedures described above.

### 3. INSTRUCTIONAL MATERIALS (Per CA Ed Code Sections 60510-60511)

School districts may donate or sell either surplus materials or undistributed, obsolete instructional materials.

Determine Whether Obsolete or Unusable: First determine whether materials are obsolete or unusable. The governing board is required by the Education Code to adopt rules and procedures for making this determination. See Board Policy BP 3270 attached.

Donation: The district may donate obsolete or unusable instructional materials to libraries, other government agencies, or to charitable organizations.

Sale: The district may sell obsolete or unusable instructional materials to any group who agrees to use them solely for educational purposes. Groups receiving these materials must certify to the governing board that they will use the materials for educational purposes only, and that they will not charge anything to persons to whom the organization gives or lends the materials.

#### 4. SALE TO OTHER GOVERNMENT AGENCIES

Districts may sell surplus property to other government agencies. The public notice and auction procedure is not required. A private sale may be used.

#### 5. DISPOSITION OF SALE PROCEEDS

Sale proceeds may be deposited into the original fund from which the purchase was made, or into the district's general/reserve funds.

**SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY)**

The Governing Board recognizes that the District may own personal property which is unusable, obsolete, or no longer needed by the District. The Superintendent or designee shall arrange for the sale or disposal of District personal property in accordance with Board policy and the requirements of state law.

The Superintendent or designee shall identify to the Board all items not needed by the District, together with their estimated value and a recommended disposition.

Instructional materials may be considered obsolete or unusable when they:

1. Contain information rendered inaccurate or incomplete by new discoveries or technologies.
2. Have been replaced by more recent versions or editions of the same material, and they are of no foreseeable value in other instructional areas.
3. Contain demeaning, stereotyping or patronizing references to either sex, to members of racial, ethnic, religious, vocational or cultural groups, or to persons with physical or mental disabilities.
4. Have been inspected and discovered to be damaged beyond use or repair.

The Board may dispose of District property by any methods according to law.

*Legal Reference:*

EDUCATION CODE

*39510-39512 Sale or lease of personal property by one District to another (or certain other agencies)*

*39520-39529 Sale of personal property*

*60413 Sales to pupils; disposition of proceeds*

*60420 Disposal of old textbooks*

*60500 Determination of obsolescence*

*60510-60513 Donation or sale*

*60520-60521 Disposition of sale proceeds*

*60530 (Methods of) destruction*

GOVERNMENT CODE

*25505 District property; disposition; proceeds*

Policy  
adopted: February 26, 1996

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
San Juan Capistrano, California



## INTERSCHOLA™ SERVICES AGREEMENT

This Services Agreement (“**Agreement**”) is made as of the last date set forth below in the signature blocks of this Agreement (the “**Effective Date**”) by and between Interscholastic Trading Company, LLC, having its principal place of business in San Francisco, California (“**InterSchola**”), and **Capistrano Unified School District**, located in San Juan Capistrano, California (“**Client**”).

### Recitals

A. InterSchola offers a service to assist Client in selling surplus new and used education goods in an online auction environment and through other surplus goods channels in compliance with CA Education Code Sections 17540-17542, 17545-17547, 60510-60511 and/or 81450-81460 as appropriate.

B. Client desires to sell surplus education goods and to engage InterSchola to assist in such endeavor.

### Agreement

In consideration of the foregoing Recitals (which are incorporated herein) and the mutual covenants and agreements contained herein, the parties hereto agree as follows:

#### 1. InterSchola Responsibilities.

InterSchola shall use commercially reasonable efforts to perform the services as more fully described in Exhibit A (“**Auction Plan and Schedule**”) and to complete such services in a professional and workmanlike manner. InterSchola may retain independent contractors to manage the auction activities remotely and at the Client location(s) (“**Field Auction Manager(s)**”) and shall use commercially reasonable efforts to ensure that the Field Auction Managers perform their tasks in a professional and workmanlike manner. InterSchola shall be in compliance with all laws, ordinances, rules and regulations relevant as a result of the services contemplated hereunder. InterSchola shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement. InterSchola may update Exhibit A (“**Auction Plan and Schedule**”) by providing Client thirty (30) days written notice.

#### 2. Client Responsibilities.

Client agrees to assign a representative who will be the primary contact for InterSchola (the “**Client Representative**”) to work with InterSchola and its Field Auction Manager(s). Client will provide a safe and clean environment for the Field Auction Manager(s) in which to perform his/her inventory and related work. Further, Client acknowledges that InterSchola’s ability to perform as required under the Auction Plan and Schedule will require Client to perform certain tasks as contemplated in Exhibit A, which Client agrees to perform in a commercially reasonable manner. Client shall be in compliance with all laws, ordinances, rules and regulations relevant as a result of the services contemplated hereunder. Client represents that it has the right to sell any items to be sold in connection with this Agreement. Client will indemnify and hold harmless InterSchola and its officers, Managers, employees and agents from and against all claims, damages, losses or costs (including reasonable attorney fees) arising in connection with any claim based on or arising from items sold or offered for sale in connection with this Agreement or title thereto, except to the extent such claim is based on the negligence or willful misconduct of InterSchola or its agents.

#### 3. Relationship of the Parties.

Nothing contained herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between Client and InterSchola or between Client and InterSchola’s Field Auction Manager(s). InterSchola agrees and acknowledges that neither it nor any of its employees or independent contractors shall be considered officers, employees or agents of Client and are not entitled to benefits of any kind from Client and InterSchola shall be responsible for payment of all federal, state and local taxes or

contributions, if any, including for unemployment insurance, social security and income taxes with respect to InterSchola's employees.

#### **4. Fees.**

Client agrees to receive payment for items sold by InterSchola on behalf of Client less fees to InterSchola as set forth in Exhibit B ("**Fee Structure**"). InterSchola may update Exhibit B from time to time by providing Client thirty (30) days written notice, but in no event will such an update affect any listings for which Public Notice has already been posted. Client shall be responsible for the payment of any other fees, fines, licenses or taxes (including sales tax collected) required of or imposed against Client.

#### **5. Client Acknowledgements.**

Client acknowledges and agrees that: (i) InterSchola cannot predict how much, if any, revenue will be produced for Client through the activities contemplated in the Auction Plan and Schedule; (ii) the parties may not succeed in significant reduction of inventory or storage requirements for Client; (iii) active participation in the Auction Plan and Schedule by an appointed Client Representative will be required by Client and its employees or contractors (as set forth in this agreement); (iv) the Field Auction Managers may be independent contractors retained by InterSchola, and may not be fully bonded or insured; and (v) InterSchola makes no representation that it has performed background checks on all employees or independent contractors of InterSchola, and as a result Client agrees to assign Client Representative to supervise and monitor InterSchola's employees or Field Auction Managers while they are on Client's site and not to permit InterSchola nor any of its employees or Field Auction Managers to have contact with any pupil during the course of performing the services contemplated herein.

#### **6. Confidentiality; Limits Imposed by Law.**

InterSchola acknowledges that its Confidential Information may be disclosed to members of the public as required by the California Public Records Act (Government Code section 6250 et seq.) or at Client's public board meetings pursuant to the Brown Act (Government Code Section 54950 et seq.) Except to the extent required by these or other laws, a party receiving Confidential Information from the other party will not disclose or use it except as necessary to perform its obligations or enforce its rights under this Agreement, and each party will take all reasonable steps to ensure that its employees and agents comply with the foregoing. In the event of use or disclosure by the receiving party in violation of this Agreement, the disclosing party will be entitled to seek legal or equitable relief without posting bond.

"Confidential Information" means: (i) with respect to Client, any personally identifiable information of a student of Client's; (ii) with respect to InterSchola, all information which gives InterSchola a competitive business advantage or the disclosure of which would be detrimental to its interests; (iii) the terms of this Agreement; and (iv) all information that is marked as confidential. "Confidential Information" does not include information which: (i) is or becomes generally known to the public by any means other than a breach of the obligations of the receiving party; (ii) is received by the receiving party from a third party other than in breach of confidentiality obligations; (iii) is independently developed by the receiving party; or (iv) is subject to disclosure under court order or other lawful process.

#### **7. Disclaimer of Warranties.**

INTERSCHOLA DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, QUIET ENJOYMENT, QUALITY OF INFORMATION, FITNESS FOR A PARTICULAR PURPOSE, AND TITLE/NON-INFRINGEMENT. NO ORAL OR WRITTEN INFORMATION OR ADVICE GIVEN BY INTERSCHOLA OR ITS AUTHORIZED REPRESENTATIVES SHALL CREATE A WARRANTY OR IN ANY WAY INCREASE THE SCOPE OF INTERSCHOLA'S OBLIGATIONS HEREUNDER.

#### **8. Limitation of Liability and Damages.**

EXCEPT WITH RESPECT TO CLIENT'S INDEMNITY OBLIGATIONS IN SECTION 2, NEITHER PARTY NOR ANY OF ITS OFFICERS, EMPLOYEES, AGENTS OR CONTRACTORS SHALL BE LIABLE TO THE OTHER PARTY OR ANY OTHER INDIVIDUAL OR ENTITY FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS, REVENUE, DATA, OR USE ARISING OUT OF THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY. IN NO EVENT WILL INTERSCHOLA'S LIABILITY ARISING OUT OF OR OTHERWISE WITH RESPECT TO THIS AGREEMENT AND THE TRANSACTIONS CONTEMPLATED HEREBY (WHETHER IN CONTRACT, TORT OR OTHERWISE) EXCEED THE GREATER OF THE MAXIMUM AMOUNT COVERED BY ANY APPLICABLE INSURANCE CARRIED BY INTERSCHOLA OR THE AMOUNTS RECEIVED BY INTERSCHOLA UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTHS PRIOR TO THE DATE LIABILITY IS DETERMINED.

#### **9. Term and Termination.**

The term ("Term") of this Agreement shall begin on the Effective Date and shall continue thereafter for one year with automatic one year renewals. Either party may terminate this Agreement for material breach by the other party that is not cured thirty (30) days after receipt of written notice by the non-breaching party. Following the first anniversary of the Effective Date, either party may terminate this Agreement for no cause by providing thirty (30) days written notice to the other party.

#### **10. Publicity.**

Client grants InterSchola the right to and agrees that InterSchola may use Client's name and the existence of this Agreement in client lists, presentations or promotions with prior written approval from Client, which shall not be unreasonably withheld.

#### **11. Insurance.**

InterSchola shall procure and maintain for the duration of the Term insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by InterSchola.

InterSchola shall maintain limits no less than:

General Liability: \$1,000,000 per occurrence. \$2,000,000 aggregate.

#### **12. General Provisions.**

- 12.1. Arbitration and Governing Law. Except as provided below, any dispute, controversy or claim relating to this Agreement shall be resolved in San Francisco, California in accordance with the then-existing Commercial Arbitration Rules promulgated by the American Arbitration Association. The decision of the arbitrator shall be final and binding on the parties, and judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Notwithstanding the foregoing, this Section shall not preclude either party from seeking temporary, provisional, or injunctive relief from any court. This Agreement shall be governed by the laws of the State of California without reference to its conflict of laws rules.
- 12.2. Entire Agreement. This Agreement sets forth the entire agreement between the parties with regard to the subject matter hereof. No other agreements, representations, or warranties have been made by either party to the other with respect to the subject matter of this Agreement, except as referenced herein. This Agreement may be amended only by a written agreement signed by both parties.

- 12.3. Anti-Discrimination. InterSchola will not engage in unlawful discrimination in employment of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, age, sexual orientation or gender of such persons.
- 12.4. Assignment. The obligations of InterSchola pursuant to this Agreement may not be assigned, except, in the case of a merger or acquisition of all or substantially all of InterSchola's business.
- 12.5. Severability. If any of the provisions of this Agreement are found or deemed by a court to be invalid or unenforceable, they shall be severable from the remainder of this Agreement and shall not cause the invalidity or unenforceability of the remainder of this Agreement.
- 12.6. Waiver. Neither party shall by mere lapse of time without giving notice or taking other action hereunder be deemed to have waived any breach by the other party of any of the provisions of this Agreement. Further, the waiver by either party of a particular breach of this Agreement by the other party shall not be construed as, or constitute, a continuing waiver of such breach, or of other breaches of the same or other provisions of this Agreement
- 12.7. Force Majeure. Neither party shall be liable for any delay or failure to perform its obligations hereunder resulting from any cause beyond such party's reasonable control, including but not limited to acts of God, weather, fire, floods, strikes, work stoppages, slowdowns or other industrial disputes, accidents, riots or civil disturbances, acts of government, and acts of war or terrorism.
- 12.8. Survival. The following provisions shall survive termination or expiration of this Agreement: Section 2 (but only with respect to Client's indemnity obligation); Section 6 (Confidentiality); Section 7 (Disclaimer of Warranties); Section 8 (Limitation of Liability and Damages), and Section 12 (General Provisions).

**AGREED AND ACKNOWLEDGED:**

**CLIENT:** \_\_\_\_\_ **INTERSCHOLASTIC TRADING COMPANY, LLC**

**Signature:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please fax the complete signed contract to (415) 651- 9676.**

**In addition, please mail two (2) complete signed copies (with original signatures) of the complete agreement to:**

**InterSchola**  
**1004A O'Reilly Ave, 3<sup>rd</sup> Floor**  
**San Francisco, CA\_ 94129**



## **Exhibit A**

### **AUCTION PLAN & SCHEDULE**

#### **GENERAL SERVICES**

- For first time clients, InterSchola agrees to make an initial visit (“Initial Visit”) to Client location(s) within a reasonable and agreed to time frame following the initial request by Client to introduce the InterSchola Field Auction Manager(s) to the Client Representative
- Client agrees to schedule and host subsequent Field Auction Manager visit(s) to assess identified surplus inventory (“Inventory Assessment”) as agreed to by InterSchola and Client.
- Once items have been identified, by the Client, as InterSchola Managed Inventory, InterSchola reserves all rights to manage the sale/disposal of such assets in accordance with this agreement and/or any partner agreements until such assets are “released” to the Client.

#### **AUCTION SERVICES – INVENTORY ASSESSMENT**

- InterSchola Field Auction Manager sorts identified surplus asset inventory on Client premises /evaluates asset quality/determines feasibility of assets for sale in an open market environment (“InterSchola Managed Inventory”).
- InterSchola Field Auction Manager creates inventory list, takes digital photos and detailed notes on each asset determined feasible for sale in an open market environment.
- InterSchola Field Auction Manager and/or other InterSchola staff creates public auction listings for each asset determined feasible for sale in an open market environment using detailed product descriptions based upon knowledge of the education market and the online auction market.
- **POTENTIALLY DANGEROUS ITEMS.** With respect to an asset/asset(s) which InterSchola reasonably determines to be potentially dangerous to test, including items which may be electrical, mechanical, motorized or otherwise operable (e.g. automobiles, power tools, sharp tools etc.), Client shall be responsible for testing the asset in the presence of InterSchola Field Auction Manager in order for the product listing to include a valid statement regarding proven operability of the item at the time of listing.
- Should InterSchola Field Auction Manager discover an environment that is not safe or clean to perform inventory, InterSchola reserves the right to cancel inventory efforts, or postpone resumption of inventory until working conditions can be improved.

#### **AUCTION SERVICES - GENERAL**

- Prior to a sale, the district must give public notice. InterSchola provides documentation to Client to be used for purposes of satisfying the requirement of public notice for a surplus auction.
- In compliance with CA Ed Code Section 17545, InterSchola posts appropriate auction listings to eBay, to satisfy education code requirements for public auction. InterSchola may, at its own discretion also make items available for auction through other public bid forums, though not in conflict with an auction already in progress. InterSchola pays all fees associated with listing assets on eBay and/or sales and marketing costs through Refund less \$100 for expenses. ~~other~~Other channels chosen by InterSchola.
- InterSchola sends listings to Client via email prior to auction launch. Client must review all listings and send email response to InterSchola to confirm reasonable accuracy of listing content. Should Client not respond to InterSchola in advance of auction launch, InterSchola assumes district has approved listing content. In this case, should a buyer later use a listing error as the basis for a refund, this error will be deemed the responsibility of the Client. See BUYER REFUNDS section of Exhibit B below.)
- InterSchola supports high-level marketing to the intended buyer community in conjunction with partner auction site. In addition, InterSchola may feature public notice of current, upcoming and past auctions on the InterSchola website to promote additional buying activity.
- InterSchola initiates auction and manages all customer queries through auction end, receipt of payment and shipping or delivery of item (“Auction Close”).

#### **AUCTION SERVICES - AUCTION CLOSE**

- InterSchola collects payment (sale price plus shipping and handling and appropriate sales tax) from winning bidder(s) in accordance with close of auction/sale and payment procedures specified in the InterSchola item description.
- InterSchola Field Auction Manager returns to Client location(s) usually within 5-10 business days after the auction end date (First Pickup Day) to package paid items and coordinate deliveries of goods to winning bidder(s)/buyer(s). An additional Backup Pickup Day is also scheduled in advance with Client for items for which payments were not received before the First Pickup Day.
- Client may be asked to facilitate pickups on days other than the First Pickup Day or Backup Pickup Day. Preparation for such pickups will have been made by the InterSchola Field Auction Manager and in such cases, the Client Representative will be adequately briefed on required activity, including handling of paperwork, to ensure that such pickups are handled smoothly.

Should a confirmed or unconfirmed buyer arrive unannounced on a day other than a scheduled pickup day, Client is to notify InterSchola immediately.

- InterSchola may request assistance from Client Representative or other staff for moving large assets for purposes of inventorying items and/or preparation for packaging and delivery of items. Examples of such requests from InterSchola may include: a) assistance in the movement of heavy assets at Client location by Client Representative (i.e. by forklift), b) request for palletizing assets by Client Representative to assist with sale of assets, c) placing salvage assets in salvage bins arranged for delivery and removal by InterSchola, d) provision of surplus packaging materials that otherwise would be discarded by Client, or e) request to handle the "Transfer" of an item that has been prepared for pickup should a buyer or buyer representative be unable to attend one of the scheduled pickup days. If the Client is unable to confirm assistance, InterSchola may at its own discretion choose not to handle the listing of those items for which assistance will be required to successfully complete the sale.
- InterSchola confirms receipt of goods by buyer(s) through email confirmation from buyer and/or acknowledgement by third party shipping or delivery service.

### **COMPLEX ITEMS**

- On behalf of its clients, InterSchola may list for sale certain items, herein referred to as "Complex Items," that require greater time and attention than standard items for inventory, auction preparation, marketing, and/or packing, shipping, dismantling or making arrangements for removal. "Complex Items" may include, but are not limited to: portable classrooms; mobile units; office trailers; building structures of any kind; large, complex machinery or equipment or maintenance "systems"; items that require complex "handling" (e.g. crating); LOTS that will require multiple days for removal; or items that have a very limited marketplace. InterSchola will work to facilitate a successful transaction of such items as directed by the Client, subject to the fee structure for Complex Items in Exhibit B.
- Should InterSchola deem an item not listed by category in Exhibit A to be a "Complex Item", it will give notice thereof to Client before items are offered for sale. In this case, Client may remove the item from InterSchola-Managed Inventory by notice to InterSchola within 3 business days after it receives notice of the "Complex Item" designation. Alternatively, InterSchola may at its own discretion choose not to include such item.
- On behalf of its clients, InterSchola may agree to perform an Inventory Assessment on a selection of items that requires greater time and attention than a standard Inventory Assessment. "Complex Inventory Assessments" may include, but are not limited to Inventory Assessments at multiple locations or at locations for which access by the Field Auction Manager is not readily available (e.g., non warehouse locations). Often times, InterSchola cannot determine whether an Inventory Assessment is "Complex" until the Field Auction Manager visits the inventory locations. Should InterSchola deem an Inventory Assessment to be a Complex Inventory Assessment, it will give notice thereof to Client before offering items for sale. In this case, Client may remove the item from InterSchola-Managed Inventory by notice to InterSchola within 3 business days after it receives notice of the "Complex Item" designation. Alternatively, InterSchola may at its own discretion choose not to include such item.

### **SALVAGE ASSETS**

- InterSchola may research other channels for sale/disposal of assets deemed not saleable in an open market environment pursuant to and in accordance with CA Ed Code Section 17540 and 17546 (and in the case of Instructional Materials, 60510-60511).
- InterSchola uses commercially reasonable efforts, including services of InterSchola partners, to find (Salvage) buyers of such assets at the best price for Client.
- InterSchola collects payment from buyer(s) in accordance with terms set forth by InterSchola.
- InterSchola Field Auction Manager returns to Client location(s) usually within 5-10 business days after the auction end date (First Pickup Day) to package paid items and coordinate deliveries of goods to winning bidder(s)/buyer(s). An additional Backup Pickup Day is also scheduled in advance with Client for items for which payments were not received before the First Pickup Day.

### **OTHER**

- InterSchola manages transfer of proceeds for Completed Sales to Client on a rolling basis within three months (approximately 75- 90 days) of the auction end date. A Completed Sale is defined as an item which has been sold, payment received from buyer and item removed from Client location, either shipped or picked up. If an item has been sold, but payment has not been received from buyer or pickup/shipping is not completed before the three-month period has been completed, the transfer of funds will be made in the next semi-monthly rolling payment cycle, after removal of the item has been confirmed.
- Proceeds are defined as total of sales price plus sales tax collected less InterSchola commission/fees. Calculations of individual auction listing proceeds will be presented with each payment.
- InterSchola does its best to ensure buyer/customer satisfaction. In the event that the buyer is not satisfied with product received from Client, InterSchola will arrange settlement with the buyer in accordance with eBay guidelines (a link to these guidelines can be found here: <http://pages.ebay.com/help/ip/cspdp-process.html>). InterSchola does not accept Returns. All InterSchola auction items are sold "as-is." See BUYER REFUNDS section of Exhibit B below.)

- In the case that an item does not sell at auction or that a transaction is cancelled without payment or pickup, InterSchola will determine feasibility for other means of sale in accordance with CA Ed Code Section 17540 and 17546 (and in the case of Instructional Materials, 60510-60511).
- Client is responsible for any fees associated with posting Public Notice, including but not limited to public advertising costs, if required or determined by the Client. In no event will Client be responsible for InterSchola's corporate income tax or any other fees, fines, licenses or taxes required of or imposed against InterSchola.

### **Exhibit B**

#### **FEE STRUCTURE (STANDARD ITEMS)**

##### **ASSETS SOLD IN AN OPEN MARKET ENVIRONMENT**

	Description	Terms						
InterSchola Percent of Sale	Percent of net final auction listing transaction value	<table><tr><td><u>Sale Price</u></td><td><u>InterSchola Percentage of Sale</u></td></tr><tr><td>&lt;\$1000.00</td><td>48%</td></tr><tr><td>&gt;\$1000.01</td><td>48% of the first \$1000, plus 28% of the amount above \$1000</td></tr></table>	<u>Sale Price</u>	<u>InterSchola Percentage of Sale</u>	<\$1000.00	48%	>\$1000.01	48% of the first \$1000, plus 28% of the amount above \$1000
<u>Sale Price</u>	<u>InterSchola Percentage of Sale</u>							
<\$1000.00	48%							
>\$1000.01	48% of the first \$1000, plus 28% of the amount above \$1000							
InterSchola Service Fee	Per hour for on-site services provided by InterSchola Field Auction Manager(s) to sort inventory/evaluate asset quality/determine feasibility for sale	WAIVED						
InterSchola Network Payment	Flat annual fee to join InterSchola Network	WAIVED						

Sample Percent of Sale fee calculations:

Final sale price/item or multiple item listing	Percent of Sale fee calculations (InterSchola commission fees deductible from Client proceeds):
Example (final sale price): \$400	$[(48\% * \$400)] = \$192$ <b>District gets \$208</b> InterSchola effective rate – 48%
Example (final sale price): \$3600	$[(48\% * \$1000) + (28\% * \$2600)] = \$480 + \$728 = \$1208$ <b>District gets \$2392</b> InterSchola effective rate – 34%

#### **FEE STRUCTURE (COMPLEX ITEMS/ COMPLEX INVENTORY ASSESSMENTS)**

**Due to the additional requirements to manage these auction sales, InterSchola's fee structure for Complex Items is as follows:**

InterSchola Percent of Sale	Percent of net final auction listing transaction value	<u>Sale Price</u>	<u>InterSchola Percentage of Sale</u>
		<\$2500.00 >\$2500.01	48% 48% of the first \$2500, plus 28% of the amount above \$2500 * Plus service fee, if applicable

InterSchola Service Fee	Per hour for services provided by InterSchola in executing sale (first four hours are free.)	\$35.00/hour (*)
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(\*)A Service Fee at a rate of \$35/hour will be charged for all work performed by the InterSchola field and listing teams on these Complex Items/COMPLEX INVENTORY ASSESSMENTS in excess of 4 hours of attention (including, but not limited to, inventory, research, inspections, handling, etc.), before/during and after sale, to manage sale to Completion. InterSchola Service Fee, if applicable will be itemized and deducted from total proceeds of each auction round.

#### **FEE STRUCTURE (SALVAGE ITEMS)**

InterSchola Percent of Sale	Percent of final sale	50% (salvage value)
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InterSchola categorizes all items SOLD in forums other than the eBay marketplace as SALVAGE.


#### **IN ALL CASES ABOVE:**

- \* Client will be responsible for fees associated with the posting of the public notice of sale of surplus assets in accordance with CA Ed Code Section 17545 including but not limited to public advertising costs, if required or determined by the Client.
- \* Packaging materials will be provided by InterSchola unless otherwise agreed to by Client. All, shipping and handling fees will be the responsibility of InterSchola unless otherwise agreed to by the Client per Exhibit A.
- \* Refunds
  - All refunds are a reduction to selling price. Revenue split between client and InterSchola is based on net sales price after refund.
  - If refund is caused by misinformation from client, missing or damaged items, Client will be charged an additional fee equal to 25% of refund amount.
  - Charge will appear on InterSchola/Client invoice as an InterSchola Item Service Fee.
- \* Terminated Auctions
  - Items removed from the auction process at the client's request after inventory assessment but before auction listing will be assessed a fee of \$35.
  - Items removed from the auction process at the client's request after auction listing but before sale will be assessed a fee equal to 50% of the auction start price
  - Items that are sold at auction cannot be removed from the auction process and transactions cancelled without agreement of buyer. Should buyer agree to cancel sale, client will be charged a fee equal to 50% of the sales price.
  - Charge will appear on InterSchola/Client invoice as an InterSchola Item Service Fee.

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business & Support Services 

SUBJECT: **APPROVAL: MANDATED COSTS REIMBURSEMENT CONTRACT  
WITH SCHOOL INNOVATIONS & ADVOCACY**

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**BACKGROUND INFORMATION**

School districts incur expenses each year that occur due to federal and state laws, decisions of state or federal courts, and federal or state administrative regulations. Costs that are mandated by state law or regulations are required to be reimbursed by the state, while costs that are mandated by federal law, a court ruling, or an initiative are not required to be reimbursed by the state. School districts track their expenditures that are subject to this reimbursement requirement, and these expenses are tabulated and submitted to the state for reimbursement.

**CURRENT CONSIDERATION**

This agenda item pertains to the appointment of School Innovations & Advocacy to provide management services for the District's mandated costs reimbursement program for the 2008-09 fiscal year, with the contract expiring June 30, 2009.

**FINANCIAL IMPLICATIONS**

The financial implications related to this agenda item have been detailed in the contract with School Innovations & Advocacy, which is provided under separate cover as Exhibit A.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve the appointment of School Innovations & Advocacy to provide management services for the District's mandated costs reimbursement program for the 2008-09 fiscal year, as shown in Exhibit A.





## **MANDATE REIMBURSEMENT SERVICES AGREEMENT**

**Between**

**SCHOOL INNOVATIONS & ADVOCACY, INC.**

**And**

**CAPISTRANO UNIFIED SCHOOL DISTRICT**

THIS AGREEMENT, dated \_\_\_\_\_, 2009 (the "Agreement") is made by and between Capistrano Unified School District ("District"), and School Innovations & Advocacy, Inc., a California corporation ("SI&A"), each being a "Party" and collectively the "Parties".

### **RECITALS**

WHEREAS, District is authorized to retain consulting services to assist District in the preparation and filing of reimbursement and estimated claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California ("State"), and SI&A is qualified to perform such services; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing consulting services.

### **AGREEMENT**

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Period.** The Agreement period begins July 1, 2008 (the "Effective Date") and will automatically expire on June 30, 2009 (the "Expiration Date").

2. **Services.**

Description of Services. SI&A agrees to provide District the following consulting services ("Services") during the Agreement Period:

- (a) Prepare and file (based on information provided by District):

- (1) 2007/2008 reimbursement claims;

- (2) Late and amended 2006/2007 reimbursement claims; and

- (3) Newly claimable programs approved by the Commission on State Mandates ("Commission") if the filing deadline is within the Agreement Period;
- (b) Hold training sessions for District's staff during the Agreement Period, as necessary or appropriate (as reasonably determined by SI&A);
- (c) Monitor District's 2008/2009 mandated cost tracking systems;
- (d) Research and assist District with data collection for test claims approved by the Commission during the Agreement Period;
- (e) Serve as a liaison with the State Controller's Office and Commission regarding (i) statewide cost estimate request responses, and (ii) general questions from the State Controller's Office; and
- (f) Provide representation of District with respect to any State audit of claims that were prepared and submitted with SI&A's assistance pursuant to this Agreement, unless prior to claim submission SI&A advised District that SI&A would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns.

### 3. **District's Obligations.**

- 3.1 **District's Responsibilities; District Acknowledgment** District will be responsible for the following: (a) the substantive outcomes of the service; (b) preparing and furnishing to SI&A, promptly upon its request, such information that is reasonably necessary to perform the services; (c) accurately preparing and maintaining true and correct student documentation and records; (d) establishing and maintaining data collection and tracking procedures and other internal controls sufficient to support this service; (e) ensuring that District and its employees, agents and SI&As properly identify and comply with all laws and regulations applicable to District's activities; (f) Providing support and computer equipment compatible with the technology requirements specified by SI&A; (g) ensuring that District and school personnel who use School Innovations & Advocacy products participate in the training sessions provided to District by School Innovations & Advocacy; (h) Providing the assistance and contact information of school personnel; (i) Making timely payments to School Innovations & Advocacy for the products and services provided hereunder. (j) ensuring District has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); (k) maintaining original supporting documents for a period of four (4) years after the State's first payment of the claim. District understands that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee (as defined in Exhibit A – Standard Terms and Conditions) presumes a reasonable amount of cooperation and



assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained SI&A's requirements in this regard to District and District agrees to meet these requirements.

- 3.2 **Obligations to SI&A.** District shall provide SI&A all records and information relevant to any claim in a timely manner and contact information for District's personnel to whom SI&A may direct inquiries. District understands and agrees that the results of SI&A's inquiries, the documentation obtained from District and other corroborating information may be used by SI&A for filing and/or supporting the reimbursement claims, estimated claims or responding to audits or investigations.
- 3.3 **Claim Approval.** Upon presentation of a claim for District's approval, District agrees to review the claim and respond to SI&A by either: (a) certifying to SI&A, under penalties of perjury, that the time, costs and other data collected by District and furnished to SI&A in support of the claim are true and correct (for reimbursement claims) or constitute District's good faith estimates to the best of District's knowledge (for estimated claims); or (b) provide SI&A with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 4 of the Standard Terms and Conditions.
4. **California False Claims Act.** District acknowledges that reimbursement and estimated claims filed under this Agreement constitute "claims" under the California False Claims Act (California Government Code Section 12650, et seq.) ("False Claims Act") and consequently, District, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who "knowingly" present or cause to be presented false claims, or who "knowingly" make or cause to be made false records or statements in support of a claim. Under the False Claims Act, "knowingly" means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.
5. **Payment of Fees.**
- 5.1 **Fees.** For Services provided pursuant to the terms of this Agreement, District agrees to pay SI&A **\$42,400** (the "Fee") for the fiscal year 2008/09.
- 5.2 **Payment Plan.** The Fee is payable upon receipt of signed Agreement.
- 5.3 **Travel; Lodging Expenses.** If SI&A reasonably determines that travel to District's site is necessary, SI&A and District shall schedule mutually convenient date and times for such meetings. All travel and lodging expenses incurred by SI&A in connection with the Initial Scope of Services are included in the Fee.

5.4 Late Fee. Payment of the Fee is due thirty (30) days after District receives SI&A's invoice. A late fee of ten percent (10%) will be added if the invoice is not paid in full within the thirty (30) day period.

6. **Entire Agreement**. This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
7. **Exhibits**. All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
8. **Counterparts**. This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.

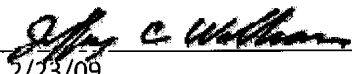
IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

**SI&A:**

**DISTRICT:**

**SCHOOL INNOVATIONS  
& ADVOCACY, INC.**

**CAPISTRANO UNIFIED SCHOOL  
DISTRICT**

Signature:   
Date Signed: 2/23/09  
Print Name: Jeffrey C. Williams  
Title: Chief Executive Officer  
Company: School Innovations & Advocacy  
Address: 11130 Sun Center Dr, Suite 100  
Rancho Cordova, CA 95670  
Phone: (800) 487-9234  
Fax: (888) 487-6441

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

## **EXHIBIT A - STANDARD TERMS AND CONDITIONS**

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee (as defined below) is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Period, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The parties agree that School Innovations & Advocacy is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Payment.** For purposes of the Agreement, the price of products and services set forth on the Products and Services Addendum and any other applicable fee pursuant to the Agreement shall be collectively referred to herein as the "Fee" or "Fees." District acknowledges that the Fees are based on the Initial Scope of Services anticipated by SI&A as of the date of this Agreement. The Fees shall be billed to District and District shall pay the entire amount within thirty (30) days after District receives SI&A's invoice. Payment of the Fee is due thirty (30) days after District receives SI&A's invoice. A late fee of ten percent (10%) will be added if the invoice is not paid in full within such thirty (30) day period.
3. **Termination.** Either party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other party not later than thirty (30) days prior to expiration of the Agreement Period. The effective date of termination shall be the Expiration Date of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 3, neither party shall have any liability to the other for damages resulting solely from a party's termination of this Agreement in accordance with this Section 3.
4. **Notice.** All Agreement notices must be in writing, directed to the party's address set forth below such party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A party may change the address stated in the Agreement by giving notice to the other party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Period, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assistances.** Upon request of the other party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither party may assign any rights or obligations under this Agreement without the prior written consent of the other party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code Sections 49073 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Period, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or SI&As who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. District shall defend, indemnify and hold harmless SI&A and all of its agents, directors, officers and employees from and against any and all claims, liabilities, losses, damages, judgments, costs and expenses (including attorneys' fees) and threats thereof, whether arising in tort, contract, statute or otherwise, arising out of or in connection with or relating to SI&A's performance of the Services, unless it is finally determined to have arisen solely from SI&A's gross negligence or willful misconduct. SI&A shall defend, indemnify and hold harmless District, and all of its agents, directors, officers and employees from and against any and all claims, liabilities, losses, damages, judgments, costs and expenses (including attorneys' fees) and threats thereof, whether arising in tort, contract, statute, or otherwise, arising out of or in connection with or relating to SI&A's performance of the Services if it is finally determined to have arisen solely from SI&A's gross negligence or willful misconduct.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a party's rights or obligations under this Agreement, then the prevailing party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et. seq. BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT. All general reference proceedings hereunder shall, unless all parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. SI&A shall have the full power and authority to interpret, construe and administer the Agreement and SI&A's determination shall be binding and conclusive on the parties for all purposes. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other party at the time designated, shall not be a waiver of any such default or right to which the party is entitled, nor shall it in any way affect the right of the party to enforce such provisions thereafter.
15. **Force Majeure.** A party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business & Support Services

SUBJECT: **APPROVAL: ADVERTISE FOR REQUEST FOR QUALIFICATIONS  
NO. 11-0809 – DENTAL, VISION, LIFE, AND DISABILITY BENEFITS  
CONSULTING SERVICE**

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**BACKGROUND INFORMATION**

Capistrano Unified School District provides employees health and welfare benefits through its membership in the Metropolitan Employee Benefit Association (MEBA) program. Dental, vision, life insurance, long-term disability, and flexible spending benefits are provided through a medical benefits consultant. To properly monitor and review the dental, vision, life insurance, long-term disability and flexible spending account programs, the District would like to enter into a contract with an experienced medical benefits consulting service.

This agreement would consist of an initial one-year term with two (2) one-year renewal periods at the option of the Board of Trustees.

**CURRENT CONSIDERATIONS**

This agenda item pertains to advertising for Request for Qualifications (RFQ) No. 11-0809, Dental, Vision, Life and Disability Benefits Consulting Service for the District.

**FINANCIAL IMPLICATIONS**

Funds for these services will be budgeted in the appropriate accounts when costs have been determined.

**STAFF RECOMMENDATION**


It is respectfully recommended that the Board of Trustees authorize advertising for RFQ No. 11-0809 - Dental, Vision, Life and Disability Benefits Consulting Service for Capistrano Unified School District.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: ADVERTISE FOR BID NO. 0809-10 – VISTA DEL MAR  
SIDEWALK**

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**BACKGROUND INFORMATION**

At the June 17, 2008, Facilities Sub-Committee meeting, staff presented potential improvement projects for San Clemente schools. At Vista del Mar School, there were two projects identified to provide a safe uninterrupted flow of vehicles entering/exiting the school parking lot and significantly reduce roadway congestion. The City of San Clemente has completed the off-site traffic improvements and the on-site improvements are the responsibility of the District. The existing parking and drop-off conditions pose a student safety concern. In order for students to reach the sidewalk at Calle Portofino, they now need to cross in front of traffic at the only entrance to the parking lot, which also results in traffic delays.

At the February 9, 2009, Board meeting, staff presented the project scope of work, construction budget and schedule for the Vista Del Mar Sidewalk project, Exhibit A.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the authorization to advertise Bid No. 0809-10 Vista Del Mar Sidewalk.

**FINANCIAL IMPLICATIONS**

The District's costs for the improvements would be approximately \$53,600 and may be funded through Community Facilities District 90-2 Talega.

**STAFF RECOMMENDATION**

It is respectfully recommended the Board of Trustees authorize the advertising of Bid No. 0809-10 – Vista Del Mar Sidewalk.





January 15, 2009

## **PROJECT SCOPE OF WORK AND ESTIMATE**

Vista Del Mar Proposal  
Capistrano Unified School District  
Project 0814700.06

### **1. Existing Conditions:**

- a. The existing parking and drop-off pose a student safety concern. In order for students to reach the sidewalk at Calle Portofino, they have to cross in front of car traffic at the only entry to the parking.
- b. The student crossing at the school parking entry also causes major traffic delays.

### **2. Scope of Work:**

- a. Provide a limited topographic survey to determine exact site conditions and to determine drainage changes if necessary. (DSA will require review of the existing grades in the path of travel).
- b. Demolish and relocate existing parking island to accommodate a new concrete sidewalk.
- c. Provide a new concrete sidewalk parallel to Calle Portofino to wrap around the east and south part of the parking. (See attached Diagram A1).

3. **Construction Budget and Schedule**

- a. The construction duration would be two to three weeks.
- b. We have discussed the project with DSA and the project may be considered as an over-the-counter because there will be no structural or fire life safety issues.
- c. The total hard construction cost budget for the above scope plus contingency is \$41,942. (See attached construction cost breakdown).
- d. The total soft cost for the project including contingency is \$11,658.
- e. The Total Project Budget would therefore be **\$53,600**. (Attached is Exhibit A with a detailed breakdown of the scope above.)

Prepared by,



ELIZABETH SABOL  
Architect  
LEED™ AP

BS:mc/P00814700x1-prp

Enc: Exhibit A Cost Estimate  
Construction Cost Breakdown  
Diagram A1

cc: Ronald N. Lebs, Deputy Superintendent of Business and Support, Capistrano Unified  
School District  
Robert Hensley, Architect, AIA, Principal, WLC Architects, Inc.



VISTA DEL MAR ELEMENTARY AND MIDDLE SCHOOLS  
SIDEWALK ADDITION - EXHIBIT "A"

January 15, 2009

A. ESTIMATED CONSTRUCTION (HARD) COSTS

	Percent Factor	Percent Project	Budgeted Amount	Estimated OPSC Funding
1 New Building Construction			\$ 27,000	
2 Existing Building Modifications			\$ -	
3 Sustainable Architecture			\$ -	
4 Remodel of Existing Buildings			\$ -	
5 General Site Development			\$ -	
6 Subtotal:			\$ 27,000	
7 Demo / Removal Building & Site			\$ 4,300	
8 Wet Utilities (Water, Sewer, Drainage, Fire) Upgrades			\$ -	
9 Dry Utilities (Electrical, Low Voltage) Upgrades			\$ -	
10 Site Clean-Up (DTSC/HAZMAT)			\$ -	
11 Subtotal:			\$ 4,300	
12 Available for Construction (Prime Contractor Bids)		58.4%	\$ 31,300	
13 Construction Estimate Contingency	10.0%		\$ 3,130	
14 Subtotal:		64.2%	\$ 34,430	
15 CM's or GC's General Conditions Costs	15.0%		\$ 4,695	
16 Subtotal:		73.0%	\$ 39,125	
17 CM's or GC's Fees	4.0%		\$ 1,252	
18 BID CONTINGENCY (Escalation)	5.0%		\$ 1,565	
19 TOTAL ESTIMATED CONSTRUCTION COST:		78.3%	\$ 41,942	

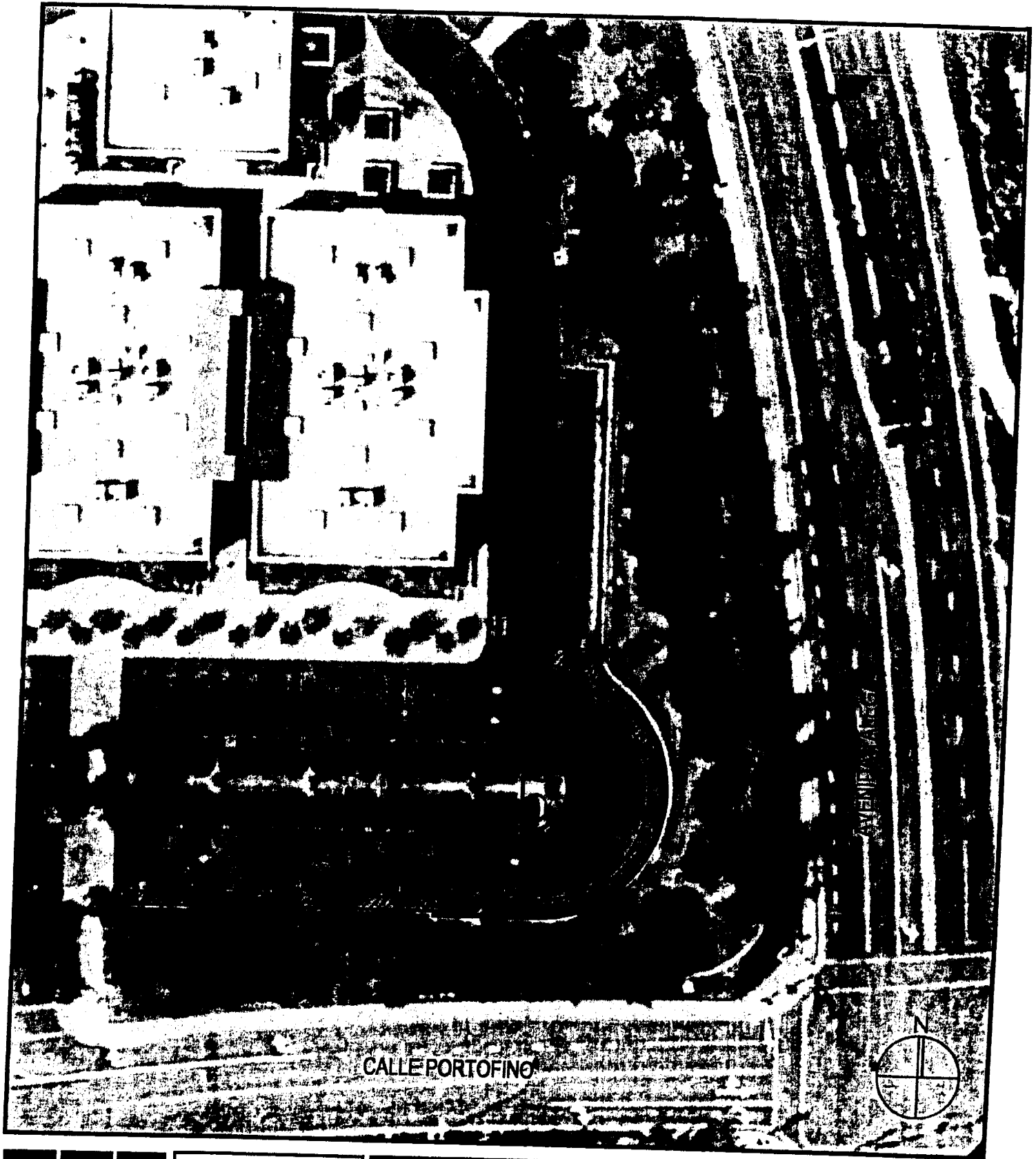
B. ESTIMATED PROJECT (SOFT) COSTS

20 Site Surveys / Topos	lump sum	\$ 2,580	\$ -
21 Site Geotech / Soil Borings	lump sum	\$ -	\$ -
22 Furniture, Fixtures, Equipment (FFE) Allowance	lump sum	\$ -	\$ -
23 Architect/Engineer Fees	11.53%	\$ 4,836	\$ -
24 Specialty Consultants	0.00%	\$ -	\$ -
25 DSA Plancheck Fees	1.18%	\$ 494	\$ -
26 CDE Project Review Fees	0.00%	\$ -	\$ -
27 DTSC/HAZMAT Environmental Consultant/Fees	0.00%	\$ -	\$ -
28 CEQA Consultant	0.00%	\$ -	\$ -
29 Utility City/County Fees & Inspections	lump sum	\$ -	\$ -
30 DSA Inspector of Record	2.50%	\$ 1,000	\$ -
31 Special Inspection + Materials Testing	0.50%	\$ 210	\$ -
32 Labor Compliance Program Administration	0.00%	\$ -	\$ -
33 Bidding / Reimbursable	1.50%	\$ 235	\$ -
34 Subtotal:		\$ 9,355	\$ -
35 PROJECT CONTINGENCY (District reserve added cost)	5.42%	\$ 2,303	\$ -
36 TOTAL ESTIMATED SOFT COST:		\$ 11,658	\$ -
37			
38 TOTAL ESTIMATED PROJECT BUDGET:		\$ 53,600	
39 PROJECT ELIGIBILITY (OPSC APPROVED):		\$ -	
40 DISTRICT LOCAL FUNDING:		\$ 53,600	
41 TOTAL AVAILABLE FUNDING:		\$ 53,600	

PREPARED BY ARCHITECT:

APPROVED BY DISTRICT:

X



CALLE PORTOFINO



**SOUTHERN  
CALIFORNIA**  
Virginia Dare Tower  
10470 Foothill Boulevard  
Rancho Cucamonga  
California 91730 3754  
tel: 909-937-0909  
fax: 909-930-9930

VISTA DEL MAR SIDEWALK  
CAPISTRANO USD

P

AN

DRAWN ES

CHECKEIES

DATE 11-6-08

SCALE 1"=50'-0"

JOB NO. 0814723

**A1**

ITEM	UNIT	UNIT COST	AMOUNT	CURRENT ESTIMATE
DEMO EXISTING CURB/ REMOVE	LF	349.35	\$ 10.00	\$ 3,493.50
DEMO EXISTING LANDSCAPE	SF	400	\$ 0.50	\$ 200.00
DEMO FLATWORK	SF	158.1	\$ 3.50	\$ 553.35
NEW LANDSCAPE AREA	SF	716.89	\$ 4.00	\$ 2,867.56
NEW 'A' CURBING	LF	349.35	\$ 22.00	\$ 7,685.70
NEW 6' SIDEWALK	SF	2200	\$ 7.50	\$ 16,500.00
<b>SUBTOTAL</b>				<b>\$ 31,300.11</b>
<b>GENERAL PROFIT</b>		10%		<b>\$ 3,130.01</b>
<b>GENERAL CONDITIONS</b>		15%		<b>\$ 4,695.02</b>
<b>BONDS/ INSURANCE</b>		4%		<b>\$ 1,252.00</b>
<b>*PROJECTED CONSTRUCTION TOTAL</b>				<b>\$ 40,377.14</b>

January 14, 2009

**Betty Sabol**  
**WLC Architects**  
8163 Rochester Avenue  
Rancho Cucamonga CA 91730

Re: **Proposal for Topographic Surveying for  
Vista Del Mar – Parking Lot**

Dear Betty

In accordance with your request we are pleased to provide this proposal for a topographic survey in the area indicated by your e-mail dated 1-9-2009. The scope is further defined as follows.

**SCOPE OF SERVICES:**

1. Topographic Survey:
  - a) Provide a field topographic survey of the areas indicated by the aerial photograph that was provided including the existing curbs, gutters, asphalt, parking areas and sidewalks.
2. Topographic Map:
  - a) Provide a topographic map of the field collected survey at a scale of 1" = 20'. The map will be provided on an assumed vertical and horizontal datum and placed on a WLC title block sheet.

**FEE FOR SERVICES:**

Scope of services 1&2:	\$ 2,580.00
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**RATE SCHEDULE:**

Rate schedule for additional work as needed:  
\$ 40.00 per hour for Clerical Services  
\$ 85.00 per hour for Engineering Designer  
\$115.00 per hour for Civil Engineer  
\$145.00 per hour for Survey crew

**SPECIFIC EXCLUSIONS:**

1. Utility Surveying and Plotting.
2. Property Line Survey.
3. Areas outside of the limits indicated by WLC.
4. Civil engineering Services.

**INSURANCE:**

Our insurance carrier will forward a certificate of insurance naming WLC Architects as additionally insured upon request.

If you have any additional needs or questions regarding this proposal please call us at your convenience.

Sincerely,



Erick D. Potter, RCE 53554, PLS 7721  
President Epic Engineers

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Approved By:

---

Date:

WLC\_Markus De\_Mat\_Survey.docx






CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: FINAL ACCEPTANCE AND NOTICE OF COMPLETION BID NO. 0708-19 – SITEWORK & INFRASTRUCTURE FOR INSTALLATION OF 2-STORY MODULAR CLASSROOM BUILDINGS, RESTROOM BUILDINGS & SHADE STRUCTURES AT SAN JUAN HILLS HIGH SCHOOL – HCH CONSTRUCTORS-MANAGERS, INC.**

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**BACKGROUND INFORMATION**

On June 16, 2008, Bid No. 0708-19 Sitework & Infrastructure for Installation of 2-Story Modular Classroom Buildings, Restroom Buildings & Shade Structures at San Juan Hills High School was awarded to HCH Constructors-Managers, Inc.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the acceptance of work completed to date for the sitework and infrastructure to install 2-story modular classroom buildings, restroom buildings and shade structures at San Juan Hills High School. All work has been inspected and completed to the satisfaction of staff, and the contractor now wishes to receive its retention, which is currently being held by the District, Exhibit A.

**FINANCIAL IMPLICATIONS**

The completed work totals \$1,131,401.29 to be paid from CFD 98-2 Ladera funds. The District is holding a retention of \$113,140.13. In order to pay the retention on this work, it is necessary to file a final Notice of Completion, Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve filing a final Notice of Completion for sitework and infrastructure for installation of 2-story modular classroom buildings, restroom buildings and shade structures at San Juan Hills High School that has been completed, shown in Exhibit A, in order to pay HCH Constructors-Managers, Inc., the retention that has been withheld.

# HCH CONSTRUCTORS-MANAGERS, INC.

RECAP – March 9, 2009

SITE	DESCRIPTION	ACCOUNT NO.	AMOUNT	RETENTION	INVOICE
San Juan Hills High School	Sitework & Infrastructure for Installation of 2-Story Modular Classroom Buildings, Restroom Buildings & Shade Structures	6170-989-06-963	\$ 58,750.00	\$ 5,875.00	Application #1
“	“	“	\$ 63,500.00	\$ 6,350.00	Application #2
“	“	“	\$ 228,000.00	\$ 22,800.00	Application #3
“	“	“	\$ 113,625.00	\$ 11,362.50	Application #4
“	“	“	\$ 172,375.00	\$ 17,237.50	Application # 5
“	“	“	\$ 293,150.00	\$ 29,315.00	Application # 6
“	“	“	\$ 51,840.38 \$ 118,950.00	\$ 17,079.04	Change Order #1A Application #7
“	“	“	\$ 17,650.00	\$ 1,765.00	Application #8
“	“	“	\$ 13,560.91	\$ 1,356.09	Change Order # 2A Application #9
		<b>TOTAL</b>	<b>\$1,131,401.29</b>	<b>\$ 113,140.13</b>	Application #10

EXHIBIT A

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**Capistrano Unified School District  
T. Fluent – Purchasing Department  
33122 Valle Road  
San Juan Capistrano, CA 92675**



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: FINAL ACCEPTANCE AND NOTICE OF COMPLETION BID NO. 0405-09 – SINGLE STORY & TWO-STORY RELOCATABLE BUILDINGS DISTRICTWIDE – MODULAR STRUCTURES INTERNATIONAL, INC.**

---

**BACKGROUND INFORMATION**

On October 18, 2004, a bid for single story and two-story relocatable buildings was awarded to Modular Structures International, Inc. for the contract period October 19, 2004 through October 18, 2005. A 12-month extension, as allowed under California Education Code 17596, was granted by the Board on October 6, 2008, for the period October 19, 2008 through October 18, 2009.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the acceptance of work completed to date to install a computer lab at Newhart Middle School. All work has been inspected and completed to the satisfaction of staff, and the contractor now wishes to receive its retention, which is currently being held by the District, Exhibit A.

**FINANCIAL IMPLICATIONS**

The original contract total on this project was \$115,762.84, with a credit from the contractor of \$1,110.00 for carpeting. The completed work now totals \$114,652.84, to be paid from CFD 87-01 Mission Viejo funds. The District is holding a retention of \$10,466.28. In order to pay the retention on this work, it is necessary to file a final Notice of Completion, Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve filing a final Notice of Completion for the installation of a computer lab at Newhart Middle School that has been completed, shown in Exhibit A, in order to pay Modular Structures, International the retention that has been withheld.

## Modular Structures International

RECAP – March 9, 2009

SITE	DESCRIPTION	ACCOUNT NO.	AMOUNT	RETENTION	INVOICE
Newhart Middle School	Labor and Materials to install one (1) 24x40 computer lab	6270-990-24-963	\$115,762.64		Application #1
		Credit	(\$ 1,110.00)		Application #2
		<b>TOTAL</b>	<b>\$114,652.84</b>	<b>\$10,466.28</b>	Application #2

**EXHIBIT A**

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The diagram consists of two sets of arrows. On the left, there is a vertical column of 10 downward-pointing arrows. At the bottom, there is a horizontal row of 10 rightward-pointing arrows. The two sequences meet at a corner point at the bottom-left of the diagram area.






CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: FINAL ACCEPTANCE AND NOTICE OF  
COMPLETION BID NO. 0405-09 – SINGLE STORY & TWO-STORY  
RELOCATABLE BUILDINGS DISTRICTWIDE – MODULAR  
STRUCTURES INTERNATIONAL, INC.**

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**BACKGROUND INFORMATION**

On October 18, 2004, a bid for single story and two-story relocatable buildings was awarded to Modular Structures International, Inc. for the contract period October 19, 2004 through October 18, 2005. A 12-month extension, as allowed under California Education Code 17596, was granted by the Board on October 6, 2008, for the period October 19, 2008 through October 18, 2009.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the acceptance of work completed to date to install 2-story modular buildings, restroom buildings and a modular elevator at San Juan Hills High School. All work has been inspected and completed to the satisfaction of staff, and the contractor now wishes to receive its retention, which is currently being held by the District, Exhibit A.

**FINANCIAL IMPLICATIONS**

The original contract total on this project was \$4,806,636, with a change order from the contractor resulting in a savings of \$74,142.00. The completed work now totals \$4,732,494.00, to be paid from CFD 98-2 Ladera funds. The District is holding a retention of \$473,249.44. In order to pay the retention on this work, it is necessary to file a final Notice of Completion, Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve filing a final Notice of Completion for the installation of 2-story modular buildings, restroom buildings and a modular elevator at San Juan Hills High School that has been completed, shown in Exhibit A, in order to pay Modular Structures, International the retention that has been withheld.

## Modular Structures International

**RECAP – March 9, 2009**

SITE	DESCRIPTION	ACCOUNT NO.	AMOUNT	RETENTION	INVOICE
San Juan Hills High School	Labor and Materials to install three (3) 96'x40' buildings, two (2) restroom buildings and one (1) modular elevator	6270-989-06-963	\$2,772,175.53	\$277,217.55	Application #1
“	“	6270-989-06-963	\$ 318,982.02	\$ 31,898.20	Application #2
“	“	6270-989-06-963	\$ 390,258.42	\$ 39,025.85	Application #3
“	“	6270-989-06-963	\$ 289,296.03	\$ 28,929.60	Application #4
“	“	6270-989-06-963	\$ 571,102.49	\$ 57,110.25	Application #5
“	“	6270-989-06-963	\$ 317,705.56	\$ 31,770.56	Application #6
“	“	6270-989-06-963	(\$ 74,142.00)		Change Order #1 (Credit)
“	“	6270-989-06-963	\$ 72,974.33	\$ 7,297.43	Application #7
		<b>TOTAL</b>	<b>\$4,732,494.00</b>	<b>\$473,249.44</b>	Application #8

**EXHIBIT A**

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## NOTICE OF COMPLETION OF WORK

NOTICE IS HEREBY GIVEN, That the CAPISTRANO UNIFIED SCHOOL DISTRICT of Orange County, California, as Owner of the property hereinafter described, caused improvements to be made to said property, to wit: Construction, delivery and set-up of relocatable buildings, the contract, for the doing of which was heretofore entered into on the 18th day of October, 2004, which contract was made with Modular Structures International, Inc., as Contractor; that said improvements have been completed pursuant to said Contract and accepted on the 9th day of March, 2009, by the Governing Board of said District; that title to said property vests in the CAPISTRANO UNIFIED SCHOOL DISTRICT of Orange County, California; that the surety for the above named Contractor is Safeco Insurance Company of America, that the property hereinafter referred to and on which said improvements were made is described as follows: BID NO. 0405-09-Single Story & Two-Story Relocatable Buildings Districtwide – San Juan Hills High School.

CAPISTRANO UNIFIED SCHOOL DISTRICT OF ORANGE COUNTY, CALIFORNIA

By: \_\_\_\_\_  
Deputy Superintendent,  
Capistrano Unified School District

Suzette Lovely, being first duly sworn, deposes and says:

That she is the Deputy Superintendent of CAPISTRANO UNIFIED SCHOOL DISTRICT of Orange County, California;

That the CAPISTRANO UNIFIED SCHOOL DISTRICT of Orange County, California, is the owner of said property described in the foregoing notice;

That she has read the foregoing notice and knows the contents thereof and that the facts stated therein are true.

Deputy Superintendent,  
Capistrano Unified School District

On \_\_\_\_\_, 2009, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her authorized capacity, and that by her signature on the instrument the person or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.


Notary Public in and for said County and State  
Single & 2Story Relocatables CFD 98-2.03-09-09



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: FINAL ACCEPTANCE AND NOTICE OF  
COMPLETION BID NO. 0708-07 – MOVEMENT OF RELOCATABLE  
BUILDINGS – PACIFIC MOBILE HOME CONSTRUCTION, INC.**

---

**BACKGROUND INFORMATION**

On June 25, 2007, a bid to move, refurbish, repair or remodel relocatable buildings was awarded to Pacific Mobile Home Construction, Inc. for the 2007/08 school year. A 12-month extension, as allowed under California Education Code 17596, was granted by the Board on May 12, 2008, for the 2008/09 school year.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the acceptance of work completed to date at Moulton Elementary School and Oso Grande Elementary School. All work has been inspected and completed to the satisfaction of staff, and the contractor now wishes to receive its 10% retention, which is currently being held by the District, Exhibit A.

**FINANCIAL IMPLICATIONS**

The completed work totals \$46,570.68, to be paid from Fund 25, Capital Facilities. The District is holding a retention of \$4,657.07. In order to pay the retention on this work, it is necessary to file a final Notice of Completion, Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve filing a final Notice of Completion for repairs to relocatable buildings at Moulton Elementary School and Oso Grande Elementary School that have been completed, shown in Exhibit A, in order to pay Pacific Mobile Home Construction Inc., the retention that has been withheld.

**Pacific Mobile Home Construction, Inc.**

**RECAP – March 9, 2009**

<b>SITE</b>	<b>DESCRIPTION</b>	<b>ACCOUNT NO.</b>	<b>AMOUNT</b>	<b>10% RETENTION</b>	<b>INVOICE</b>
Moulton Elementary School	Interior/Exterior relocatable repairs	5605-890-60-000	\$25,366.20	\$ 2,536.62	184310
Oso Grande Elementary	Interior/Exterior relocatable repairs	5605-890-87-000	\$21,204.48	\$ 2,120.45	184413
		<b>TOTAL</b>	<b>\$46,570.68</b>	<b>\$ 4,657.07</b>	

**EXHIBIT A**

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**Capistrano Unified School District  
T. Fluent – Purchasing Department  
33122 Valle Road  
San Juan Capistrano, CA 92675**

**This is an ORIGINAL** This space is for recorder's use only


**Capistrano Unified School District  
T. Fluent – Purchasing Department  
33122 Valle Road  
San Juan Capistrano, CA 92675**



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: FINAL ACCEPTANCE AND NOTICE OF COMPLETION  
BID NO. 0809-07 – INSTALLATION OF FIRE HYDRANT AT  
CAPISTRANO VALLEY HIGH SCHOOL – EMPYREAN PLUMBING,  
INC.**

---

**BACKGROUND INFORMATION**

At the November 3, 2008, Board meeting, the Board of Trustees awarded Bid No. 0809-07 – Installation of Fire Hydrant at Capistrano Valley High School to Empyrean Plumbing, Inc.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the acceptance of work completed to date at Capistrano Valley High School. All work has been completed and inspected to the satisfaction of staff, and the contractor now wishes to receive the 10% retention, which is currently being held by the district, Exhibit A.

**FINANCIAL IMPLICATIONS**

The installation of the fire hydrant totals \$27,485, to be paid from CFD 87-1, Mission Viejo funds. The district is holding a retention of \$2,748.50. In order to pay the retention on this work, it is necessary to file a final Notice of Completion, Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve filing a final Notice of Completion for work that has been completed, shown in Exhibit A, in order to pay Empyrean Plumbing, Inc. the retention that has been withheld.

**Empyrean Plumbing, Inc.**

**RECAP – March 9, 2009**

<b>SITE</b>	<b>DESCRIPTION</b>	<b>ACCOUNT NO.</b>	<b>AMOUNT</b>	<b>10% RETENTION</b>	<b>INVOICE</b>
Capistrano Valley High School	Installation of Fire Hydrant	6170-990-02-963	\$27,485.00	\$ 2,748.50	Application #1
		<b>TOTAL</b>	<b>\$27,485.00</b>	<b>\$ 2,748.50</b>	

**EXHIBIT A**

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**Capistrano Unified School District  
T. Fluent – Purchasing Department  
33122 Valle Road  
San Juan Capistrano, CA 92675**



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: FINAL ACCEPTANCE AND NOTICE OF  
COMPLETION BID NO. 0708-06 - PLUMBING SERVICE -  
PACIFIC PLUMBING COMPANY**

---

**BACKGROUND INFORMATION**

On June 25, 2007, a bid for plumbing service was awarded to Pacific Plumbing Company for the 2007/08 school year. A 12-month extension, as allowed under California Education Code 17596, was granted by the Board on May 12, 2008, for the 2008/09 school year.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the acceptance of work completed to date at Marblehead Elementary School. All work has been inspected and completed to the satisfaction of staff, and the contractor now wishes to receive its 10% retention, which is currently being held by the District, Exhibit A.

**FINANCIAL IMPLICATIONS**

The completed work totals \$15,468.68, to be paid from the General Fund. The District is holding a retention of \$1,546.87. In order to pay the retention on this work, it is necessary to file a final Notice of Completion, Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve filing a final Notice of Completion for plumbing service at Marblehead Elementary School that has been completed, shown in Exhibit A, in order to pay Pacific Plumbing Company the retention that has been withheld.

## Pacific Plumbing Company

RECAP – March 9, 2009

SITE	DESCRIPTION	ACCOUNT NO.	AMOUNT	10% RETENTION	INVOICE
Marblehead Elementary School	Repair fire line break	5605-221-79-170	\$15,468.68	\$ 1,546.87	15330
		<b>TOTAL</b>	<b>\$15,468.68</b>	<b>\$ 1,546.87</b>	

**EXHIBIT A**

**This is an ORIGINAL [This space is for recorder's use only]**

**Capistrano Unified School District  
T. Fluent – Purchasing Department  
33122 Valle Road  
San Juan Capistrano, CA 92675**

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CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: ADVERTISE FOR BID NO. 0809-09 – AUDIO VISUAL EQUIPMENT**

---

**BACKGROUND INFORMATION**

The District currently has an Audio Visual Equipment Bid that will expire June 25, 2009. The bid process provides the District an essential tool for purchasing with approved vendors to supply quality equipment using contract prices for a full twelve month period. The purchase of audio visual equipment for districtwide use for the 2009/10 school year will exceed the current bid limit of \$76,700 for supplies and equipment. In accordance with the requirements of the Public Contract Code Section 20111, audio visual equipment is required to be competitively bid. The need to update audio visual equipment with current brands and models and add this equipment to our District standards would be in the best interest of the District to enter into a new contract for audio visual equipment. The bidding process allows the District to secure competitive pricing with pre-determined vendors which enables the purchasing process to be completed in a timely manner.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the authorization to advertise for bids for audio visual equipment for districtwide use.

**FINANCIAL IMPLICATIONS**

It is estimated that the annual expenditure for audio visual equipment using this bid would be approximately \$300,000 for the 2009/2010 school year. Funds used to purchase this equipment will come from the appropriate accounts.

**STAFF RECOMMENDATION**


It is respectfully recommended the Board of Trustees authorize the advertising of Bid No. 0809-09 – Audio Visual Equipment.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: FINAL ACCEPTANCE AND NOTICE OF  
COMPLETION BID NO. 0708-02 - ELECTRICAL SERVICE -  
GILBERT & STEARNS, INC.**

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**BACKGROUND INFORMATION**

On June 25, 2007, a bid for electrical service districtwide was awarded to Gilbert & Stearns, Inc. for the 2007/08 school year. A 12-month extension, as allowed under California Education Code 17596, was granted by the Board on May 12, 2008, for the 2008/09 school year.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the acceptance of work completed to date at Oso Grande Elementary School. All of this work has been completed and inspected to the satisfaction of staff, and the contractor now wishes to receive the 10% retention, which is currently being held by the district, Exhibit A.

**FINANCIAL IMPLICATIONS**

The electrical service work totals \$47,542.55, to be paid from Fund 25, Capital Facilities. The District is holding a retention of \$4,754.21. In order to pay the retention on this work, it is necessary to file a final Notice of Completion, Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve filing a final Notice of Completion for electrical service that has been completed, shown in Exhibit A, in order to pay Gilbert & Stearns, Inc., the retention that has been withheld.

**GILBERT & STEARNS, INC.**

**RECAP – March 9, 2009**

<b>SITE</b>	<b>DESCRIPTION</b>	<b>ACCOUNT NO.</b>	<b>AMOUNT</b>	<b>10% RETENTION</b>	<b>INVOICE</b>
Oso Grande Elementary School	To provide electrical service to relocatables	6274-890-87-000	\$ 3,424.39	\$ 342.44	1178M-1
“	“	6274-890-87-000	\$ 44,117.65	\$ 4,411.77	1178M-2
		<b>TOTAL</b>	<b>\$ 47,542.55</b>	<b>\$ 4,754.21</b>	

**EXHIBIT A**

**This is an ORIGINAL [This space is for recorder's use only]**

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CAPISTRANO UNIFIED SCHOOL DISTRICT OF ORANGE COUNTY, CALIFORNIA

By: \_\_\_\_\_  
Deputy Superintendent,  
Capistrano Unified School District

That she has read the foregoing notice and knows the contents thereof and that the facts stated therein are true.

Deputy Superintendent,  
Capistrano Unified School District

WITNESS my hand and official seal.


## EXHIBIT B



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: EXTENSION OF BID NO. 0708-17 – MILK AND DAIRY PRODUCTS – HOLLANDIA DAIRY**

---

**BACKGROUND INFORMATION**

On January 14, 2008, the Board of Trustees authorized advertising for bids for milk and dairy products. This bid was properly advertised and bid documents were distributed to two vendors; both vendors submitted a bid. At the March 10, 2008, Board meeting, the Board of Trustees awarded Bid No. 0708-17 Milk and Dairy Products to Hollandia Dairy. The bid called for the agreement to commence March 11, 2008 through March 10, 2009, with two (2) one-year renewal periods, at the option of the Board of Trustees, not to exceed 24 months.

The District has purchased \$88,640.07 in milk and dairy products with Hollandia Dairy since the inception of the contract on March 11, 2008.

Hollandia Dairy has supplied the District with excellent customer service and quality products.

**CURRENT CONSIDERATIONS**

This agenda item seeks the approval to extend Bid No. 0708-17 - Milk and Dairy Products with Hollandia Dairy at the prices shown in Exhibit A. The renewal pricing remains the same as the original agreement, with various items offered at reduced prices.

Upon Board approval, Exhibit B shows the Extension Agreement between Capistrano Unified School District and Hollandia Dairy for the extension period March 11, 2009 through March 10, 2010.

**FINANCIAL IMPLICATIONS**

Food and Nutrition Services remains self-funded with no direct impact on the District's General Fund.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve the extension of Bid No. 0708-17 -Milk and Dairy Products with Hollandia Dairy, for the renewal term March 11, 2009 through March 10, 2010, at the prices shown in Exhibit A.







The Best in Quality and Service Since 1950

January 21, 2009

Terry Fluent, Director of Purchasing  
**Capistrano Unified School District**  
33122 Valle Road  
San Juan Capistrano, CA 92675

Subject: Bid No. 0708-17 Milk and Dairy Products

Dear Terry,

We at Hollandia Dairy, Inc. would like to take this opportunity to thank you for allowing us the privilege of being your dairy supplier for the 2008-2009 school year. We look forward to renewing our contract for the 2009-2010 school year.

Enclosed you will find a comparison sheet listing your current price and a column listing our proposed pricing for the renewal period. The proposal will not reflect the changes for the "Class 1" price for March 2009. All other terms and conditions will remain the same pertaining to the renewal options in the current contract.

Again, thank you for all the support and business you have given to Hollandia Dairy. We appreciate your business and value you as our customer. If you have any questions regarding our proposal or if I may be of further assistance, please do not hesitate in giving me a call at 1-800-794-0978, Ext. 129.

Most Sincerely,

Ken May  
Director of Sales

KM/ah

*Sls/slsmin/km/bdltrs/CpstrnoUniSchDist-01-21-09*

MILK AND DAIRY PRODUCTS  
 BID NO. 0708-17

COMPANY NAME: Hollandia Dairy, Inc.

e No	Prod Code	Product Description	Pack & Size	Unit Size	Est Yrly Use	Current Price	Proposed Price
1	1146	Milk, Homo, Plastic	1/2 Gallon	Each	10	\$ 1.9600	\$ 1.7107
3	1314	Milk, 1% Low-Fat, Plastic	1/2 Gallon	Each	36	\$ 1.9400	\$ 1.6616
4	1321	Milk, 1% Low-Fat, Pouch 3x20	1/2 Pint	Each	5,400	\$ 0.2487	\$ 0.2069
5	1322	Milk, 1% Low-Fat	1/2 Pint	Each	86,895	\$ 0.2487	\$ 0.2069
6	1366	Milk, Fat-Free, Plastic	1/2 Gallon	Each	10	\$ 1.9069	\$ 1.6769
7	1400	Milk, Fat-Free, Chocolate	1/2 Pint	Each	333,480	\$ 0.2210	\$ 0.1922
8	1401	Milk, Fat-Free, Chocolate Pouch	1/2 Pint	Each	59,760	\$ 0.2210	\$ 0.1922
9	1614	Half & Half	Quart	Each	20	\$ 1.7114	\$ 1.5600
10	1640	Half & Half Creamer	3/8 oz	Each	10	\$ 10.4000	\$ 10.4000
11	2008	Buttermilk	1/2 Gallon	Each	10	\$ 1.6500	\$ 1.5500
12	2044	Cottage Cheese Low Fat	5 lbs	Pound	10	\$ 1.6021	\$ 1.6021
13	2161	Sour Cream	5 lbs	Pound	10	\$ 1.6400	\$ 1.6400
14	2185	Yogurt, Strawberry/Banana	48/4 oz	CS	1	\$ 20.9200	\$ 20.9200
15	2211	Yogurt, Light Peach, Yoplait	12/6 oz	CS	26	\$ 9.1308	\$ 9.1308
16	2250	Yogurt, Mix Berry, Yoplait	12/6 oz	CS	26	\$ 9.1308	\$ 9.1308
17	2501	Yogurt, Plain	32 oz	Each	10	\$ 2.5983	\$ 2.5983
18	2688	Yogurt, Strawberry Low-Fat	12-1/2 Pts	CS	10	\$ 6.4006	\$ 6.1606
19	3524	Dressing, 1000 Island Rdy 2 Use	Gallon	Each	10	\$ 7.2400	\$ 7.2400
20	3684	Drink, Fruit	Gallon	Each	6	\$ 0.9000	\$ 0.9000
21	2713	Juice, Orange	1/2 Gallon	Each	43	\$ 2.7000	\$ 2.5500
22	3770	Juice, Orange, Paper	4 oz	Each	161,410	\$ 0.1400	\$ 0.1375
23	3771	Juice, Apple, Paper	4 oz	Each	111,330	\$ 0.1400	\$ 0.1400
24	3772	Juice, Appleberry, Paper	4 oz	Each	2,570	\$ 0.1700	\$ 0.1700
26	5261	Cheese, Cheddar Shredded	5 lbs	Each 5 lb	10	\$ 11.2500	\$ 11.2500*
27	5262	Cheese, Jack Shredded	5 lbs	Each 5 lb	10	\$ 11.2500	\$ 11.2500*
28	5615	Cheese, String	96/1 oz	CS	10	\$ 19.5000	\$ 19.5000*
29	5666	Cheese, Parmesan Blend Grated	5 lbs	Each 5 lb	18	\$ 11.2500	\$ 11.2500*
30	5669	Cheese, Parmesan Pure Grated	5 lbs	Each 5 lb	10	\$ 12.5000	\$ 12.5000*
31	5739	Cheese, Feta	2/4 lbs	CS (8 lbs)	10	\$ 21.0000	\$ 21.0000*
32		Sherbert, All Flavors	2 dz/3 oz	Each	1,076	\$ 6.7000	\$ 6.7000
33		Fudge Bars	2 dz/3 oz	Each	949	\$ 5.9500	\$ 5.9500
34		Super Pop	Dz	Dz	148	\$ 2.8000	\$ 2.8000

\* Wholesale day of delivery

CAPISTRANO UNIFIED SCHOOL DISTRICT  
Milk and Dairy Products  
Bid No. 078-17

ITEM #	PRODUCT CODE	DESCRIPTION	ALTERNATE PRODUCT	PACK & SIZE	UNIT SIZE	YEARLY USAGE	DRIFTWOOD DAIRY				HOLLANDIA DAIRY				
							ALTERNATE UNIT BID PRICE	ALTERNATE YEAR PRICE	UNIT BID PRICE	YEAR PRICE	ALTERNATE UNIT BID PRICE	ALTERNATE YEAR PRICE	UNIT BID PRICE	YEAR PRICE	
1	1146	Milk, Homo. Plastic		1/2 Gal	Each	10				\$2.10200	\$21.02000			\$1.95000	\$19.50000
3	1314	Milk, 1% Low Fat, Plastic		1/2 Gal	Each	36				\$2.11400	\$76.10400			\$1.95000	\$70.20000
4	1321	Milk, 1% Low Fat Pouch 3 x 20		1/2 Pint	Each	5,400				NB				\$0.25000	\$1,350.00000
5	1322	Milk, 1% Lowfat	Milk, 1% Low Fat Pouch 3 x 3	1/2 Pint	Each	5,400	\$0.24797	\$1,339.04	NB						
				1/2 Pint	Each	86,895				NB					
6	1366	Milk, Fat free, Plastic	Milk, 1% Lowfat Shrink	1/2 Pint	Each	86,895	\$0.25261	\$21,950.55	NB					\$0.25000	\$21,723.75000
7	1400	Milk, Fat Free Chocolate		1/2 Gal	Each	10				\$1.90835	\$19.08350			\$1.90000	\$19.00000
			Milk, Fat Free Chocolate Shrink Wrap	1/2 Pint	Each	333,480								\$0.22000	\$73,365.60000
8	1401	Milk, Fat Free Chocolate Pouch		1/2 Pint	Each	59,760									
			Milk, Fat Free Chocolate Pouch 30 x 3	1/2 Pint	Each	59,760	\$0.23517	\$14,053.76						\$0.22000	\$13,147.20000
9	1614	Half & Half		Quan	Each	20				\$1.37023	\$27.40460			\$1.70000	\$34.00000
10	1640	Half & Half Creamer		3/8 oz	Each	10				\$0.02670	\$0.26700			\$0.02500	\$0.25000
11	2008	Buttermilk		1/2 Gal	Each	10				\$1.54900	\$15.49000			\$1.45000	\$14.50000
12	2044	Cottage Cheese Low Fat		5 lbs	Each	10				\$1.62900	\$16.29000			\$1.50000	\$15.00000
13	2161	Sour Cream		5 lbs	Pounds	10				\$1.13580	\$11.35800			\$1.50000	\$15.00000
14	2185	Yogurt, Strawberry, Banana		48/4 oz	Case	1				\$14.31000	\$14.31000			\$20.92000	\$20.92000
15	2211	Yogurt, Light Peach by YoPlait		12/6 oz	Case	26				\$10.57500	\$274.95000			\$8.60000	\$223.60000
16	2250	Yogurt, Mix Berry by YoPlait		12/6 oz	Case	26				\$10.57500	\$274.95000			\$8.60000	\$223.60000
17	2501	Yogurt, Plain		32 oz	Each	10				\$1.90310	\$19.03100			\$2.50000	\$25.00000

Bid No. 078-17

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
Milk and Dairy Products  
Bid No. 078-17

Bid No. 078-17

ITEM #	PRODUCT CODE	DESCRIPTION	ALTERNATE PRODUCT	PACK & SIZE	UNIT SIZE	YEARLY USAGE	DRIFTWOOD DAIRY				HOLLANDIA DAIRY			
							UNIT BID PRICE	ALTERNATE E YEAR PRICE	UNIT BID PRICE	YEAR PRICE	ALTERNATE E YEAR PRICE	UNIT BID PRICE	YEAR PRICE	
18	2688	Yogurt, Strawberry Low Fat		1/2 1/2 Pint	Case	10				\$58.22400		\$6.00000	\$60.00000	
19	3524	Dressing, 1000 Island Ready to Use		1 Gal	Each	10				\$11.46600		\$7.25000	\$72.50000	
20	3684	Drink, Fruit Punch		1 Gal	Each	6				\$1.38840		\$0.95000	\$5.70000	
21	3713	Juice, Orange		1/2 Gal	Each	43				\$2.82860		\$2.70000	\$116.10000	
22	3770	Juice, Orange, Paper		4 oz	Each	161,410						\$0.14000	\$22,597.40000	
			Juice, Orange, Paper Shrink Wrap	4 oz	Each	161,410	\$0.16310	\$26.325.97						
			Juice, Orange Pouch	4 oz	Each	161,410	\$0.15190	\$24,518.18						
23	3771	Juice, Apple, Paper		4 oz	Each	111,330						\$0.14000	\$15,586.20000	
			Juice, Apple, Paper Shrink Wrap	4 oz	Each	111,330	\$0.14074	\$15,668.58						
			*included in total \$ amount											
24	3772	Juice, Appleberry, Paper		4 oz	Each	111,330	\$0.12884	\$14,343.76						
			Juice, Wild Appleberry, Paper Shrink Wrap	4 oz	Each	2,570						\$0.17000	\$436.90000	
			*included in total \$ amount											
26	5261	Cheese, Cheddar Shredded		5 lbs	Each 5 lbs	10	\$0.13670	\$351.32						
27	5425	Cheese, Jack Shredded		5 lbs	Each 5 lbs	10				\$17.31120	\$173.11200	\$11.25000	\$112.50000	
28	5615	Cheese, String		96/1 oz	Case	10				\$14.45870	\$144.58700	\$11.25000	\$112.50000	
										\$18.09000	\$180.90000	\$19.50000	\$195.00000	

CAPISTRANO UNIFIED SCHOOL DISTRICT  
Milk and Dairy Products  
Bid No. 078-17

ITEM #	PRODUCT CODE	DESCRIPTION	ALTERNATE PRODUCT	PACK & SIZE	UNIT SIZE	YEARLY USAGE	DRIFTWOOD DAIRY				HOLLANDIA DAIRY			
							ALTERNATE UNIT BID PRICE	ALTERNATE YEAR PRICE	UNIT BID PRICE	YEAR PRICE	ALTERNATE YEAR PRICE	UNIT BID PRICE	YEAR PRICE	
29	5666	Cheese, Parmesan Blend Grated		5 lbs	Each 5 lbs	18			\$19.21770	\$345.91860		\$11.25000	\$202.50000	
30	5669	Cheese, Parmesan Pure Grated		5 lbs	Each 5 lbs	10			\$20.43570	\$204.35700		\$12.50000	\$125.00000	
31	5739	Cheese, Feta *based on cost per lbs. per case		2/ 4 lbs	Case (8 lbs)	10						\$2.62500	\$210.00000	
			Cheese, Feta *based on cost per lbs. per case	9 lb	Case (9 lbs)	10	\$2.54417	\$228.98						
32		Sherbert, All Flavors		2 doz/3 oz	Each	1,076								
			Sherbert, All Flavors*based	4 oz/96 ct	Each	1,076	\$5.33280	\$5,738.09				\$6.70000	\$7,209.20000	
33		Fudge Bars		2/doz	Each	949			\$5.00640	\$4,751.07360		\$5.95000	\$5,646.55000	
34		Super Pop		Doz	Doz	148			\$2.06300	\$305.32400		\$2.80000	\$414.40000	
		COLUMN SUB TOTALS					\$9.29566	\$165,644.71	\$167,28628	\$7,178.37450		\$154.71000	\$163,369.57000	
			TOTAL PER VENDOR includes Alternate Year Price and Year											
			TOTAL PER VENDOR includes Alternate Unit Bid Price and						\$172,823.08				\$163,369.57	
													\$154.71	



**EXTENSION OF AGREEMENT**

**BETWEEN**

**CAPISTRANO UNIFIED SCHOOL DISTRICT**

**AND**

**HOLLANDIA DAIRY**

**BID NO. 0708-17 – MILK AND DIARY PRODUCTS**

This bid called for an original 12-month contract covering the period March 11, 2008 through March 10, 2009, with an option to extend the contract yearly for an additional 24-month period as allowed by the California Education Code.

The contract with Hollandia Dairy pursuant to Bid No. 0708-17, shall be extended, covering the period March 11, 2009 through March 10, 2010, at the prices shown in Exhibit A to this Extension Agreement.

Except as set forth in this Extension Agreement, and Board approved on March 11, 2008, all other terms of the contract remain in full force and effect.

DISTRICT

CONTRACTOR

**Capistrano Unified School District**

**Hollandia Dairy**

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Terry Fluent \_\_\_\_\_

\_\_\_\_\_   
Print Name

Director, Purchasing \_\_\_\_\_

\_\_\_\_\_   
Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_






CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services 

SUBJECT: **APPROVAL: ADVERTISE FOR BID NO. 0809-11 – PAPER AND PLASTIC PRODUCTS FOR FOOD AND NUTRITION SERVICES**

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**BACKGROUND INFORMATION**

The bid process provides the District an essential tool for purchasing with approved vendors to supply quality products using contract prices for a full twelve month period. The purchase of paper and plastic products for Food and Nutrition Services use for the 2009/10 school year will exceed the current bid limit of \$76,700 for supplies and equipment. In accordance with the requirements of the Public Contract Code Section 20111, the purchase is required to be competitively bid. The bidding process allows the District to secure competitive pricing with pre-determined vendors which enables the purchasing process to be completed in a timely manner.

**CURRENT CONSIDERATIONS**

This agenda item pertains to the authorization to advertise for bids for paper and plastic products for Food and Nutrition Services for all school sites.

**FINANCIAL IMPLICATIONS**

It is estimated that the annual expenditure for paper and plastic products using this bid would be approximately \$200,000 for the 2009/2010 school year. Food and Nutrition Services remains self-funded with no direct impact on the District's General Fund.

**STAFF RECOMMENDATION**

It is respectfully recommended the Board of Trustees authorize the advertising of Bid No. 0809-11 – Paper and Plastic Products for Food and Nutrition Services.




CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business & Support Services

SUBJECT: **APPROVAL: ADVERTISE FOR REQUEST FOR QUALIFICATIONS  
NO. 10-0809 – GENERAL LEGAL SERVICES**



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**BACKGROUND INFORMATION**

The Capistrano Unified School District requires legal counsel to assist in the daily operations of the District. The District currently retains various law firms that provide advice and legal services. Request for Qualifications (RFQ) No. 10-0809 – General Legal Services, provides the District the opportunity to competitively solicit firms and establish a bench of specialized consultants for advice and legal counsel. The RFQ will solicit firms with extensive background and experience in the areas of:

- Human Resources
  - Labor
  - Employment Litigation
- Education Services
  - General Education Law Advice
  - General Education Law Litigation
  - Information Technology and General Intellectual Property Matters
  - E-rate and Regulatory Matters with respect to Information Technology
- Facilities Services
  - Land Acquisition and related Real Estate Matters
  - Construction Litigation
  - Construction Transactions and Administration Support
  - Environmental
  - California Environment Quality Act (CEQA), DTSC Compliance
  - Construction related Labor Relations Support
- Special Education
  - General Special Education Compliance Advice, Specified Special Education Training
  - Special Education Due Process Proceedings and Special Education Litigation Support
  - Special Education Litigation
- Business Services
  - Business and Procurement Services – Transactional Work

**APPROVAL: ADVERTISE FOR REQUEST FOR QUALIFICATIONS NO. 10-0809**

**March 9, 2009**

**Page 2**

- Business and Procurement Services – Litigation Support
  - Representing the District as Plaintiff in Restitution, Subrogation, Contract, and Indemnification Matters
- Government Relations
  - Board of Trustees Counsel and Support
  - Brown Act
- Central Office
  - Education Law
  - Public Finance
  - Public Law

The firms will submit proposals for their specialization area. The District may select one or more firms that will provide assistance in their area of expertise.

This agreement would consist of an initial one-year term with two (2) one-year renewal periods at the option of the Board of Trustees.

**CURRENT CONSIDERATIONS**

This agenda item pertains to advertising for Request for Qualifications (RFQ) No. 10-0809-General Legal Service for the District.

**FINANCIAL IMPLICATIONS**

Funds for these services will be budgeted in the appropriate accounts when costs have been determined.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees authorize advertising for RFQ No. 10-0809 – General Legal Services for Capistrano Unified School District.

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent, Personnel Services *SL*

SUBJECT: **CLASSIFIED PERSONNEL ACTIVITY**

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**BACKGROUND INFORMATION**

This agenda item supports the employment, separation, and assignment adjustments of classified employees.

**FINANCIAL IMPLICATIONS**

Funds for these positions, activities and services are earmarked through site categorical monies, general funds, or capital projects.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board approve this classified employment/separation list.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CLASSIFIED EMPLOYEES**

**ACCEPTED RESIGNATIONS/TERMINATIONS**

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF SEPARATION</u>
1. Acker, Pamela	Instructional Asst	Voluntary	02/20/01	02/27/09
2. Briseno, Roman	Custodian II	Other Employ	10/25/04	01/23/09
3. Hill, Kiley	Independence Facilitator	Voluntary	12/15/08	01/21/09
4. Lively, Yvette	School Bus Driver	Retirement	09/04/90	06/19/09
5. Nahangi, Nasrin	Food Service Worker	Exhausted Pd Leave	01/09/06	02/17/09
6. Riley, Maureen	Buyer	Retirement	10/20/86	04/30/09
7. Taylor, Conan	Technolgy Support Specialist IV	Other Employ	11/24/97	02/06/09
8. Tomas, Ronaldo	Adult Ed Teacher	Voluntary	01/07/00	01/16/09

**APPROVE EMPLOYMENT**

<u>NAME</u>	<u>POSITION-FULL TIME</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
9. Fredriksz, Laura	IBI Asst/Tutor (11mo/40hpw)	16.32 hr	R24-2	02/03/09

<u>NAME</u>	<u>POSITION-PART TIME</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
10. Argent, Heidi	Preschool Teacher (9mo/30hpw)	\$18.48 hr	R31-1	02/03/09
11. Cetinelian, Lorianne	Independence Facilitator (10.75mo/30hpw)	\$14.79 hr	R22-1	02/02/09
12. Cox, Kimberly	Independence Facilitator (9mo/35hpw)	\$14.79 hr	R22-1	01/28/09
13. Eiler, Christine	Instructional Asst – Sp Ed (9mo/17.5hpw)	\$14.08 hr	R20-1	01/27/09
14. Hatcher, Joshua	Independence Facilitator (9mo/37.5hpw)	\$14.79 hr	R22-1	02/20/09
15. McLennan, Shelley	Independence Facilitator (9mo/20hpw)	\$14.79 hr	R22-1	02/10/09
16. Nietzel, Robert	Middle School Campus Supervisor (9mo/17.5hpw)	\$15.16 hr	R23-1	02/23/09
17. Orgill, Janell	Independence Facilitator (9mo/25hpw)	\$14.79 hr	R22-1	01/27/09

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CLASSIFIED EMPLOYEES**

**APPROVE EMPLOYMENT**

<u>NAME</u>	<u>POSITION-SUBSTITUTE</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
18. Alikhani, Farahnaz	Instructional Asst	\$13.74 hr	R19-1	02/17/09
19. Barker, Stephanie	Student Supervisor	\$10.00 hr		01/20/09
20. Barnes, Mary	Student Supervisor	\$10.00 hr		12/04/08
21. Day, Marta	IBI Asst/Tutor	\$15.54 hr	R24-1	01/30/09
22. De Los Santos, Marili	Speech Language Pathologist Asst	\$22.51 hr	R39-1	02/11/09
23. Gallo, Sarah	Student Supervisor	\$10.00 hr		01/20/09
24. Graden, Olga	Student Supervisor	\$10.00 hr		01/20/09
25. Grenert, Sabrina	Student Supervisor	\$10.00 hr		01/17/09
26. Hasson, Lisa	Student Supervisor	\$10.00 hr		02/12/09
27. Kawashita, Jamie	Instructional Asst – Preschool	\$13.74 hr	R19-1	01/23/09
	Instructional Asst – Sp Ed	\$14.09 hr	R20-1	
	Independence Facilitator	\$14.79 hr	R22-1	
28. Kloepper, Bethanie	Student Supervisor	\$10.00 hr		01/21/09
29. Konogeris, Kathi	Independence Facilitator – Autism	\$14.79 hr	R22-1	01/30/09
30. Lively, Yvette	School Bus Driver	\$17.66 hr	R28-1	09/08/09
31. Lodes, Natalia	Instructional Asst – Preschool	\$13.74 hr	R19-1	02/10/09
	Instructional Asst – Sp Ed	\$14.09 hr	R20-1	
	Independence Facilitator	\$14.79 hr	R22-1	
32. Lower, Daniel	Instructional Asst – Preschool	\$13.74 hr	R19-1	01/22/09
	Instructional Asst – Sp Ed	\$14.09 hr	R20-1	
	Independence Facilitator	\$14.79 hr	R22-1	
33. Perez, Vicki	School Bus Driver	\$18.54 hr	R28-2	12/01/08
34. Reza, Steven	Student Supervisor	\$10.00 hr		01/21/09
35. Richardson, Teri	Instructional Asst – Preschool	\$13.74 hr	R19-1	01/21/09
	Instructional Asst – Sp Ed	\$14.09 hr	R20-1	
	Independence Facilitator	\$14.79 hr	R22-1	
36. Sidman, Sandra	Food Service Worker	\$12.14 hr	R14-1	01/23/09
37. Smith, Carol	Instructional Asst – Preschool	\$13.74 hr	R19-1	02/10/09
	Instructional Asst – Sp Ed	\$14.09 hr	R20-1	
	Independence Facilitator	\$14.79 hr	R22-1	
38. Taylor, William	School Bus Driver	\$18.54 hr	R28-2	12/01/08
39. Trenary, Kristine	Student Supervisor	\$10.00 hr		01/20/09
40. Valerio, Joy	HS Library Media Technician	\$17.16 hr	R28-1	01/26-02/09/09
41. White Tolles, C.	Instructional Asst – Preschool	\$13.74 hr	R19-1	02/12/09
	Instructional Asst – Sp Ed	\$14.09 hr	R20-1	
	Independence Facilitator	\$14.79 hr	R22-1	



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CLASSIFIED EMPLOYEES**

**APPROVE EMPLOYMENT**

<u>NAME</u>	<u>POSITION-EXEMPT</u>	<u>SALARY</u>	<u>EFFECTIVE DATE</u>
42. Gallo, Sarah	Student Supervisor	\$10.00 hr	02/02/09
43. Garcia, Paul	Student Worker	\$ 8.00 hr	01/01-06/30/09
44. North, Katherine	Student Supervisor	\$10.00 hr	02/02/09

**APPROVE ASSIGNMENT ADJUSTMENT**

<u>NAME</u>	<u>ASSIGNMENT ADJUSTMENT</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
45. Wessel, Hannah	Independence Facilitator (9mo/25hpw)	\$16.31 hr	R22-3	01/27/09
46. Schwenn, Marian	Executive Secretary (Temp/40hpw)	\$33.47 hr	R25-10	03/01-06/30/09

**APPROVE ADDITIONAL ASSIGNMENT**

<u>NAME</u>	<u>ADDITIONAL ASSIGNMENT</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
47. Danna, Mary	Instructional Asst – Sp Ed (TAA NTE 10hpw)	\$14.08 hr	R20-1	01/20/09
48. Fowler, Kevin	Opportunity Asst (TAA NTE 75hrs)	\$17.14 hr	R24-3	01/16-06/18/09
49. Harris, Christine	Opportunity Asst (TAA Sub As Needed)	\$16.32 hr	R24-2	10/01-06/18/09
50. Isch-Hewell, Victoria	Transportation Dispatcher (TAA Sub As Needed)	\$27.42 hr	R32-15	01/05-06/30/09
51. Nunez, Erika	Independence Facilitator (TAA NTE 100hrs)	\$16.31 hr	R22-3	12/09-06/18/09
52. Quijiviz, Areli	Food Service Cashier (TAA NTE 10hpw)	\$12.76 hr	R16-1	02/02-02/27/09
53. Smith, Carol	Caregiver – Sp Ed (TAA NTE 17.5hpw)	\$13.74 hr	R19-1	11/18-06/18/09
54. Soderin, Dennis	Transportation Dispatcher (TAA Sub As Needed)	\$24.87 hr	R32-6	02/02-06/30/09
55. Sudalnik, Marissa	Independence Facilitator (TAA NTE 20hrs)	\$14.79 hr	R22-1	12/01-06/18/09

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CLASSIFIED EMPLOYEES**

**APPROVE TAA PAY @ REGULAR RATE OF PAY**

<u>NAME</u>	<u>ADDITIONAL ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
56. Aguirre, Maria	Infant/Toddler Childcare Provider (TAA NTE 44hrs)	02/02-06/19/09
57. Ayon, Shari	Preschool Teacher (TAA NTE 60hrs)	01/01-06/30/09
58. Beas, Estela	Preschool Teacher (TAA NTE 20hrs)	01/01-06/30/09
59. Chironis-Grant, Audrey	Independence Facilitator (TAA NTE 20hpw)	10/30/08
60. Flotho, Lisa	Preschool Teacher (TAA NTE 40hrs)	01/01-06/30/09
61. Gurrola, Aida	Bilingual Instructional Asst (TAA NTE 1.5hrs)	01/21/09
62. Hayes, Natalie	Preschool Teacher (TAA NTE 40hrs)	01/01-06/30/09
63. Jurdi, Chada	Preschool Teacher (TAA NTE 40hrs)	01/01-06/30/09
64. Kachanizadeh, Ellen	High School Library Media Technician (TAA NTE 90hrs)	09/18-06/12/09
65. Kebler, Quincy	Preschool Teacher (TAA NTE 60hrs)	01/01-06/30/09
66. Larkin, Cecily	Infant/Toddler Childcare Provider (TAA NTE 44hrs)	02/02-06/19/09
67. Lee, Nancy	Preschool Teacher (TAA NTE 20hrs)	01/01-06/30/09
68. Lopez, Laura	Preschool Teacher (TAA NTE 40hrs)	01/01-06/30/09
69. Lorano Cruz, Janeth	Bilingual Instructional Asst –Preschool (TAA NTE 25hrs)	07/01-06/30/09
70. Martinez, Zonia	Bilingual Instructional Asst (TAA NTE 1.5hrs)	01/21/09
71. Milligan, Debbie	Preschool Teacher (TAA NTE 75hrs)	02/01-06/30/09
72. Morgan, Susan	Instructional Asst (TAA NTE 5hrs) Preschool Teacher (TAA NTE 50hrs)	10/01-06/30/09
73. Noorzad, Tina	Preschool Teacher (TAA NTE 60hrs)	01/01-06/30/09

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CLASSIFIED EMPLOYEES**

**APPROVE TAA PAY @ REGULAR RATE OF PAY**

<u>NAME</u>	<u>ADDITIONAL ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
74. Norgren, Terry	Intermediate Office Asst (TAA NTE 8hrs)	02/07/09
75. O'Bard, MaryAnn	Infant/Toddler Childcare Provider (TAA NTE 44hrs)	02/02-06/19/09
76. Perry, Julia	Infant/Toddler Childcare Provider (TAA NTE 44hrs)	02/02-06/19/09
77. Polasek, Sandi	Preschool Teacher (TAA NTE 20hrs)	01/01-06/30/09
78. Poudrier, Cinday	Preschool Teacher (TAA NTE 60hrs)	01/01-06/30/09
79. Schnaars, Susan	Independence Facilitator (TAA NTE 10hrs)	01/05-06/18/09
80. Smith, Anne	Independence Facilitator (TAA NTE 2.5hpw)	01/28-02/12/09
81. Smith, Anne	Independence Facilitator (TAA NTE 2hrs)	02/17-06/19/09
82. White, Julia	Preschool Teacher (TAA NTE 60hrs)	01/01-06/30/09
83. White, Laurie	Preschool Teacher (TAA NTE 20hrs)	01/01-06/30/09
84. Wieland, Andrea	High School Campus Supervisor (TAA NTE 22.5hrs)	01/19-05/01/09
85. Ziegler, Jill	Independence Facilitator – Autism (TAA NTE 17hpw)	09/25-11/20/08

**APPROVE PROMOTION**


<u>NAME</u>	<u>PROMOTION</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
86. Messinger, Deirdre	High School Campus Supervisor (9mo/14.5hpw)	\$18.44 hr	R25-4	02/09/09
87. Murillo, Adolfo	Custodian III (12mo/40hpw)	\$3444.42 mo	R30-3	02/02/09



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent, Personnel Services 

SUBJECT: **CERTIFICATED PERSONNEL ACTIVITY**

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**BACKGROUND INFORMATION**

This agenda item supports the employment, separation, and additional assignments of certificated employees.

**FINANCIAL IMPLICATIONS**

Funds for these positions, assignments, and services are earmarked through site categorical monies and/or general funds.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board approve this certificated employment/separation list.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

**PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009**  
**CERTIFICATED EMPLOYEES**

**ACCEPT RESIGNATIONS/TERMINATIONS**

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF SEPARATION</u>
1. Allen, Emily	Teacher	Child Care	08/22/05	06/30/08
2. Andriany, Michael	Teacher	Personal	01/30/06	06/19/09
3. Brown, David	Teacher	Retirement	09/09/83	07/01/09
4. Browning, Carrie	Teacher	Child Care	08/28/00	06/19/09
5. Davis, Karma	Teacher	Retirement	09/01/89	06/19/09
6. Dougherty, Joanne	Teacher	Retirement	01/03/83	06/19/09
7. Ewin, Clyde	Teacher	Retirement	09/10/74	06/19/09
8. Hodson, Nicholas	Teacher	Temp Contract Expired	09/29/08	02/02/09
9. Smith, Pamela	Counselor	Temp Contract Expired	08/28/08	01/30/09
10. Von Duering, R.	Psychologist	Other Employment	08/20/04	02/16/09

**APPROVE EMPLOYMENT**

<u>NAME</u>	<u>1<sup>st</sup> YEAR TEMPORARY</u>	<u>ANNUAL SALARY</u>	<u>COLUMN/ STEP</u>	<u>EFFECTIVE DATE</u>
11. Thurston, Loren	Psychologist	\$80,788	P-2	02/17/09

<u>NAME</u>	<u>1<sup>st</sup> YEAR PROBATIONARY</u>	<u>ANNUAL SALARY</u>	<u>COLUMN/ STEP</u>	<u>EFFECTIVE DATE</u>
12. Miedema, Benjamin	Teacher	\$51,344	B-1	02/10/09
13. Scott, Amy	Speech Pathologist	\$53,912	C-1	03/16/09

**APPROVE HOME/HOSPITAL TEACHERS**

Pay @ \$35.00 per hour

14. Akbarzadeh, Heather	16. Jarrard, Lisa
15. Andrus, Samantha	17. Turney, Jason

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CERTIFICATED EMPLOYEES**

**APPROVE ADULT EDUCATION SUBSTITUTE TEACHERS**

Pay @ \$29.00 per hour

18. Gomez, Denyve

**APPROVE SUBSTITUTE TEACHERS**

Pay @ \$90.00 per day

19. Allen, Angela	53. Heineman, Kristie
20. Alonso, Maria	54. Hester, Sylvie
21. Alvarez, Diana	55. Howard, Arquilla
22. Avila, Vicki	56. Howell, Justine
23. Bacani, Dienna	57. Hurley, Sarah
24. Bateson, Susan	58. Insley, Nicola
25. Behle, Heather	59. Jessup, Kathleen
26. Bekele, Jabir	60. Johnson, Erika
27. Berkowitz, Kathryn	61. Johnson, Joshua
28. Billups, Stacy	62. Johnson, Shauna
29. Bowden, Joanna	63. Kader, Adil
30. Broadway, Linwood	64. Kanamori, Verna
31. Brown, Tessa	65. Kempself, Susan
32. Brunier, Audrey	66. Kuse, Jennifer
33. Burgess, Kelly	67. Lo, Janet
34. Butka, Tammy	68. Lulofs, Robert
35. Casey, Martha	69. Marcisz, Lauren
36. Combs, Kevan	70. Mars, Gretchen
37. Cook, Kathryn	71. Mauro, Douglas
38. Corbett, Quinn	72. Montgomery, Nathan
39. Costa, Kimberly	73. Morin, Ashton
40. Cusick, Stephanie	74. Morris, Kaly
41. Darwazeh, Sammer	75. Nairn, Cathy
42. Debraber, Tara	76. Nguyen, Mai
43. Drake, Melissa	77. Okane, Monika
44. Ehler, Shelly	78. Paolino, Jennifer
45. Einfeldt, Jeffrey	79. Pearson, Jill
46. Embrey, Jill	80. Plost, Stephanie
47. Exon, Laurel	81. Poertner, Rachel
48. Flagg, Christina	82. Pollin, Caitlin
49. Fleming, Sophia	83. Poucher, Teri
50. Gald, Krista	84. Prentice, Marsha
51. Garner, Benjamin	85. Pryor-Rode, Jennifer
52. Gibson, Rhaeanna	86. Pytel, Casey



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CERTIFICATED EMPLOYEES**

**APPROVE SUBSTITUTE TEACHERS**

Pay @ \$90.00 per day

- |                                |                         |
|--------------------------------|-------------------------|
| 87. Rempp, Whitney             | 95. Terry, Tracy        |
| 88. Richardson, Sylvia         | 96. Thiffault, Mark     |
| 89. Rodriguez-Morris, EvaMarie | 97. Underwood, Jeff     |
| 90. Shelton, Jhennavieve       | 98. Veit, Blakeley      |
| 91. Skinner, John              | 99. Vining, Berenice    |
| 92. Snyder, Richard            | 100. Weathers, Jennifer |
| 93. Soo, Vivian                | 101. Webber, Lauren     |
| 94. Stadler, Heidi             | 102. White, Wanda       |

**APPROVE 6/5<sup>th</sup> ASSIGNMENT 2nd SEMESTER**

- |                             |                         |
|-----------------------------|-------------------------|
| 103. Abedi, Lora            | 132. Hulse, Michael     |
| 104. Bailey, April          | 133. Klingbeil, Kent    |
| 105. Barragan, Ezequiel     | 134. Lander, Elizabeth  |
| 106. Bastianello, Christine | 135. Leone, Rosemary    |
| 107. Boncuk, Mark           | 136. Lindroth, Lauren   |
| 108. Brandt, Mike           | 137. Manning, Brian     |
| 109. Burke, Shaun           | 138. Martin, Wallace    |
| 110. Carmen, Denene         | 139. McCoy, Matt        |
| 111. Castle, John           | 140. McIntosh, Martha   |
| 112. Coppes, Paul           | 141. Miller, Ronan      |
| 113. Cullinan, Robert       | 142. Miller, Sharon     |
| 114. Davidson, Nancy        | 143. Miller, Teresa     |
| 115. Desiano, Tom           | 144. Nahl, Robert       |
| 116. Donnelly, John         | 145. Neighbors, Jeffrey |
| 117. Dwyer, Matt            | 146. O'Toner, Eric      |
| 118. Engle, Amanda          | 147. Okura, Kristen     |
| 119. Erickson, Mike         | 148. Oliver, Barbara    |
| 120. Farrier, Amy           | 149. Olson, Stacey      |
| 121. Forster, Glenn         | 150. Orlando, Shaina    |
| 122. Fossum, Nolan          | 151. Ortiz, James       |
| 123. Fransen, Craig         | 152. Osborne, Michelle  |
| 124. Garcia, Jeri           | 153. Pagel, Velda       |
| 125. Garrett, Michelle      | 154. Panici, Raymond    |
| 126. Geiger, Heather        | 155. Petrucco, Deanna   |
| 127. Georgia, David         | 156. Prinz, Jeff        |
| 128. Giambone, Christine    | 157. Rashoff, Monica    |
| 129. Hamilton, Marcy        | 158. Roman, Kelli       |
| 130. Hansen, David          | 159. Rosser, John       |
| 131. Harris, Robert         | 160. Sayles, Melisa     |

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CERTIFICATED EMPLOYEES**

**APPROVE 6/5<sup>th</sup> ASSIGNMENT 2nd SEMESTER**

161. Hindman, DeeAnn	176. Schreiman, Mike
162. Huerta, Eduardo	177. Schwartzberg, Morris
163. Shults-Amon, Leesa	178. Townsend, Norman
164. Slocum, Nicole	179. Tran, Chau
165. Smathers, Roxanne	180. Villalba, Fernanda
166. Snedeker, Joe	181. Vollebregt, Kirschel
167. Squires, Carly	182. Waldukat, Andreas
168. Steidle, Gwynne	183. Wallace, Tiffany
169. Stevens, Anthony	184. Webster, Donna
170. Stinson, Alice	185. Wigglesworth, Michael
171. Stone, Anne	186. Williamson, Nancy
172. Summers, Annie	187. Wingen, Tamarah
173. Tahbaz, Marie	188. Young, Michael
174. Tice, Rebecca	189. York, Mark
175. Todd, Mary	

**APPROVE ASSIGNMENT ADJUSTMENTS**

<u>NAME</u>	<u>PREVIOUS ASSIGNMENT</u>	<u>NEW ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>
190. Gant, Tina	ETAP I	ETAP II	02/02/09
191. Rodin, Mikel	STAP I	STAP II	10/01/08
192. VanDerWal, Katrina	Psychologist – 70%	Psychologist – 100%	02/17/09

**APPROVE ADDITIONAL ASSIGNMENTS**

193. To Conduct AP Test Review – SCHS  
Not to exceed 194 total hours instructional pay @ \$35.00 per hour 02/02/09-05/15/09

194. Prepare and Teach Beckman Science Class – Staff Development  
Not to exceed 100 total hours non-instructional pay @ \$30.00 per hour 02/01/09-03/30/09

**Hourly Supplemental Programs – Multiple Sites**

Not to exceed 50 hours @ \$18.00 per hour 11/05/08- 05/29/09

195. Bushway, Jenna	200. Ramirez, Theresa
196. Johnson, Wendy	201. Regan, Lynda
197. Nonnweiler, Moira	202. Schaffer, Janina
198. Perez, Carmen	203. Scott, Michael
199. Porter, Jacqueline	204. Spencer, Katie

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CERTIFICATED EMPLOYEES**

**APPROVE ADDITIONAL ASSIGNMENTS**

Hourly Supplemental Programs –Multiple Sites

Not to exceed 4 hours non-instructional pay @ \$30.00 per hour 01/15/09-06/16/09

205. Cantoran, Rene	214. Hamidi, Luz
206. Dang, Gina	215. Hendrickson, Katharine
207. DeJarnett, Elva	216. Hernandez, Norma
208. DeLoye, Lisette	217. Herrera, Deborah
209. Enschede, Marian	218. Le, Leslie
210. Escobar, Alicia	219. Sabad, Bernard
211. Galdamez, Edgar	220. Sandoval, Yohana
212. Garcia, Wyndi	221. Ward, Yesenia
213. Gillis, Lori	

Hourly Supplemental Programs – Multiple Sites

Not to exceed 20 hours instructional pay @ \$35.00 per hour 01/31/09-06/16/09

222. Arena, Franco	240. Jobst, Shelly
223. Bennett, Kathy	241. Jones, Karyn
224. Boylan, Sandy	242. Koopman, Nicole
225. Brem, Lindy	243. Korovilas, Evi
226. Brewer, Kathy	244. Lindroth, Lauren
227. Buckman, Jonathan	245. Martin, Heather
228. Burdick-Zupancic, Jill	246. McKeon, Gail
229. Calkins, Joan	247. Meckel, Connie
230. Coffin, Beverly	248. Miller, Teresa
231. Crapo, Mary	249. O'Connell, Teresa
232. Diaz, Jennifer	250. Regan, Alison
233. Eltiste, Stacy	251. Rose, Marianne
234. France, Rebecca	252. Saalberg, Christopher
235. Garcia, Steffanie	253. Sileci-Forney, Gina
236. Garrard, Camille	254. Terheggen, Jaci
237. Gillis, Lori	255. Thomas, Harmony
238. Gries, Vern	256. Villalba, Fernanda
239. Hauschild, Wendie	257. Young, Michael

Site Technology Coordinator – Malcom

Not to exceed 17 hours non-instructional pay @ \$30.00 per hour 09/02/08-06/18/09

258. Lorenz, Barbara

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CERTIFICATED EMPLOYEES**

**APPROVE ADDITIONAL ASSIGNMENTS**

AAA/GATE Coordinator – VDMES

Not to exceed 10 hours non-instructional pay @ \$30.00 per hour 09/02/08-06/18/09  
259. Dahlgren, Brenda

After School Enrichment Teacher – MFMS

Not to exceed 21 hours instructional pay @ \$35.00 per hour 02/02/09-05/01/09  
260. Boyle, Jeanette 263. Rivaheneyra, Mark  
261. Cady, Scott 264. Romero, Debra  
262. Gonzalez, Joann 265. Sarigumba, Bernadette

Homework Zone – NHMS

Not to exceed 62 hours instructional pay @ \$35.00 per hour 02/02/09-05/28/09  
266. Brown, Rocky 268. McCullough, Stephen  
267. Fragassi, Joseph 269. Pagel, Velda

Saturday School – ANHS

Not to exceed 4 hours instructional pay @ \$35.00 per hour 01/06/09-01/30/09  
270. Martin, Debra

IB Staff Development – SCHS

Not to exceed 10 hours non-instructional pay @ \$30.00 per hour 02/02/09-06/18/09  
271. Auerbach, Nathan

Saturday School – SCHS

Not to exceed 60 hours instructional pay @ \$35.00 per hour 01/10/09-06/19/09  
272. Chapman, Autumn

AP Review Sessions for AP Economics – THS

Not to exceed 3 hours instructional pay @ \$35.00 per hour 01/29/09-05/15/09  
273. Woodward, Richard

To Administer OLSAT Test – AAA/GATE

Not to exceed 5 hours instructional pay @ \$35.00 per hour 02/07/09  
274. Kubba, Dina 276. Marsing, Deborah  
275. Kucera, Lee 277. Schubert, Patricia

Student Assessment – Special Education

Not to exceed 18 hours @ hourly per diem rate 10/01/08-01/30/09  
278. Johnson, Connie 279. VanDerWal, Katrina

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

PERSONNEL ACTIVITY LIST BOARD OF TRUSTEES REGULAR MEETING March 9, 2009  
**CERTIFICATED EMPLOYEES**

**APPROVE ADDITIONAL ASSIGNMENTS**

Consultation Team – Special Education

Not to exceed 15 hours non-instructional pay @ \$30.00 per hour 09/06/08-12/20/08  
280. Taylor, Jeffrey

Extended School Year Coordinator – Special Education

Not to exceed 350 hours non-instructional pay @ \$40.00 per hour 01/21/09-06/30/09  
281. Winston, Leisa

DIBELS – State and Federal

Not to exceed 8 hours non-instructional pay @ \$30.00 per hour 02/01/08-06/30/09  
282. Slee, Elisa

**APPROVE LEAVES OF ABSENCE**

<u>NAME</u>	<u>REASON</u>	<u>EFFECTIVE DATE</u>
283. Clark, Bernadette	Child Care	03/09/09-03/27/09
284. DeVore, Amy	Child Care	04/21/09-05/22/09

**APPROVE SUBJECT MATTER ASSIGNMENT OPTIONS**


<u>NAME</u>	<u>SCHOOL</u>	<u>SUBJECT</u>	<u>ED CODE PROVISION</u>	<u>EFFECTIVE DATE</u>
285. Buckman, Andrea	SCHS	Sign Language	44263	03/01/09-06/30/09



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette D. Lovely, Deputy Superintendent, Personnel Services 

SUBJECT: **MASTER TEACHER PAYMENT**

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**BACKGROUND INFORMATION**

Student teachers from various universities are placed in the district throughout the school year. Current university agreements specify that institutions pay master teachers a nominal stipend for their supervision and support of student teachers. Funds are paid to the district by each university and the district in turn compensates the master teachers.

**CURRENT CONSIDERATIONS**

It is now appropriate for the Board to approve payment to master teachers who supervised student teachers during first semester of the 2008-09 school year. As provided in the agreement with each university, master teachers are paid either a flat rate or a per unit calculation at the conclusion of the student teacher's assignment.

**FINANCIAL IMPLICATIONS**

California State University, Fullerton reimburses the district for funds paid to master teachers.

**STAFF RECOMMENDATION**

It is respectfully recommended the Board of Trustees approve payment to CUSD master teachers who supported student teachers during the 2008 fall semester:

**CALIFORNIA STATE UNIVERSITY, FULLERTON**

<b><u>Master Teacher</u></b>	<b><u>Student Teacher</u></b>	<b><u>Location</u></b>	<b><u>Amount</u></b>
Clark, Brian	Blume, Daniel	THS	\$166.75
Cross, Melinda	Otto, Abigail	RH Dana ENF	\$150.00
Dickson, Cynthia	Orlando, Deirdre	Tijeras Creek	\$125.00
Green, Laura	Napoli, Kathryn	DJAMS	\$125.00
Kilker, Cheryl	Exon, Laurel	Canyon Vista	\$250.00
Kucera, Lee	Jean, Amanda	CVHS	\$ 83.25
Mannina, Laura	Napoli, Kathryn	DJAMS	\$125.00

MASTER TEACHER PAYMENT

March 9, 2009

Page 2

**CALIFORNIA STATE UNIVERSITY, FULLERTON**

<b><u>Master Teacher</u></b>	<b><u>Student Teacher</u></b>	<b><u>Location</u></b>	<b><u>Amount</u></b>
Montgomery, Lori	Grasinger, Courtney	Canyon Vista	\$250.00
Morgan, Diana	Arnold, Sara	Tijeras Creek	\$125.00
Pidgeon-Pagliei, Jennifer	Song, Sally	LFMS	\$166.75
Picazo, Robert	Blume, Daniel	THS	\$ 83.25
Portas, Lari	Jones, Donice	Tijeras Creek	\$125.00
Roach, Christine	Jean, Amanda	CVHS	\$166.75
Robbins, Valerie	Sorenson, Teresa	Canyon Vista	\$250.00
Tarui, Ester	Moen, Melissa	Tijeras Creek	\$125.00

**UNIVERSITY OF PHOENIX**


<b><u>Master Teacher</u></b>	<b><u>Student Teacher</u></b>	<b><u>Location</u></b>	<b><u>Amount</u></b>
Paulicivic, Geraldine	Roditi, Candice	Hankey	\$240.00



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent, Personnel Services 

SUBJECT: **CERTIFICATION OF TEMPORARY ATHLETIC TEAM COACH  
QUALIFICATIONS AND COMPETENCIES**

---

**BACKGROUND INFORMATION**

The California Code of Regulations (CCR) requires that the Board of Trustees certify that temporary athletic team coaches have met the provisions of Section 5593, Exhibit A. This section applies to any person serving as a temporary athletic team coach. The district must determine that each individual has met all required coaching qualifications and competencies set forth in the statute.

**CURRENT CONSIDERATIONS**

The purpose of this agenda item is to certify that all temporary athletic coaches have met the qualifications and competencies required under the statutory provisions. Included in these requirements is training in the care and prevention of athletic injuries, possession of a valid CPR or related certificate, practical experience in team athletic conditioning, knowledge of the rules and regulations in the sport or game being coached, understanding of adolescent psychology as it relates to the sport, and training in substance abuse prevention, including, but not limited to, tobacco, alcohol, steroids, and human growth hormones.

All current coaches have met this requirement as verified by athletic directors and principals at each site.

**FINANCIAL IMPLICATIONS**

Approval of this agenda item does not have any financial implications on the General Fund Budget.

**STAFF RECOMMENDATION**

It is respectfully recommended the Board President certify that all temporary athletic coaches in the district have met the qualifications and competencies required in Title V Section 5593 of the California Code of Regulations, Exhibit A.

## TITLE 5, CALIFORNIA CODE OF REGULATIONS

### 5593 Temporary Athletic Team Coach Qualifications and Competencies

This section applies to any person serving at any grade level as a temporary athletic team coach.

- (a) The district shall determine whether a temporary athletic team coach is knowledgeable and competent in the areas of:
  - (1) Care and prevention of athletic injuries, basic first aid, and emergency procedures;
  - (2) Coaching techniques;
  - (3) Rules and regulations in the athletic activity being coached; and
  - (4) Child or adolescent psychology, whichever is appropriate to the grade level of the involved sports activity.
- (b) The district shall establish a temporary athletic team coach's qualifications in each of the below specified four competency areas.
  - (1) Care and prevention of athletic injuries, basic sports injury first aid, and emergency procedures as evidenced by one or more of the following:
    - (A) Completion of a college-level course in the care and prevention of athletic injuries and possession of a valid cardiopulmonary resuscitation (CPR) card; or
    - (B) A valid sports injury certificate or first aid card, and a valid cardiopulmonary resuscitation CPR card; or
    - (C) A valid Emergency Medical Technician (EMT) I or II card; or
    - (D) A valid trainer's certification issued by the National or California Athletic Trainers' Association (NATA/CATA); or
    - (E) The person has had practical experience under the supervision of an athletic coach or trainer, or has assisted in team athletic training and conditioning, and has both valid CPR and first aid cards.

- (2) Coaching theory and techniques in the sport or game being coached, as evidenced by one or more of the following:
  - (A) Completion of a college course in coaching theory and techniques; or
  - (B) Completion of in-service programs arranged by a school district or a county office of education; or
  - (C) Prior service as a student coach or assistant athletic coach in the sport or game being coached; or
  - (D) Prior coaching in community youth athletic programs in the sport to be coached; or
  - (E) Prior participation in organized competitive athletics at high school level or above in the sport to be coached.
- (3) Knowledge of the rules and regulations pertaining to the sport or game being coached, the league rules and, at the high school level, regulations of the CIF.
- (4) Knowledge of child or adolescent psychology as it relates to sports participation as evidenced by one or more of the following:
  - (A) Completion of a college-level course in child psychology for elementary school positions and adolescent or sports psychology for secondary school positions; or
  - (B) Completion of a seminar or workshop on human growth and development of youth; or
  - (C) Prior active involvement with youth in a school or community sports program.
- (c) The school district superintendent may waive compliance with any one or more of the competencies described in subsection (a) provided that the person is enrolled in a program leading to acquisition of a competency. Until the competencies are met, the prospective coach shall serve under the immediate supervision of a fully qualified temporary athletic team coach.

NOTE: Authority cited: Sections 33031 and 35179.5, Education code.  
Reference: Sections 33352 and 35179.5, Education Code.

**CERTIFICATION  
TEMPORARY ATHLETIC TEAM COACHES**

TO STATE BOARD OF EDUCATION:

Title 5, California Code of Regulations, Section 5594, requires:

By April 1 of each year, each local governing school board shall certify to the State Board of Education that the provisions of Section 5593 have been met.

LOCAL SCHOOL BOARD CERTIFICATION:

I hereby certify the school district has met the conditions set forth in Title 5, Sections 5593 and 5594.

\_\_\_\_\_  
President  
Board of Trustees  
Capistrano Unified School District

\_\_\_\_\_  
Date

Return to:     State Board of Education  
                 Department of Education  
                 1430 N Street, Suite #5111  
                 Sacramento, CA 95814

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely

SUBJECT: **PRESENTATION OF REFUSE SERVICES AUDIT**

---

**BACKGROUND INFORMATION**

Beginning in July 2006, CUSD entered into a contract for refuse disposal with CR&R. The contract provides for refuse disposal at all district-maintained sites. Subsequent to engaging in this contract for services, the District has renewed the contract on an annual basis, with the most recent renewal approved by the Trustees on May 12, 2008.

In September 2009, the District contracted with an independent auditing firm to provide review and examination of the bidding process for refuse disposal. Items specifically addressed in the audit were the award of contract and the subsequent accounting records for invoice and payment of services. The audit was conducted according to the attestation standards established by the American Institute of Certified Public Accountants.

**CURRENT CONSIDERATION**

This agenda item pertains to presentation of the Refuse Services Audit to the Board of Trustees. The audit for refuse services was completed by the firm of Vavrinek, Trine, Day & Co, LLP, Certified Public Accountants. The final draft of the audit is included under separate cover as Exhibit A.

**FINANCIAL IMPLICATIONS**

Receipt of the Refuse Services Audit will have no additional financial implications for the District other than the cost of the audit, which has incurred costs of \$6,915 to date.

**STAFF RECOMMENDATION**

It is requested that Board President Ellen Addonizio recognize Ron Lebs, Deputy Superintendent, Business & Support Services, who will in turn recognize the completing auditor from the audit firm Vavrinek, Trine, Day & Co., LLP, who will present a summary of the audit report. The auditor, as well as district staff, will be available to answer specific questions related to the audit.


INFORMATION/  
DISCUSSION



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Suzette Lovely, Deputy Superintendent

FROM: Ronald N. Lebs, Deputy Superintendent, Business & Support Services 

SUBJECT: **APPROVAL: CONSULTING SERVICES AGREEMENT WITH  
VAVRINEK, TRINE, DAY & CO., LLP REGARDING SAN JUAN HILLS  
HIGH SCHOOL CONSTRUCTION**

---

**BACKGROUND INFORMATION**

Beginning in the 1999-2000 fiscal year, CUSD began identifying sites and planning for the future San Juan Hills High School. The school was opened in the fall of 2007 for its first freshman class. In the interim years, final site selection was identified, the land was acquired, construction commenced, and boundary lines were established.

**CURRENT CONSIDERATION**

This agenda item pertains to the engagement of Vavrinek, Trine, Day & Co., LLP to provide consulting services regarding the construction process of San Juan Hills High School (SJHHS). These consulting services will focus on documenting selecting components of the construction process of SJHHS; specifically, the topics of site selection and acquisition, construction costs and related Board and state approvals, and designated construction costs. Designated consultant agreements will be reviewed and documented. A letter of engagement for this work is attached as Exhibit A.

**FINANCIAL IMPLICATIONS**

The financial implications related to this agenda item have been detailed in the letter of engagement with VTD & Co, LLC, which is provided under separate cover as Exhibit A. The schedule of fees will be pursuant to the current audit contract. The requisite page from the current audit contract has been included as Exhibit B.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve the appointment of Vavrinek, Trine, Day & Co., LLP to provide consulting services for review and documentation of the District's construction process with regard to San Juan Hills High School, as shown in Exhibit A.

DISCUSSION/  
ACTION







January 28, 2009

Ronald N. Lebs  
Deputy Superintendent, Business & Support Services  
Capistrano Unified School District  
33122 Valle Road  
San Juan Capistrano, California 92675

Dear Ron,

I would like to thank you for continuing to use the management services provided by Vavrinek, Trine, Day & Co., LLP (VTD). This letter will serve as our engagement letter for non-audit services to be performed regarding the San Juan Hills High School project. As in the past this engagement letter is in conformance with the Government Accounting Standards (GAO).

The standards to which VTD will conform are intended to better serve the public interest and to maintain a high degree of integrity, objectivity and independence for both audit work and for non-audit work with government audit clients.

The standard for non-audit services for government audit clients is based on two overarching principles:

- VTD should not perform management functions or make management decisions; and
- VTD should not audit their own work or provide non-audit services in situations where the amounts or services involved are significant / material to the subject matter of the audit.

In lieu of these principles, our available resources and considering your needs, our firm offers the following way that we can assist you and your staff. We will provide you with professional accounting assistance within the engagement scope and on the terms stated below.

### **PURPOSE OF THE ENGAGEMENT**

The purpose of the engagement is to document selected components of the San Juan Hills High School construction process, specifically:

- Site Selection and Acquisition
- Construction Costs and Related Board and State approvals
- Designated construction costs
- Designated consultant agreements

## SCOPE OF SERVICES

The work will be consulting services as defined by Governmental Auditing Standards issued by the Comptroller General of the United States. Our work will not constitute an audit or review of transactions and should not be relied upon as such. Nor are we providing any affirmation of business decisions made by District management as it relates to San Juan Hills High School project.

The District is responsible for the appropriate recording and reporting of financial transactions and management decisions. Accordingly, all work will be conducted at your direction, and/or the direction of your designee, to insure that the work meets the District's objectives. Either you or your designee will be responsible for review and approval of any work product directly prepared by VTD, including reports drafted by VTD during the engagement.

Governmental Auditing Standards require that the District be responsible for the substantive outcomes of VTD work and be in a position in fact and appearance to make an informed judgment on the results of the non-audit services and that the Capistrano Unified School District

- Designates a knowledgeable management level individual to be responsible and accountable for overseeing the non-audit services.
- Establishes and monitors the performance of the non-audit services to ensure that it meets management's objectives.
- Makes any decisions that involve management functions related to the non-audit services and accepts full responsibility for such decisions.
- Evaluates the adequacy of the services performed and any findings that result.

In accordance with Governmental Auditing Standards, the District will be required to provide VTD with a letter, signed by you. The letter will affirm that VTD's work has been reviewed and that the District accepts responsibility for any adjustments to the accounting records or reports drafted by VTD during the engagement.

Specific services to be available to the District follow. Any additional services requested, other than routine advice will require an amendment of this agreement.

### **Site Selection and Acquisition**

- Document process, timing, agreements, and Board and state approvals.
  - Escrow documents
  - CDE approvals

### **Construction costs and Related Board and State Approvals**

- Document construction costs, using OPSC Form SAB 50-06, specifically addressing:
  - Board and State approvals.
  - Timing of approvals
  - Change order approval

### **Designated Construction Costs**

- Document selected construction costs, include Board and State approvals, and timing of approvals for:
  - Off-Site Improvements, including electrical lines
  - Grading
  - Others as needed, to be determined.

### **Designated Consulting Agreements**

- Document selected consulting agreements, include Board and State approvals, and timing of approvals for:
  - Site selection
  - Electrical Power Lines
  - Others as needed, to be determined.

### **Deliverables**

A written report will be provided that will include only documentation of timelines, approvals and other related actions. We will not provide any specific conclusions as to management decisions regarding the San Juan Hills High School construction project.

### **Staffing**

The principals on the engagement will be Jim Balsano, Partner and Phil Hillman, Consultant and staff as necessary. Every effort will be made to delegate work to our accounting staff to minimize the expense to the District and/or meet District deadlines.

### **FEES**

Fees will be based on the hours worked at the hourly rates pursuant to the current audit contract. Invoices will be submitted monthly and are due upon receipt. In addition to such payment for personal services, VTD shall be reimbursed for such travel as may be necessary, including expenses for hotels, meals and mileage computed at the current IRS rate per mile.

### **TERM OF ENGAGEMENT**

The term of the engagement is January 15, 2009 to June 30, 2009.

### **TERMINATION OF ENGAGEMENT**

The engagement may be terminated by either party without cause.

### **INDEPENDENT CONTRACTOR**

VTD is an independent contractor as defined by Federal and State taxing authorities.

### **INSURANCE**

VTD maintains current worker compensation and liability insurance policies.

If this engagement letter correctly states your understanding of the engagement, please sign below and return a copy for our files.

**Capistrano Unified School District**

**Vavrinek, Trine, Day & Co., LLP.**

\_\_\_\_\_  
Ronald N. Lebs  
Deputy Superintendent, Business  
& Support Services

\_\_\_\_\_  
P. James Balsano  
Partner

Date: \_\_\_\_\_

Date: \_\_\_\_\_





## Compensation and Additional Terms Of the Engagement

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### *Period Covered by Agreement*

This agreement shall cover the three-year period beginning July 1, 2007 and ending June 30, 2010, inclusive, including required time to complete said audits.

### *Compensation*

Personal services performed by the Auditors shall be reimbursed at the following hourly rates:

	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Partner/Principal	\$ 190	\$ 195	\$ 200
Manager/School Services	150	155	160
Consultant	150	155	160
Supervisor	120	125	130
Senior in Charge	110	115	120
Staff Accountant	90	95	100
Paraprofessional	70	74	78

In addition to such payment for personal services, Auditors shall be reimbursed for such travel as may be necessary, computed at the current IRS rate per mile.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent

SUBJECT: **CERTIFICATION OF 2008-09 SECOND INTERIM REPORT AND  
ADOPTION OF RESOLUTION NO. 0809-51, INCORPORATING  
2008-09 REVENUE AND EXPENDITURE ADJUSTMENTS**

---

**BACKGROUND INFORMATION**

In accordance with Education Code Section 42130, school districts are required to prepare and submit two Interim Financial Reports to the governing board. The purpose of these reports is to notify appropriate State and County Office of Education officials as to whether or not the District will be able to meet its financial obligations for the remainder of the fiscal year. Additionally, as required by AB2756, districts must certify that minimum reserve levels are projected to be met in the two subsequent fiscal years.

The Board of Trustees is required to certify each Interim Report to indicate that they have been informed of the financial stability of the district. District administration is also required to certify that an interim report review has been conducted using the State-adopted Criteria & Standards. The district's second interim reporting period is based upon activity from July 1 through January 31 of the current fiscal year. An Interim Report may be positively certified if a district shows in its current and multi-year projections that it can meet its financial obligations in the current and subsequent two year.

**CURRENT CONSIDERATION**

On January 21, 2009 at a Special Board Workshop, and again at the regular Board meeting on February 9, 2009, Trustees were informed of the potential impacts to CUSD due to the Governor's 2008-09 mid year revise and 2009-10 Budget Proposal. These proposals would have required a further \$15.5 million in current-year reductions, and reductions of \$22.5 million and \$22.0 million in ongoing cuts in 2009-10 and 2010-11 respectively. With the adoption of the State's new 17-month budget in late February, these assumptions changed.

The Governor signed the State's new 17-month budget on February 20, 2009, which included revised revenue and expense changes and flexibility. At the Special Budget Workshop on February 25, 2009, these changes were quantified for Trustees as they relate to CUSD. The projections for 2008-09 and 2009-10 in the Multi-Year portion of the Second Interim Budget now indicate required on-going reductions to unrestricted and restricted

## **SECOND INTERIM REPORT FOR 2008-09, RESOLUTION NO. 0809-51**

March 9, 2009

Page 2

areas of \$13.7 million in the current year, \$25.0 million in 2009-10, and up to \$10.0 million in 2010-11, as shown in Exhibit B.

This agenda item presents positive certification of the Second Interim Financial Report for 2008-09 indicating that the district will be able to meet its financial obligations for the remainder of the fiscal year as well as 2009-10 and 2010-11 fiscal years. To meet current mid-year reduction needs and to meet our minimum reserve requirement, CUSD will utilize \$9.5 million in categorical flexibility as approved in the State's 17-month budget. The flexibility utilized has been detailed in Exhibit A.

### ***2008-09 Financial Information:***

The Second Interim Report, Exhibit B, is supported by the General Fund Income and Expenditure Summary (Restricted and Unrestricted), Average Daily Attendance Report, Actual and Projected Monthly Cash Flow, a Recap of the Revenue and Expenditure Changes, the Criteria and Standards Certification and Checklist, and the Multi-Year Projections. Also included are Income and Expenditure Summaries for other district funds where budgets have changed. Resolution No. 0809-51, Exhibit C, incorporates revenue and expenditures increases and decreases in the current fiscal year.

### ***Multi-Year Projections:***

Exhibit D is a list of the budget assumptions used to project the district's 2008-09, 2009-10, and 2010-11 revenue and expenditures.

Revenue –The Second Interim multi-year projections include revenue limit adjustments based on assumptions prescribed by School Services of California (SSC) and the Orange County Department of Education (OCDE).

Enrollment – ADA projections used for the current year were updated based on actual First Period attendance. In the multi-year projections, ADA is projected to remain unchanged in the 2009-10 and 2010-11 fiscal years.

Salary Projections – Negotiations for the current and future years have not been settled with any of the bargaining units at this time.

## **FINANCIAL IMPLICATIONS**

The financial implications related to this agenda item have been detailed in the various exhibits. A full set of the Second Interim financial statements will be on the Business Services website.

## **STAFF RECOMMENDATION**

It is respectfully requested Board President Ellen Addonizio recognize Ronald Lebs, Deputy Superintendent, Business & Support Services, who will introduce this item. Following



## **SECOND INTERIM REPORT FOR 2008-09, RESOLUTION NO. 0809-51**

March 9, 2009

Page 3

appropriate discussion, it is recommended that the Board of Trustees approve the Positive Certification of the Second Interim Financial Report for the period July 1, 2008, through January 31, 2009, Exhibit B, and authorize its filing with the County Superintendent of Schools.

It is further recommended that the Board of Trustees approve Resolution No. 0809-51 incorporating revenue and expenditure increases/decreases for the district's various funds for 2008-09, Exhibit C.

DISCUSSION/  
ACTION



## Flexibility Used in 2008-09

Grant	Resource Code	Amount	Primarily Used for:
Ongoing Arts, Music Block Grant	6760	524,350	Arts, Music Staffing & Supplies
1-Time Arts Music Supplies Block Grant	6761	1,400,000	Arts, Music Supplies
CAHSEE (High School Exit Exam)	7055	22,611	High School staffing
School Counselor grades 7-12	7080	733,256	Counselors (salaries)
Gate AAA	7140	29,996	Staffing & Supplies at sites
Instructional Material Funds Realignment Prgm	7156	2,734,168	Textbooks
1-Time English Language Learner Instrl Matl.	7157	46,000	English Learner Supplies
PAR	7271	50,058	Teacher Additional Assignments
Pupil Retention Block Grant	7390	7,295	Salaries
Teacher Credentialing Block Grant	7392	115,000	Teacher Additional Assignments
TIIG	7394	1,463,135	Undesignated (was Transportation)
Schl, Library Improvement Block Grant (SIP)	7395	618,244	Site Supplies and Staffing
1-Time Discretionary Site Block Grant	7396	816,263	Site Supplies
1-Time Inst Matl, Library, Ed Tech. Block Grant	7398	184,521	Educational Technology for Sites
		8,744,897	
<b>Site level</b>			
SLIBG	7395		
Gate AAA	7140	243,573	
Discretionary Site Block Grants (carryover)	7396		
Arts, Music Block Grants (carryover)	6761	467,836	
Total 2008-09 plus sites plus Lottery		9,456,306	

\$2,900,000 of this money was set aside during budget development because of proposed flexibility in last year's Governor's budget.

\$2,300,000 Categorical Deficit Elimination in Governor's Final (as of October 2008) Set Aside as Recommended

Balance is a combination of monies not yet allocated to sites and anticipated reductions in expenditures.

This is money that has not already been committed (encumbered) for Salaries or Supplies



2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) Revenue Limit Sources		8010-8099	287,385,306.00	291,341,551.00	177,322,051.69	282,055,633.00	(9,285,918.00)	-3.2%
2) Federal Revenue		8100-8299	18,328,861.00	21,173,742.00	7,694,784.61	20,234,513.00	(939,229.00)	-4.4%
3) Other State Revenue		8300-8599	74,404,803.00	77,644,406.00	37,607,544.58	73,746,772.00	(3,897,634.00)	-5.0%
4) Other Local Revenue		8600-8799	8,334,669.00	9,533,971.00	5,352,063.41	9,052,815.00	(481,156.00)	-5.0%
5) TOTAL, REVENUES			388,453,639.00	399,693,670.00	227,976,444.29	385,089,733.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	213,340,553.00	211,097,761.00	105,131,133.79	210,670,031.00	427,730.00	0.2%
2) Classified Salaries		2000-2999	57,530,005.00	59,506,204.00	26,486,955.43	58,882,675.00	623,529.00	1.0%
3) Employee Benefits		3000-3999	74,328,785.00	75,198,130.40	34,419,492.26	73,251,803.00	1,946,327.40	2.6%
4) Books and Supplies		4000-4999	14,256,440.00	17,773,884.60	6,919,390.76	14,523,406.00	3,250,478.60	18.3%
5) Services and Other Operating Expenditures		5000-5999	26,265,562.00	28,716,596.00	13,332,508.94	27,906,207.00	810,389.00	2.8%
6) Capital Outlay		6000-6999	0.00	60,000.00	894,145.90	69,316.00	(9,316.00)	-15.5%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299						
		7400-7499	12,842,941.00	12,724,146.00	7,144,440.33	11,143,332.00	1,580,814.00	12.4%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(743,035.00)	(743,035.00)	(166,410.60)	(738,035.00)	(5,000.00)	0.7%
9) TOTAL, EXPENDITURES			397,821,251.00	404,333,687.00	194,161,656.81	395,708,735.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(9,367,612.00)	(4,640,017.00)	33,814,787.48	(10,619,002.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	3,400,000.00	3,400,000.00	450,000.00	900,000.00	(2,500,000.00)	-73.5%
b) Transfers Out		7600-7629	2,050,000.00	2,050,000.00	0.00	2,050,000.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	3,800,000.00	3,800,000.00	1,608,364.70	0.00	(3,800,000.00)	-100.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00		
4) TOTAL, OTHER FINANCING SOURCES/USES			5,150,000.00	5,150,000.00	2,058,364.70	(1,150,000.00)		

2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND</b>								
<b>BALANCE (C + D4)</b>			(4,217,612.00)	509,983.00	35,873,152.18	(11,769,002.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	18,493,501.00	21,844,245.00		21,844,245.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			18,493,501.00	21,844,245.00		21,844,245.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			18,493,501.00	21,844,245.00		21,844,245.00		
2) Ending Balance, June 30 (E + F1e)			14,275,889.00	22,354,228.00		10,075,243.00		
Components of Ending Fund Balance								
a) Reserve for								
Revolving Cash		9711	175,000.00	175,000.00		175,000.00		
Stores		9712	150,000.00	150,000.00		150,000.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
General Reserve		9730	0.00	0.00		0.00		
Legally Restricted Balance		9740	3,111,386.00	10,430,402.00		948,584.00		
b) Designated Amounts								
Designated for Economic Uncertainties		9770	10,139,503.00	10,898,826.00		8,101,659.00		
Designated for the Unrealized Gains of Investments and Cash in County Treasury		9775	0.00	0.00		0.00		
Other Designations		9780	700,000.00	700,000.00		700,000.00		
c) Undesignated Amount		9790				0.00		
d) Unappropriated Amount		9790	0.00	0.00				

2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>REVENUE LIMIT SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	45,596,233.00	42,760,810.00	24,370,621.54	24,224,217.00	(18,536,593.00)	-43.3%
Charter Schools General Purpose Entitlement - State Aid		8015	0.00	0.00	0.00	0.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	1,048,893.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	2,173,276.00	2,173,276.00	1,054,924.49	2,109,848.00	(63,428.00)	-2.9%
Timber Yield Tax		8022	0.00	0.00	34.07	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	220,635,429.00	228,296,298.00	128,671,222.22	227,313,476.00	(982,822.00)	-0.4%
Unsecured Roll Taxes		8042	9,206,989.00	9,845,306.00	8,815,784.63	9,441,189.00	(404,117.00)	-4.1%
Prior Years' Taxes		8043	8,601,517.00	8,749,069.00	8,673,956.86	16,426,586.00	7,677,517.00	87.8%
Supplemental Taxes		8044	7,584,273.00	5,797,660.00	2,832,845.44	5,815,211.00	17,551.00	0.3%
Education Revenue Augmentation Fund (ERAF)		8045	(3,567,980.00)	(3,416,388.00)	4,037,178.26	622,932.00	4,039,320.00	-118.2%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-Revenue Limit (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal, Revenue Limit Sources</b>			<b>290,229,737.00</b>	<b>294,206,031.00</b>	<b>179,505,460.51</b>	<b>285,953,459.00</b>	<b>(8,252,572.00)</b>	<b>-2.8%</b>
<b>Revenue Limit Transfers</b>								
Unrestricted Revenue Limit								
Transfers - Current Year	0000	8091	(6,722,641.00)	(7,185,441.00)	0.00	(6,391,195.00)	794,246.00	-11.1%
Continuation Education ADA Transfer	2200	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Community Day Schools Transfer	2430	8091	44,216.00	52,417.00	0.00	56,913.00	4,496.00	8.6%
Special Education ADA Transfer	6500	8091	6,678,425.00	7,133,024.00	0.00	6,334,282.00	(796,742.00)	-11.2%
All Other Revenue Limit								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
PERS Reduction Transfer		8092	1,467,380.00	1,447,331.00	779,743.18	1,442,964.00	(4,367.00)	-0.3%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(4,311,811.00)	(4,311,811.00)	(2,963,152.00)	(5,340,790.00)	(1,028,979.00)	23.9%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, REVENUE LIMIT SOURCES</b>			<b>287,385,306.00</b>	<b>291,341,551.00</b>	<b>177,322,051.69</b>	<b>282,055,633.00</b>	<b>(9,285,918.00)</b>	<b>-3.2%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	7,351,222.00	7,369,015.00	3,684,508.00	7,369,015.00	0.00	0.0%
Special Education Discretionary Grants		8182	700,199.00	714,442.00	250,460.00	715,924.00	1,482.00	0.2%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	75,726.00	75,726.00	New
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB/IASA	3000-3299, 4000-4139, 4201-4215, 4610, 5510	8290	5,615,933.00	7,439,626.00	2,172,333.90	6,679,778.00	(759,848.00)	-10.2%

2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Vocational and Applied Technology Education	3500-3699	8290	220,537.00	220,537.00	0.00	213,400.00	(7,137.00)	-3.2%
Safe and Drug Free Schools	3700-3799	8290	131,339.00	225,821.00	94,564.03	219,993.00	(5,828.00)	-2.6%
JTPA / WIA	5600-5625	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other Federal Revenue	All Other	8290	4,309,631.00	5,204,301.00	1,492,918.68	4,960,677.00	(243,624.00)	-4.7%
<b>TOTAL, FEDERAL REVENUE</b>			<b>18,328,861.00</b>	<b>21,173,742.00</b>	<b>7,694,784.61</b>	<b>20,234,513.00</b>	<b>(939,229.00)</b>	<b>-4.4%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
Supplemental Instruction Programs								
Current Year	0000	8311	1,475,893.00	1,533,913.00	1,009,298.02	1,304,142.00	(229,771.00)	-15.0%
Prior Years	0000	8319	0.00	0.00	(450,039.00)	0.00	0.00	0.0%
Community Day School Funding								
Current Year	2430	8311	33,503.00	42,051.00	20,672.94	36,730.00	(5,321.00)	-12.7%
Prior Years	2430	8319	0.00	0.00	(6,000.00)	0.00	0.00	0.0%
ROC/P Entitlement								
Current Year	6350-6360	8311	3,243,129.00	3,243,129.00	2,076,918.52	2,756,660.00	(486,469.00)	-15.0%
Prior Years	6350-6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	24,787,520.00	25,060,232.00	14,512,314.56	25,130,335.00	70,103.00	0.3%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Gifted and Talented Pupils	7140	8311	408,719.00	461,474.00	266,322.66	429,174.00	(32,300.00)	-7.0%
Home-to-School Transportation	7230	8311	800,413.00	856,057.00	392,502.00	856,057.00	0.00	0.0%
School Improvement Program	7260-7265	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Economic Impact Aid	7090-7091	8311	2,799,113.00	2,717,497.00	1,358,748.50	2,795,675.00	78,178.00	2.9%
Spec. Ed. Transportation	7240	8311	2,210,530.00	2,210,530.00	1,013,528.00	2,210,530.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	203,730.00	203,730.00	118,163.98	203,730.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Year Round School Incentive		8425	0.00	0.00	0.00	0.00	0.00	0.0%
Class Size Reduction, K-3		8434	13,325,120.00	14,191,600.00	3,634,068.00	14,209,439.00	17,839.00	0.1%
Class Size Reduction, Grade Nine		8435	0.00	0.00	0.00	0.00	0.00	0.0%
Charter Schools Categorical Block Grant		8480	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materi		8560	7,021,542.00	7,265,933.00	1,628,898.97	6,500,653.00	(765,280.00)	-10.5%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
Arts and Music Block Grant	6760	8590	807,530.00	881,277.00	2,579.00	759,844.00	(121,433.00)	-13.8%
Miller Unruh Reading Program	7200	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental School Counseling Program	7080	8590	1,576,820.00	1,655,451.00	0.00	1,435,640.00	(219,811.00)	-13.3%
Instructional Materials	7155, 7156, 7157, 7158, 7160, 7170	8590	3,333,739.00	3,571,622.00	3,221,173.00	3,035,289.00	(536,333.00)	-15.0%
Staff Development	7294, 7295, 7296	8590	0.00	0.00	18,750.00	15,937.00	15,937.00	New
Tenth Grade Counseling	7375	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Educational Technology Assistance Grants	7100-7125	8590	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6605-6680	8590	71,525.00	71,579.00	53.93	72,067.00	488.00	0.7%
Healthy Start	6240-6245	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Class Size Reduction Facilities	6200	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Pupil Retention Block Grant	7390	8590	104,405.00	111,643.00	89,314.00	94,897.00	(16,746.00)	-15.0%



2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

30 66464 0000000  
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
School Community Violence Prevention Grant	7391	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Teacher Credentialing Block Grant	7392	8590	258,000.00	532,000.00	390,624.00	508,422.00	(23,578.00)	-4.4%
Professional Development Block Grant	7393	8590	1,710,654.00	1,829,258.00	1,463,406.00	1,554,869.00	(274,389.00)	-15.0%
Targeted Instructional Improvement Block Grant	7394	8590	2,410,613.00	2,578,578.00	1,869,869.00	2,191,791.00	(386,787.00)	-15.0%
School and Library Improvement Block Grant	7395	8590	3,253,548.00	3,479,124.00	2,783,299.00	2,957,255.00	(521,869.00)	-15.0%
Quality Education Investment Act	7400	8590	403,748.00	382,800.00	306,240.00	382,800.00	0.00	0.0%
All Other State Revenue	All Other	8590	4,164,009.00	4,763,928.00	1,886,839.50	4,303,836.00	(460,092.00)	-9.7%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>74,404,803.00</b>	<b>77,644,406.00</b>	<b>37,607,544.58</b>	<b>73,746,772.00</b>	<b>(3,897,634.00)</b>	<b>-5.0%</b>
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to RL Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-Revenue Limit Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	15,000.00	15,000.00	5,877.50	15,000.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	1,980,880.00	1,756,280.00	636,693.96	1,571,280.00	(185,000.00)	-10.5%
Interest		8660	3,259,307.00	3,169,307.00	822,665.59	2,008,038.00	(1,161,269.00)	-36.6%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	300,000.00	600,000.00	431,048.51	600,000.00	0.00	0.0%
Transportation Services	7230, 7240	8677	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services	All Other	8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-Revenue Limit (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	2,441,264.00	3,655,166.00	3,455,777.85	4,556,397.00	901,231.00	24.7%
Tuition		8710	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
All Other Transfers In		8781-8783	278,218.00	278,218.00	0.00	242,100.00	(36,118.00)	-13.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	50,000.00	50,000.00	0.00	50,000.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6350, 6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%

2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
From County Offices	6350, 6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6350, 6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>8,334,669.00</b>	<b>9,533,971.00</b>	<b>5,352,063.41</b>	<b>9,052,815.00</b>	<b>(481,156.00)</b>	<b>-5.0%</b>
<b>TOTAL, REVENUES</b>			<b>388,453,639.00</b>	<b>399,693,670.00</b>	<b>227,976,444.29</b>	<b>385,089,733.00</b>	<b>(14,603,937.00)</b>	<b>-3.7%</b>

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General Fund  
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Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	187,316,096.00	185,214,593.00	91,035,339.41	184,745,100.00	469,493.00	0.3%
Certificated Pupil Support Salaries		1200	8,141,794.00	8,143,985.00	4,183,074.98	8,039,143.00	104,842.00	1.3%
Certificated Supervisors' and Administrators' Salaries		1300	15,791,633.00	15,404,497.00	8,832,074.78	15,328,184.00	76,313.00	0.5%
Other Certificated Salaries		1900	2,091,030.00	2,334,686.00	1,080,644.62	2,557,604.00	(222,918.00)	-9.5%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>213,340,553.00</b>	<b>211,097,761.00</b>	<b>105,131,133.79</b>	<b>210,670,031.00</b>	<b>427,730.00</b>	<b>0.2%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	12,355,420.00	13,073,420.00	5,289,097.51	12,894,886.00	178,534.00	1.4%
Classified Support Salaries		2200	23,673,901.00	24,644,543.00	11,242,261.77	24,420,411.00	224,132.00	0.9%
Classified Supervisors' and Administrators' Salaries		2300	3,629,428.00	3,547,052.00	1,913,921.37	3,395,892.00	151,160.00	4.3%
Clerical, Technical and Office Salaries		2400	14,639,984.00	14,679,664.00	6,686,862.55	14,648,850.00	30,814.00	0.2%
Other Classified Salaries		2900	3,231,272.00	3,561,525.00	1,354,812.23	3,522,636.00	38,889.00	1.1%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>57,530,005.00</b>	<b>59,506,204.00</b>	<b>26,486,955.43</b>	<b>58,882,675.00</b>	<b>623,529.00</b>	<b>1.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	17,405,773.00	17,461,337.00	8,666,661.43	17,432,408.00	28,929.00	0.2%
PERS		3201-3202	4,657,022.00	4,688,088.00	2,173,308.26	4,688,100.00	(12.00)	0.0%
OASDI/Medicare/Alternative		3301-3302	6,926,438.00	7,098,488.00	3,230,846.14	6,876,040.00	222,448.00	3.1%
Health and Welfare Benefits		3401-3402	39,791,236.00	39,596,981.00	17,904,891.21	39,795,285.00	(198,304.00)	-0.5%
Unemployment Insurance		3501-3502	801,636.00	811,593.00	394,995.38	808,030.00	3,563.00	0.4%
Workers' Compensation		3601-3602	2,475,923.00	2,435,255.00	311,333.50	311,334.00	2,123,921.00	87.2%
OPEB, Allocated		3701-3702	124,408.00	377,879.40	181,186.65	420,504.00	(42,624.60)	-11.3%
OPEB, Active Employees		3751-3752	757,829.00	1,112,871.00	555,769.38	1,111,414.00	1,457.00	0.1%
PERS Reduction		3801-3802	1,319,895.00	1,299,846.00	744,688.36	1,295,797.00	4,049.00	0.3%
Other Employee Benefits		3901-3902	68,625.00	315,792.00	255,811.95	512,891.00	(197,099.00)	-62.4%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>74,328,785.00</b>	<b>75,198,130.40</b>	<b>34,419,492.26</b>	<b>73,251,803.00</b>	<b>1,946,327.40</b>	<b>2.6%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	3,364,745.00	2,851,969.00	2,077,620.45	2,646,881.00	205,088.00	7.2%
Books and Other Reference Materials		4200	125,500.00	139,722.00	130,804.54	143,046.00	(3,324.00)	-2.4%
Materials and Supplies		4300	9,575,505.00	13,084,548.60	3,730,068.28	10,027,978.00	3,056,570.60	23.4%
Noncapitalized Equipment		4400	1,190,690.00	1,697,645.00	980,897.49	1,705,501.00	(7,856.00)	-0.5%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>14,256,440.00</b>	<b>17,773,884.60</b>	<b>6,919,390.76</b>	<b>14,523,406.00</b>	<b>3,250,478.60</b>	<b>18.3%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	1,846,597.00	2,532,114.00	509,760.07	2,496,410.00	35,704.00	1.4%
Travel and Conferences		5200	604,634.00	939,516.00	278,023.68	715,050.00	224,466.00	23.9%
Dues and Memberships		5300	101,039.00	94,489.00	40,962.00	76,760.00	17,729.00	18.8%
Insurance		5400-5450	1,850,000.00	1,850,000.00	1,400,000.00	1,850,000.00	0.00	0.0%
Operations and Housekeeping Services		5500	8,340,000.00	9,035,000.00	4,746,732.21	9,035,000.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,243,775.00	3,721,626.00	2,252,943.36	3,309,354.00	412,272.00	11.1%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(44,246.00)	(44,246.00)	(20,495.45)	(45,816.00)	1,570.00	-3.5%
Professional/Consulting Services and Operating Expenditures		5800	9,596,063.00	9,862,397.00	3,987,494.26	10,029,621.00	(167,224.00)	-1.7%
Communications		5900	727,700.00	725,700.00	137,088.81	439,828.00	285,872.00	39.4%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>26,265,562.00</b>	<b>28,716,596.00</b>	<b>13,332,508.94</b>	<b>27,906,207.00</b>	<b>810,389.00</b>	<b>2.8%</b>

2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	(0.02)	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	49,315.92	49,316.00	(49,316.00)	New
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	60,000.00	844,830.00	20,000.00	40,000.00	66.7%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			0.00	60,000.00	894,145.90	69,316.00	(9,316.00)	-15.5%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	20,000.00	20,000.00	0.00	20,000.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	350,000.00	350,000.00	0.00	300,000.00	50,000.00	14.3%
Payments to County Offices		7142	4,404,000.00	4,455,925.00	2,415,596.62	4,462,645.00	(6,720.00)	-0.2%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	447,900.00	447,900.00	318,840.00	447,900.00	0.00	0.0%
To County Offices	6500	7222	310,985.00	310,985.00	0.00	310,985.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6350, 6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6350, 6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6350, 6360	7223	3,243,129.00	3,243,129.00	2,071,567.44	2,756,660.00	486,469.00	15.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	140,000.00	140,000.00	84.24	124,994.00	15,006.00	10.7%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	155,132.00	71,132.00	73,779.47	124,633.00	(53,501.00)	-75.2%
Other Debt Service - Principal		7439	3,771,795.00	3,685,075.00	2,264,572.56	2,595,515.00	1,089,560.00	29.6%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			12,842,941.00	12,724,146.00	7,144,440.33	11,143,332.00	1,580,814.00	12.4%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	(743,035.00)	(743,035.00)	(166,410.60)	(738,035.00)	(5,000.00)	0.7%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			(743,035.00)	(743,035.00)	(166,410.60)	(738,035.00)	(5,000.00)	0.7%
<b>TOTAL, EXPENDITURES</b>			397,821,251.00	404,333,687.00	194,161,656.81	395,708,735.00	8,624,952.00	2.1%

2008-09 Second Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	900,000.00	900,000.00	450,000.00	900,000.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	2,500,000.00	2,500,000.00	0.00	0.00	(2,500,000.00)	-100.0%
(a) TOTAL, INTERFUND TRANSFERS IN			3,400,000.00	3,400,000.00	450,000.00	900,000.00	(2,500,000.00)	-73.5%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Deferred Maintenance Fund		7615	2,050,000.00	2,050,000.00	0.00	2,050,000.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			2,050,000.00	2,050,000.00	0.00	2,050,000.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments								
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	844,830.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	3,800,000.00	3,800,000.00	763,534.70	0.00	(3,800,000.00)	-100.0%
(c) TOTAL, SOURCES			3,800,000.00	3,800,000.00	1,608,364.70	0.00	(3,800,000.00)	-100.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
Categorical Education Block Grant Transfers		8995	0.00	0.00	0.00	0.00		
Transfers of Restricted Balances		8997	0.00	0.00	0.00	0.00		
Categorical Flexibility Transfers per Budget Act Section 12.40		8998	0.00	0.00	0.00	0.00		
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00		
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			5,150,000.00	5,150,000.00	2,058,364.70	(1,150,000.00)	6,300,000.00	-122.3%

Description	ESTIMATED REVENUE LIMIT ADA Original Budget (A)	ESTIMATED REVENUE LIMIT ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED REVENUE LIMIT ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
<b>ELEMENTARY</b>						
1. General Education	33,068.78	33,400.15	33,438.42	33,438.42	38.27	0%
2. Special Education	743.21	754.00	705.51	705.51	(48.49)	-6%
<b>HIGH SCHOOL</b>						
3. General Education	15,009.19	14,975.02	15,056.62	15,056.62	81.60	1%
4. Special Education	439.44	470.74	441.96	441.96	(28.78)	-6%
<b>COUNTY SUPPLEMENT</b>						
5. County Community Schools	366.95	367.16	344.07	344.07	(23.09)	-6%
6. Special Education	89.21	89.26	88.66	88.66	(0.60)	-1%
7. TOTAL, K-12 ADA	49,716.78	50,056.33	50,075.24	50,075.24	18.91	0%
8. ADA for Necessary Small Schools also included in lines 1 - 4.	0.00	0.00	0.00	0.00	0.00	0%
9. Regional Occupational Centers/Programs (ROC/P)	777.21	777.21	777.21	777.21	0.00	0%
<b>CLASSES FOR ADULTS</b>						
10. Concurrently Enrolled Secondary Students	42.07	48.87	48.87	48.87	0.00	0%
11. Adults Enrolled, State Apportioned	646.30	670.72	693.22	693.22	22.50	3%
12. Independent Study - (Students 21 years or older and students 19 years or older and not continuously enrolled since their 18th birthday)	28.23	30.41	30.41	30.41	0.00	0%
13. TOTAL, CLASSES FOR ADULTS	716.60	750.00	772.50	772.50	22.50	3%
14. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
15. ADA TOTALS (Sum of lines 7, 9, 13, & 14)	51,210.59	51,583.54	51,624.95	51,624.95	41.41	0%
<b>SUPPLEMENTAL INSTRUCTIONAL HOURS</b>						
16. Elementary	310,000.00	310,000.00	310,000.00	310,000.00	0.00	0%
17. High School	210,000.00	210,000.00	210,000.00	210,000.00	0.00	0%
18. TOTAL, SUPPLEMENTAL HOURS	520,000.00	520,000.00	520,000.00	520,000.00	0.00	0%

Description	ESTIMATED REVENUE LIMIT ADA Original Budget (A)	ESTIMATED REVENUE LIMIT ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED REVENUE LIMIT ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
<b>COMMUNITY DAY SCHOOLS - Additional Funds</b>						
19. ELEMENTARY						
a. ADA for 5th & 6th Hours	0.00	0.00	0.00	0.00	0.00	0%
b. Pupils Hours for 7th & 8th Hours (report in hours)	0.00	0.00	0.00	0.00	0.00	0%
20. HIGH SCHOOL						
a. ADA for 5th & 6th Hours	13.96	16.31	16.76	16.76	0.45	3%
b. Pupils Hours for 7th & 8th Hours (report in hours)	0.00	0.00	0.00	0.00	0.00	0%
<b>CHARTER SCHOOLS</b>						
21. Charter ADA funded thru the Block Grant						
a. Charters Sponsored by Unified Districts - Resident (E.C. 47660) (applicable only for unified districts with Charter School General Purpose Block Grant Offset recorded on line 30 in Form RLI)	0.00	0.00	0.00	0.00	0.00	0%
b. All Other Block Grant Funded Charters	892.01	892.01	1,043.11	1,043.11	151.10	17%
22. Charter ADA funded thru the Revenue Limit	0.00	0.00	0.00	0.00	0.00	0%
23. TOTAL, CHARTER SCHOOLS ADA (sum lines 21a, 21b, and 22)	892.01	892.01	1,043.11	1,043.11	151.10	17%
24. SUPPLEMENTAL INSTRUCTIONAL HOURS	0.00	0.00	0.00	0.00	0.00	0%

Second Interim  
2008/09 INTERIM REPORT  
Cashflow Worksheet

30 66464 0000000  
Form CASH

ACTUALS THROUGH THE MONTH OF (Enter Month Name)	Object	July	August	September	October	November	December
<b>A. BEGINNING CASH</b>	9110	18,806,819.00	67,488,766.00	55,592,260.00	41,284,693.00	30,118,618.00	22,593,626.00
<b>B. RECEIPTS</b>							
Revenue Limit Sources							
Property Taxes	8020-8079	17,036,395.00	687,550.00	5,977,129.00	451,354.00	19,781,156.00	99,075,736.00
Principal Apportionment	8010-8019	412,216.00	5,648,710.00	6,177,946.00	2,047,354.00	3,361,465.00	4,410,358.00
Miscellaneous Funds	8080-8099	(307,051.00)	(524,975.00)	(291,482.00)	(272,739.00)	(260,369.00)	(262,527.00)
Federal Revenue	8100-8299	2,339.00	425,960.00	417,796.00	303,340.00	1,246,537.00	4,985,338.00
Other State Revenue	8300-8599	2,389,643.00	(1,343,363.00)	675,732.00	19,846,683.00	3,719,383.00	7,025,789.00
Other Local Revenue	8600-8799	599,772.00	519,812.00	1,657,845.00	624,909.00	313,066.00	536,594.00
Interfund Transfers In	8910-8929	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979	0.00	21,234.00	124,511.00	147,965.00	157,777.00	34,736.00
Other Receipts/Non-Revenue		35,238,241.00	(2,387,946.00)	(1,276,439.00)	(218,326.00)	(32,778.00)	33,510.00
<b>TOTAL RECEIPTS</b>		55,371,555.00	3,046,982.00	13,463,038.00	22,930,540.00	28,286,237.00	115,839,534.00
<b>C. DISBURSEMENTS</b>							
Certificated Salaries	1000-1999	1,954,415.00	2,190,793.00	19,901,461.00	20,172,570.00	20,499,232.00	32,838.00
Classified Salaries	2000-2999	50,589.00	2,885,405.00	3,316,740.00	4,592,545.00	5,155,882.00	5,360,097.00
Employee Benefits	3000-3999	258,742.00	750,878.00	4,250,836.00	6,812,957.00	6,861,376.00	4,764,851.00
Books, Supplies and Services	4000-5999	433,413.00	3,772,765.00	3,102,756.00	3,741,890.00	3,083,672.00	2,532,886.00
Capital Outlay	6000-6599	0.00	0.00	44,384.00	49,816.00	4,932.00	184,731.00
Other Outgo	7000-7499	2,256,235.00	225,070.00	421,381.00	1,559,875.00	715,154.00	671,520.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699	0.00	0.00	0.00	0.00	0.00	0.00
Other Disbursements/							
Non Expenditures		0.00	4,341,582.00	(25.00)	398.00	1,482.00	(1,882.00)
<b>TOTAL DISBURSEMENTS</b>		4,953,394.00	14,166,493.00	31,037,533.00	36,930,051.00	36,321,730.00	13,545,041.00
<b>D. PRIOR YEAR TRANSACTIONS</b>							
Accounts Receivable	9200	11,455,303.00	4,763,149.00	3,571,331.00	2,715,846.00	8,340.00	732,056.00
Accounts Payable	9500	13,191,517.00	5,540,144.00	304,403.00	(117,790.00)	(502,161.00)	1,283,745.00
<b>TOTAL PRIOR YEAR TRANSACTIONS</b>		(1,736,214.00)	(776,995.00)	3,266,928.00	2,833,436.00	510,501.00	(551,689.00)
<b>E. NET INCREASE/DECREASE (B - C + D)</b>		48,681,947.00	(11,896,506.00)	(14,307,567.00)	(11,166,075.00)	(7,524,992.00)	101,742,804.00
<b>F. ENDING CASH (A + E)</b>		67,488,766.00	55,592,260.00	41,284,693.00	30,118,618.00	22,593,626.00	124,336,430.00
<b>G. ENDING CASH, PLUS ACCRUALS</b>							



ACTUALS THROUGH THE MONTH OF (Enter Month Name)	Object	January	February	March	April	May	June	Accruals	TOTAL
<b>A. BEGINNING CASH</b>	9110	124,336,430.00	88,942,771.00	43,583,844.00	26,764,666.00	67,979,418.00	40,040,697.00		
<b>B. RECEIPTS</b>									
Revenue Limit Sources									
Property Taxes	8020-8079	11,076,625.00	100,603.00	16,090,470.00	80,621,697.00	8,205,452.00	2,625,074.00	0.00	261,729,241.00
Principal Apportionment	8010-8019	3,361,465.00	0.00	0.00	0.00	0.00	(1,048,892.00)	(1,294,602.00)	23,076,020.00
Miscellaneous Funds	8080-8099	(284,266.00)	(229,041.00)	(614,719.00)	(240,458.00)	(240,660.00)	(268,408.00)	(103,327.00)	(3,880,022.00)
Federal Revenue	8100-8299	312,302.00	961,654.00	757,519.00	749,045.00	3,861,912.00	1,132,068.00	5,047,779.00	20,203,589.00
Other State Revenue	8300-8599	5,397,591.00	6,032,794.00	4,020,823.00	7,502,513.00	3,032,095.00	1,110,955.00	14,590,451.00	74,001,089.00
Other Local Revenue	8600-8799	1,100,083.00	865,128.00	734,247.00	674,321.00	826,531.00	1,684,308.00	573,966.00	10,710,582.00
Interfund Transfers In	8910-8929	450,000.00	0.00	0.00	0.00	0.00	450,000.00	0.00	900,000.00
All Other Financing Sources	8930-8979	699,728.00	0.00	0.00	0.00	0.00	(1,185,951.00)	0.00	0.00
Other Receipts/Non-Revenue		816,182.00	430,464.00	432,744.00	434,112.00	6,433,656.00	5,970,000.00	588,063.00	46,461,483.00
<b>TOTAL RECEIPTS</b>		22,949,710.00	8,161,602.00	21,421,084.00	89,741,230.00	22,118,986.00	10,469,154.00	19,402,330.00	433,201,982.00
<b>C. DISBURSEMENTS</b>									
Certificated Salaries	1000-1999	40,379,824.00	20,384,161.00	19,950,794.00	19,939,363.00	19,980,753.00	24,520,165.00	793,400.00	210,699,769.00
Classified Salaries	2000-2999	5,125,700.00	4,981,803.00	5,904,311.00	5,393,655.00	5,544,194.00	3,789,917.00	6,846,589.00	58,947,427.00
Employee Benefits	3000-3999	9,029,873.00	7,201,367.00	7,296,740.00	7,289,887.00	7,378,297.00	8,131,635.00	3,197,729.00	73,225,168.00
Books, Supplies and Services	4000-5999	3,057,085.00	3,366,017.00	2,836,912.00	2,530,643.00	2,836,334.00	4,279,768.00	5,888,992.00	41,463,133.00
Capital Outlay	6000-6599	237,684.00	6,991.00	3,534.00	4,372.00	107,939.00	6,261.00	0.00	650,644.00
Other Outgo	7000-7499	586,131.00	572,880.00	2,202,971.00	607,609.00	1,025,055.00	(28,505.00)	678,705.00	11,493,881.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	0.00	362,918.00	1,700,481.00	0.00	2,063,399.00
All Other Financing Uses	7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Disbursements/									
Non Expenditures		0.00	17,200,000.00	0.00	12,900,000.00	12,900,000.00	(1,750,000.00)	0.00	45,591,555.00
<b>TOTAL DISBURSEMENTS</b>		58,416,297.00	53,713,019.00	38,195,262.00	48,685,529.00	50,135,490.00	40,649,722.00	17,405,415.00	444,134,976.00
<b>D. PRIOR YEAR TRANSACTIONS</b>									
Accounts Receivable	9200	115,686.00	200,000.00	0.00	184,051.00	102,783.00	0.00	3,627,794.00	27,456,139.00
Accounts Payable	9500	42,758.00	27,510.00	25,000.00	25,000.00	25,000.00	0.00	40,862.00	19,885,988.00
<b>TOTAL PRIOR YEAR TRANSACTIONS</b>		72,928.00	172,490.00	(25,000.00)	139,051.00	77,783.00	0.00	3,586,932.00	7,570,151.00
<b>E. NET INCREASE/DECREASE (B - C + D)</b>		(35,393,659.00)	(45,378,927.00)	(16,799,178.00)	41,214,752.00	(27,938,721.00)	(30,180,568.00)	5,583,847.00	(3,362,843.00)
<b>F. ENDING CASH (A + E)</b>		88,942,771.00	43,563,844.00	26,764,666.00	67,979,418.00	40,040,697.00	9,860,129.00		15,443,976.00
<b>G. ENDING CASH, PLUS ACCRUALS</b>									

# **2008/2009 Second Interim General Fund Revenue and Expenditure Changes**

	1st Interim	2nd Interim	Change
<b><u>Revenue</u></b>			
Revenue Limit Sources	\$291,341,551	\$282,055,633	(\$9,285,918)
Federal Revenue	\$21,173,742	\$20,234,513	(\$939,229)
State Revenue	\$77,644,406	\$73,746,772	(\$3,897,634)
Local Revenue	\$9,533,972	\$9,052,815	(\$481,157)
<b>Total Revenue</b>	<b>\$399,693,671</b>	<b>\$385,089,733</b>	<b>(\$14,603,938)</b>
<b><u>Expenditures</u></b>			
Certificated Salaries	\$211,097,761	\$210,670,031	(\$427,730)
Classified Salaries	\$59,506,204	\$58,882,675	(\$623,529)
Benefits	\$75,198,130	\$73,251,803	(\$1,946,327)
Books and Supplies	\$17,773,885	\$14,523,406	(\$3,250,479)
Services & Operating Expenses	\$28,716,596	\$27,906,207	(\$810,389)
Capital Outlay	\$60,000	\$69,316	\$9,316
Other Outgo	\$12,724,146	\$11,143,332	(\$1,580,814)
Trnsfrs of Indirect/Direct Support	(\$743,035)	(\$738,035)	\$5,000
<b>Total Expenditures</b>	<b>\$404,333,687</b>	<b>\$395,708,735</b>	<b>(\$8,624,952)</b>
<b><u>Other Sources and Uses</u></b>			
Other Funding Sources	\$7,200,000	\$900,000	(\$6,300,000)
Interfund Transfers Out	\$2,050,000	\$2,050,000	\$0
<b>Total Sources and Uses</b>	<b>\$5,150,000</b>	<b>(\$1,150,000)</b>	<b>(\$6,300,000)</b>
<b><u>Net Incr (Decr) in Fund Balance</u></b>	<b>\$509,984</b>	<b>(\$11,769,002)</b>	<b>(\$12,278,986)</b>

## 2008/2009 Second Interim General Fund Revenue and Expenditure Changes

	1st Interim	2nd Interim	Change
<b>Beginning Fund Balance</b>	\$21,844,245	\$21,844,245	\$0
Increase/(Decrease) in Fund Balance	\$509,984	(\$11,769,002)	(\$12,278,986)
<b>Ending Fund Balance</b>	<b>\$22,354,229</b>	<b>\$10,075,243</b>	<b>(\$12,278,986)</b>
<b><u>Components of Ending Fund Balance</u></b>			
Reserve for:			
Revolving Cash	\$175,000	\$175,000	\$0
Stores	\$150,000	\$150,000	\$0
Prepaid Expenditures	\$0	\$0	\$0
Legally Restricted Balances	\$10,430,402	\$948,584	(\$9,481,818)
<b>Total</b>	<b>\$10,755,402</b>	<b>\$1,273,584</b>	<b>(\$9,481,818)</b>
Designated Amounts:			
Designated for Economic Uncertainties	\$10,898,827	\$8,101,659	(\$2,797,168)
Other Designations			
Locally Designated Programs	\$700,000	\$700,000	\$0
<b>Total</b>	<b>\$11,598,827</b>	<b>\$8,801,659</b>	<b>(\$2,797,168)</b>
<b><u>Total Fund Balance</u></b>	<b>\$22,354,229</b>	<b>\$10,075,243</b>	<b>(\$12,278,986)</b>
Reserve for Economic Uncertainties %	2.68%	2.04%	
Over / (Short)	\$2,771,153	\$146,484	

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: \_\_\_\_\_  
District Superintendent or Designee

Date: \_\_\_\_\_

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: March 09, 2009

Signed: \_\_\_\_\_  
President of the Governing Board

#### CERTIFICATION OF FINANCIAL CONDITION

X  POSITIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

\_\_\_\_\_ QUALIFIED CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

\_\_\_\_\_ NEGATIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Ron Lebs

Telephone: (949) 234 9211

Title: Deputy Superintendent, Business

E-mail: rlrebs@capousd.org

### Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.		X
4	Revenue Limit	Projected revenue limit for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.		X
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (e.g., federal, other state) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.		X
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.		X
7a	Deferred Maintenance	If applicable, changes occurring since first interim meet the required deferred maintenance facilities funding.	X	
7b	Ongoing and Major Maintenance Account	If applicable, changes occurring since first interim meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.	X	
9a	Ending Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., designated for economic uncertainties, undesignated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since first interim that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time resources that have changed since first interim by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel tax, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since first interim by more than the standard for any of the current or two subsequent fiscal years?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2007-08) annual payment?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since first interim in OPEB liabilities?	X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?		X
		• If yes, have there been changes since first interim in self-insurance liabilities?	X	
S8	Status of Labor Agreements	As of second interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
S8	Labor Agreement Budget Revisions	Management/supervisor/confidential? (Section S8C, Line 1b)		X
		For negotiations settled since first interim, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
S8		• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	X	
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?		X

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the interim certification.

## CRITERIA AND STANDARDS

### 1. CRITERION: Average Daily Attendance

**STANDARD:** Funded average daily attendance (ADA) for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's ADA Standard Percentage Range: -2.0% to +2.0%

#### 1A. Calculating the District's ADA Variances

**DATA ENTRY:** First Interim data that exist will be extracted; otherwise enter data into the first column for all fiscal years. Second Interim Projected Year Totals data for Current Year are extracted. If Second Interim Form MYPI exists, Projected Year Totals data will be extracted for the two subsequent years; if not, enter data into the second column.

Fiscal Year	Revenue Limit (Funded) ADA		Percent Change	Status
	First Interim	Second Interim		
	Projected Year Totals (Form 01CSI, Item 1A)	Projected Year Totals (Form RL, Line 5b) (Form MYPI, Unrestricted, A1b)		
Current Year (2008-09)	50,056.33	50,075.24	0.0%	Met
1st Subsequent Year (2009-10)	50,056.33	50,075.24	0.0%	Met
2nd Subsequent Year (2010-11)	50,056.33	50,075.24	0.0%	Met

#### 1B. Comparison of District ADA to the Standard

**DATA ENTRY:** Enter an explanation if the standard is not met.

- 1a. **STANDARD MET** - Funded ADA has not changed since first interim projections by more than two percent in any of the current year or two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

Historically, Capistrano Unified uses 2nd Month Enrollment to project P-2 Revenue Limit ADA funding. Our projections exclude charter schools and include Fallbrook students funded separately on the RL and OCDE as a pass-thru. The C & S does not extract the data correctly for Fallbrook and charter schools resulting in a variance of +/- 1,000. Funding projections. The C & S extracts from the MYP which pulls from the form RL. This includes OCDE and excludes Fallbrook (funded separately) and Charter Schools.

## 2. CRITERION: Enrollment

**STANDARD:** Projected enrollment for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's Enrollment Standard Percentage Range: -2.0% to +2.0%

### 2A. Calculating the District's Enrollment Variances

**DATA ENTRY:** First Interim data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years.

Fiscal Year	Enrollment		Percent Change	Status
	First Interim (Form 01CSI, Item 2A)	Second Interim CBEDS/Projected		
Current Year (2008-09)	52,170	52,170	0.0%	Met
1st Subsequent Year (2009-10)	52,175	52,175	0.0%	Met
2nd Subsequent Year (2010-11)	52,175	52,175	0.0%	Met

### 2B. Comparison of District Enrollment to the Standard

**DATA ENTRY:** Enter an explanation if the standard is not met.

- 1a. **STANDARD MET** - Enrollment projections have not changed since first interim projections by more than two percent for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

Historically, Capistrano Unified uses 2nd month enrollment to project P-2 Revenue Limit ADA funding. Our projections exclude charter schools and include Fallbrook students funded separately on the RL and OCDE as a pass-thru. The C & S does not extract the data correctly for Fallbrook and charter schools resulting in a variance of +/- 1,000. The C & S extracts PY from CBEDS including our charter schools and Fallbrook. Projected RL funding includes OCDE and excludes charter schools as shown in 1A/B/C.



### 3. CRITERION: ADA to Enrollment

**STANDARD:** Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the current fiscal year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

#### 3A. Calculating the District's ADA to Enrollment Standard

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. First Interim data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years.

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines 3, 6, and 25)	Enrollment CBEDS Actual (Form 01CSI, Item 3A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2005-06)	48,501	51,245	94.6%
Second Prior Year (2006-07)	48,713	51,512	94.6%
First Prior Year (2007-08)	49,136	51,827	94.8%
Historical Average Ratio:			94.7%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			95.2%

#### 3B. Calculating the District's Projected Ratio of ADA to Enrollment

DATA ENTRY: If Form MYPI exists, Estimated P-2 ADA data for the two subsequent years will be extracted; if not, enter Estimated P-2 ADA data in the first column. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form AI, Lines 1-4 and 22) (Form MYPI, Line F2)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2008-09)	49,643	52,170	95.2%	Met
1st Subsequent Year (2009-10)	50,231	52,175	96.3%	Not Met
2nd Subsequent Year (2010-11)	50,231	52,175	96.3%	Not Met

#### 3C. Comparison of District ADA to Enrollment Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Projected P-2 ADA to enrollment ratio exceeds the standard in any of the current year or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

**Explanation:**  
(required if NOT met)

Historically, Capistrano Unified uses 2nd month enrollment to project P-2 Revenue Limit ADA funding. Our projections exclude charter schools and include Fallbrook students funded separately on the RL and OCDE as a pass-thru. The C & S does not extract the data correctly for Fallbrook and charter schools resulting in a variance of +/- 1,000. The C & S extracts PY from CBEDS (includes charter schools) and CY from MYP (includes OCDE/excludes charters) as shown in 2A/B. Then compares prior period ADA PY using form A and MYP (CUSD elementary and secondary excluding OCDE and charters).

#### 4. CRITERION: Revenue Limit

**STANDARD:** Projected revenue limit for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's Revenue Limit Standard Percentage Range:

##### 4A. Calculating the District's Projected Change in Revenue Limit

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. In the Second Interim column, Current Year data are extracted; enter data for the two subsequent years.

Fiscal Year	Revenue Limit (Fund 01, Objects 8011, 8020-8089)		Percent Change	Status
	First Interim (Form 01CSI, Item 4A)	Second Interim Projected Year Totals		
Current Year (2008-09)	294,206,031.00	285,953,459.00	-2.8%	Not Met
1st Subsequent Year (2009-10)	302,330,842.00	272,500,790.00	-9.9%	Not Met
2nd Subsequent Year (2010-11)	310,435,903.00	273,842,446.00	-11.8%	Not Met

##### 4B. Comparison of District Revenue Limit to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Projected revenue limit has changed since first interim projections by more than two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting revenue limit.

**Explanation:**  
(required if NOT met)

These projections are based on the Governor's proposed mid year cuts and 09/10 reductions to revenue limits. In 09/10 the recommended planning COLA is now 5.02% with a deficit of 13.094% and 0.7% COLA in 10/11 with a deficit of 13.094%. This is a larger deficit than proposed in the original budget - 5.6% COLA for 09/10 and 3.5% COLA for 10/11 with a 9.766% deficit for both years.

## 5. CRITERION: Salaries and Benefits

**STANDARD:** Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

### 5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2005-06)	224,383,825.07	245,220,199.46	91.5%
Second Prior Year (2006-07)	240,096,520.08	263,151,541.87	91.2%
First Prior Year (2007-08)	250,687,952.02	272,710,801.36	91.9%
	Historical Average Ratio:		91.5%

	Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	2.0%	2.0%	2.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	88.5% to 94.5%	88.5% to 94.5%	88.5% to 94.5%

### 5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2008-09)	255,975,355.00	275,096,272.00	93.0%	Met
1st Subsequent Year (2009-10)	264,382,235.00	260,386,390.00	101.5%	Not Met
2nd Subsequent Year (2010-11)	271,871,636.00	261,512,766.00	104.0%	Not Met

### 5C. Comparison of District Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Projected ratio of unrestricted salary and benefit costs to total unrestricted expenditures has changed by more than the standard in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting salaries and benefits.

**Explanation:**  
(required if NOT met)

This is because of the proposed cuts to revenue limits cuts and categoricals that will be made for 08-09, 09-10 and 10-11. At the moment these have not yet been identified. Also, there will likely be some categorical flexibility that Capistrano will utilize but this also has not yet been identified.

**6. CRITERION: Other Revenues and Expenditures**

**STANDARD:** Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since first interim projections.

Changes that exceed five percent in any major object category must be explained.

District's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
District's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

**6A. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range**

**DATA ENTRY:** First Interim data that exist will be extracted; otherwise, enter data into the first column. Second Interim data for the Current Year are extracted. If Second Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 6A)	Second Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2008-09)	21,173,742.00	20,234,513.00	-4.4%	No
1st Subsequent Year (2009-10)	21,783,778.00	20,809,140.00	-4.5%	No
2nd Subsequent Year (2010-11)	22,412,117.00	21,401,006.00	-4.5%	No

**Explanation:**  
(required if Yes)

--

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2008-09)	77,644,406.00	73,746,772.00	-5.0%	No
1st Subsequent Year (2009-10)	77,910,448.00	72,211,290.00	-7.3%	Yes
2nd Subsequent Year (2010-11)	80,109,134.00	72,547,204.00	-9.4%	Yes

**Explanation:**  
(required if Yes)

The state budget reduced categoricals by 15% in 08-09 and a further 4.9% in 09-10.

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2008-09)	9,533,971.00	9,052,815.00	-5.0%	No
1st Subsequent Year (2009-10)	8,263,091.00	7,994,315.00	-3.3%	No
2nd Subsequent Year (2010-11)	8,213,091.00	8,998,954.00	9.6%	Yes

**Explanation:**  
(required if Yes)

This reflects an anticipated increase in interest rates by 2010-11 of at least 1%.

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2008-09)	17,773,884.60	14,523,406.00	-18.3%	Yes
1st Subsequent Year (2009-10)	18,215,948.00	14,941,268.00	-18.0%	Yes
2nd Subsequent Year (2010-11)	18,389,958.00	15,115,945.00	-17.8%	Yes

**Explanation:**  
(required if Yes)

The anticipated expenditures for Books and Supplies is reduced in the current year due to a spending freeze necessary to maintain our minimum reserve after funding cuts. In the out years Capistrano plans to keep a reduced level of spending for Books and Supplies to deal with the state cuts.

<b>Services and Other Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2008-09)	28,716,596.00	27,906,207.00	-2.8%	No
1st Subsequent Year (2009-10)	29,786,107.00	28,465,908.00	-4.4%	No
2nd Subsequent Year (2010-11)	30,648,060.00	29,355,105.00	-4.2%	No

**Explanation:**  
(required if Yes)

--

# **6B. Calculating the District's Change in Total Operating Revenues and Expenditures**

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2008-09)	108,352,119.00	103,034,100.00	-4.9%	Met
1st Subsequent Year (2009-10)	107,957,317.00	101,014,745.00	-6.4%	Not Met
2nd Subsequent Year (2010-11)	110,734,342.00	102,947,164.00	-7.0%	Not Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2008-09)	46,490,480.60	42,429,613.00	-8.7%	Not Met
1st Subsequent Year (2009-10)	48,002,055.00	43,407,176.00	-9.6%	Not Met
2nd Subsequent Year (2010-11)	49,038,018.00	44,471,050.00	-9.3%	Not Met

# **6C. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range**

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is Not Met; no entry is allowed below.

- 1a. STANDARD NOT MET - One or more projected operating revenue have changed since first interim by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:

Federal Revenue  
(linked from 6A  
if NOT met)

Explanation:

Other State Revenue  
(linked from 6A  
if NOT met)

Explanation:

Other Local Revenue  
(linked from 6A  
if NOT met)

The state budget reduced categoricals by 15% in 08-09 and a further 4.9% in 09-10.

This reflects an anticipated increase in interest rates by 2010-11 of at least 1%.

- 1b. STANDARD NOT MET - One or more total operating expenditures have changed since first interim by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:

Books and Supplies  
(linked from 6A  
if NOT met)

Explanation:

Services and Other Exps  
(linked from 6A  
if NOT met)

The anticipated expenditures for Books and Supplies is reduced in the current year due to a spending freeze necessary to maintain our minimum reserve after funding cuts. In the out years Capistrano plans to keep a reduced level of spending for Books and Supplies to deal with the state cuts.

## 7. CRITERION: Facilities Maintenance

**STANDARD:** Identify changes that have occurred since first interim projections in the projected contributions for facilities maintenance funding as required pursuant to Education Code sections 17584 (Deferred Maintenance) and 17070.75 (Ongoing and Major Maintenance Account).

### 7A. Determining the District's Compliance with the Contribution Requirement for EC Section 17584 - Deferred Maintenance

**DATA ENTRY:** Required amounts are extracted in Line 1 but may be overwritten in the second column with the current year amount. Budgeted data that exist for First Interim will be extracted for Line 2; otherwise, enter Budgeted data into the first column. Enter Budgeted data for Line 2 into the second column.

Deferred Maintenance Contribution	First Interim (Form 01CSI, Item 7A)	Second Interim Projected Year Totals
1. Required <sup>1</sup>	2,156,667	2,156,667
2. Budgeted (Contributed) <sup>2</sup>	2,200,000	2,200,000
	Status:	Met

<sup>1</sup> Represents the district's prior year deferred maintenance "maximum match" amount released by the California Department of Education. At interim period, the required amount may be overwritten if a current year figure is known.

<sup>2</sup> Include amounts budgeted per EC Section 17584(b) and unmatched carryover per California Code of Regulations, Title 2, Section 1866.4.4.

If status is not met, enter an X in the box that best describes why the required contribution was not made:

<input type="checkbox"/>	Not applicable (district does not participate in the deferred maintenance program)
<input type="checkbox"/>	Other (explanation must be provided)

**Explanation:**  
(required if NOT met  
and Other is marked)

### 7B. Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

**DATA ENTRY:** Budget Adoption data that exist will be extracted; otherwise, enter Budget Adoption data into lines 1 and 2. All other data are extracted.

	Budget Adoption 3% Required Minimum Contribution (Form 01CSI, Item 7B1)	Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	11,996,137.53	12,955,979.00	Met
2. Budget Adoption Contribution (information only) (Form 01CSI, First Interim, Criterion 7B, Line 2)		12,862,561.00	

If status is not met, enter an X in the box that best describes why the minimum required contribution was not made:

<input type="checkbox"/>	Not applicable (district does not participate in the Leroy F. Green School Facilities Act of 1998)
<input type="checkbox"/>	Exempt (due to district's small size [EC Section 17070.75 (b)(2)(D)])
<input type="checkbox"/>	Other (explanation must be provided)

**Explanation:**  
(required if NOT met  
and Other is marked)

## 8. CRITERION: Deficit Spending

**STANDARD:** Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>Available reserves are the unrestricted reserves in the Designated for Economic Uncertainties and the Undesignated/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup>A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

### 8A. Calculating the District's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
District's Available Reserves Percentage (Criterion 10C, Line 7)	2.0%	2.1%	2.0%
District's Deficit Spending Standard Percentage Levels (one-third of available reserves percentage):	0.7%	0.7%	0.7%

### 8B. Calculating the District's Deficit Spending Percentages

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals			Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	
Current Year (2008-09)	(1,853,425.00)	275,096,272.00	0.7%	Met
1st Subsequent Year (2009-10)	33,106.00	260,386,390.00	N/A	Met
2nd Subsequent Year (2010-11)	(422,974.00)	261,512,766.00	0.2%	Met

### 8C. Comparison of District Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Unrestricted deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

Explanation:  
(required if NOT met)

## 9. CRITERION: Fund and Cash Balances

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

### 9A-1. Determining if the District's General Fund Ending Balance is Positive

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals		Status
	(Form 01I, Line F2 )	(Form MYPI, Line D2)	
Current Year (2008-09)		10,075,243.00	Met
1st Subsequent Year (2009-10)		9,748,818.45	Met
2nd Subsequent Year (2010-11)		9,552,046.45	Met

### 9A-2. Comparison of the District's Ending Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

### 9B-1. Determining if the District's Ending Cash Balance is Positive

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund		Status
	(Form CASH, Line F, June Column)		
Current Year (2008-09)		9,860,129.00	Met

### 9B-2. Comparison of the District's Ending Cash Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:  
(required if NOT met)



# 10. CRITERION: Reserves

STANDARD: Available reserves<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

Percentage Level	District ADA	
5% or \$55,000 (greater of)	0	to 300
4% or \$55,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

<sup>1</sup> Available reserves are the unrestricted reserves in the Designated for Economic Uncertainties and the Undesignated/Unappropriated accounts in the General Fund and Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

<sup>3</sup> A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
District Estimated P-2 ADA (Criterion 3, Item 3B)	49,643	50,231	50,231
District's Reserve Standard Percentage Level:	2%	2%	2%

## 10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)

DATA ENTRY: For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

- Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?
- If you are the SELPA AU and are excluding special education pass-through funds:
  - Enter the name(s) of the SELPA(s):

No

- Special Education Pass-through Funds  
(Fund 01, resources 3300-3499 and 6500-6540,  
objects 7211-7213 and 7221-7223)

Current Year Projected Year Totals (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)

## 10B. Calculating the District's Reserve Standard

DATA ENTRY: If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
1. Total Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	397,758,735.00	381,438,904.00	385,236,150.00
2. Less: Special Education Pass-through (Line A2b, if Line A1 is Yes)			
3. Net Expenditures and Other Financing Uses (Line B1 minus Line B2)	397,758,735.00	381,438,904.00	385,236,150.00
4. Reserve Standard Percentage Level	2%	2%	2%
5. Reserve Standard - by Percent (Line B3 times Line B4)	7,955,174.70	7,628,778.08	7,704,723.00
6. Reserve Standard - by Amount (\$55,000 for districts with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	7,955,174.70	7,628,778.08	7,704,723.00

### 10C. Calculating the District's Available Reserve Amount

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years. If Fund 17 does not exist, enter data for the current and two subsequent years, as appropriate.

Designated Reserve Amounts (Unrestricted resources 0000-1999 except Line 3)	Current Year	1st Subsequent Year	2nd Subsequent Year
	Projected Year Totals (2008-09)	(2009-10)	(2010-11)
1. General Fund - Designated for Economic Uncertainties (Fund 01, Object 9770) (Form MYPI, Line E1a)	8,101,659.00	8,134,765.45	7,711,791.45
2. General Fund - Undesignated Amount (Fund 01, Object 9790) (Form MYPI, Line E1b)	0.00	0.00	0.00
3. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1c)	0.00	0.00	0.00
4. Special Reserve Fund - Designated for Economic Uncertainties (Fund 17, Object 9770) (Form MYPI, Line E2a)	0.00	0.00	0.00
5. Special Reserve Fund - Undesignated Amount (Fund 17, Object 9790) (Form MYPI, Line E2b)	0.00	0.00	0.00
6. District's Available Reserves Amount (Sum lines 1 thru 5)	8,101,659.00	8,134,765.45	7,711,791.45
7. District's Available Reserves Percentage (Line 6 divided by Section 10B, Line 3)	2.0%	2.1%	2.0%
<b>District's Reserve Standard (Section 10B, Line 7):</b>	<b>7,955,174.70</b>	<b>7,628,778.08</b>	<b>7,704,723.00</b>
Status:	Met	Met	Met

### 10D. Comparison of District Reserves to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

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**SUPPLEMENTAL INFORMATION**

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DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

**S1. Contingent Liabilities**

- 1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since first interim projections that may impact the budget?

No

- 1b. If Yes, identify the liabilities and how they may impact the budget:

**S2. Use of One-time Revenues for Ongoing Expenditures**

- 1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since first interim projections by more than five percent?

No

- 1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

**S3. Temporary Interfund Borrowings**

- 1a. Does your district have projected temporary borrowings between funds?  
(Refer to Education Code Section 42603)

No

- 1b. If Yes, identify the interfund borrowings:

**S4. Contingent Revenues**

- 1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

- 1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

## S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if transfers have changed by more than \$20,000 and more than five percent since first interim projections.

Identify capital project cost overruns that have occurred since first interim projections that may impact the general fund budget.

District's Contributions and Transfers Standard: -5.0% to +5.0%  
or -\$20,000 to +\$20,000

### S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. Enter data into the second column, except for Current Year Contributions, which are extracted.

Description / Fiscal Year	First Interim (Form 01CSI, Item S5A)	Second Interim Projected Year Totals	Percent Change	Amount of Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>					
Current Year (2008-09)	(44,915,941.00)	(43,566,650.00)	-3.0%	(1,349,291.00)	Met
1st Subsequent Year (2009-10)	(46,531,628.00)	(44,865,558.00)	-3.6%	(1,666,070.00)	Met
2nd Subsequent Year (2010-11)	(47,944,403.00)	(47,313,246.00)	-1.3%	(631,157.00)	Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2008-09)	3,400,000.00	900,000.00	-73.5%	(2,500,000.00)	Not Met
1st Subsequent Year (2009-10)	0.00	500,000.00	New	500,000.00	Not Met
2nd Subsequent Year (2010-11)	0.00	500,000.00	New	500,000.00	Not Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2008-09)	2,050,000.00	2,050,000.00	0.0%	0.00	Met
1st Subsequent Year (2009-10)	2,150,000.00	0.00	-100.0%	(2,150,000.00)	Not Met
2nd Subsequent Year (2010-11)	2,150,000.00	0.00	-100.0%	(2,150,000.00)	Not Met

#### 1d. Capital Project Cost Overruns

Have capital project cost overruns occurred since first interim projections that may impact the general fund operational budget?

No

\* Include transfers used to cover operating deficits in either the general fund or any other fund.

### S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for Item 1d.

1a. MET - Projected contributions have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

1b. NOT MET - The projected transfers in to the general fund have changed since first interim projections by more than the standard for any of the current year or subsequent two fiscal years. Identify the amounts transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:  
(required if NOT met)

At first interim a budget cut plan was adopted that included the transfers of lease revenue from the special reserve fund to the general fund. In addition a budget cuts were made for the 08-09 fiscal year that included the reduction of workers comp payments to the insurance funds. Originally this was shown as a transfer in to fund 01 from the insurance funds, however this has been modified to show lower workers compensation payments from fund 01

- 1c. NOT MET - The projected transfers out of the general fund have changed since first interim projections by more than the standard for any of the current year or subsequent two fiscal years. Identify the amounts transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

**Explanation:**  
(required if NOT met)

Per the Governor's flexibility proposals for the 09/10 budget and mid-year cuts Capistrano is electing not to make a contribution to deferred maintenance for the out years.

- 1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

**Project Information:**  
(required if YES)


## S6. Long-term Commitments

Identify all existing and new multiyear commitments<sup>1</sup> and their annual required payment for the current fiscal year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

### S6A. Identification of the District's Long-term Commitments

DATA ENTRY: If First Interim data exist (Form 01CSI, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no First Interim data exist, click the appropriate buttons for Items 1a and 1b, and enter all other data, as applicable.

1. a. Does your district have long-term (multiyear) commitments?  
(If No, skip items 1b and 2 and sections S6B and S6C)
- b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since first interim projections?
2. If Yes to Item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2008
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases		Funds 01, 12 & 25	702,901	733,462
Certificates of Participation		Redevelopment Funds, CFD's	2,014,534	26,770,000
General Obligation Bonds		Tax Collection	4,513,239	56,004,930
Supp Early Retirement Program			2,230,039	2,809,892
State School Building Loans				
Compensated Absences			\$274,234	3,600,000

Other Long-term Commitments (do not include OPEB):

CA Energy Commission		General Fund	124,318	328,426
General Obligation Bond				

Type of Commitment (continued)	Prior Year (2007-08) Annual Payment (P & I)	Current Year (2008-09) Annual Payment (P & I)	1st Subsequent Year (2009-10) Annual Payment (P & I)	2nd Subsequent Year (2010-11) Annual Payment (P & I)
Capital Leases	1,377,948	702,901	292,530	189,196
Certificates of Participation	2,016,190	2,014,534	2,015,478	2,136,615
General Obligation Bonds	4,419,264	4,513,239	4,612,564	4,712,974
Supp Early Retirement Program	2,279,306	2,230,039	396,734	220,871
State School Building Loans				
Compensated Absences	0	0	0	0

Other Long-term Commitments (continued):

CA Energy Commission	138,109	124,318	110,527	110,527
General Obligation Bond				
Total Annual Payments:	10,230,817	9,585,031	7,427,833	7,370,183
Has total annual payment increased over prior year (2007-08)?	No	No	No	No

---

**S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment**

---

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

**Explanation:**  
(Required if Yes  
to increase in total  
annual payments)

--

---

**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

---

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No
----

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

**Explanation:**  
(Required if Yes)

--

## S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since first interim projections, and indicate whether the changes are the result of a new actuarial valuation.

### S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7A) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4, as applicable.

1. a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

Yes

- b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities? (If Yes, complete items 2 and 4)

No

- c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions? (If Yes, complete items 3 and 4)

No

2. OPEB Liabilities

- a. OPEB actuarial accrued liability (AAL)  
b. OPEB unfunded actuarial accrued liability (UAAL)

First Interim (Form 01CSI, Item S7A)	Second Interim
29,307,668.00	29,307,668.00
29,307,668.00	29,307,668.00

- c. Are AAL and UAAL based on the district's estimate or an actuarial valuation?

Actuarial	Actuarial
Aug 02, 2006	Aug 02, 2006

- d. If based on an actuarial valuation, indicate the date of the OPEB valuation.

3. OPEB Contributions

- a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method (may leave blank if valuation is not yet required)

Current Year (2008-09)  
1st Subsequent Year (2009-10)  
2nd Subsequent Year (2010-11)

First Interim (Form 01CSI, Item S7A)	Second Interim
3,918,933.00	3,918,933.00
4,287,845.00	4,287,845.00
4,697,003.00	4,697,003.00

- b. OPEB amount contributed (includes premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)

Current Year (2008-09)  
1st Subsequent Year (2009-10)  
2nd Subsequent Year (2010-11)

1,522,648.40	1,572,654.00
1,600,000.00	1,600,000.00
1,800,000.00	1,800,000.00

- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)

Current Year (2008-09)  
1st Subsequent Year (2009-10)  
2nd Subsequent Year (2010-11)

1,512,954.00	1,450,000.00
1,881,866.00	1,881,866.00
2,291,024.00	2,291,024.00

- d. Number of retirees receiving OPEB benefits

Current Year (2008-09)  
1st Subsequent Year (2009-10)  
2nd Subsequent Year (2010-11)

339	339
350	350
360	360

4. Comments:

ASCIP is currently performing an updated study. Employees are 50% vested at 10 years of service plus 5% per year of service to 100% at 20 years. The minimum age is 53 and benefits cease at 65.



### S7B. Identification of the District's Unfunded Liability for Self-Insurance Programs

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7B) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4, as applicable.

1. a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)

Yes

- b. If Yes to item 1a, have there been changes since first interim in self-insurance liabilities? (If Yes, complete items 2 and 4)

No

- c. If Yes to item 1a, have there been changes since first interim in self-insurance contributions? (If Yes, complete items 3 and 4)

No

2. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs  
b. Unfunded liability for self-insurance programs

First Interim (Form 01CSI, Item S7B)	Second Interim
3,816,829.00	3,816,829.00
0.00	0.00

3. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs  
Current Year (2008-09)  
1st Subsequent Year (2009-10)  
2nd Subsequent Year (2010-11)

First Interim (Form 01CSI, Item S7B)	Second Interim
4,295,000.00	4,295,000.00
4,650,000.00	4,650,000.00
4,900,000.00	4,900,000.00

- b. Amount contributed (funded) for self-insurance programs  
Current Year (2008-09)  
1st Subsequent Year (2009-10)  
2nd Subsequent Year (2010-11)

4,295,000.00	4,295,000.00
4,650,000.00	4,650,000.00
4,900,000.00	4,900,000.00

4. Comments:

## S8. Status of Labor Agreements

Analyze the status of employee labor agreements. Identify new labor agreements that have been ratified since first interim projections, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

### S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." If Yes, nothing further is needed for section S8A. If No, enter data, as applicable, in the remainder of section S8A; there are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of first interim projections?

No

If Yes, skip to section S8B.

If No, continue with section S8A.

#### Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2007-08)	Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Number of certificated (non-management) full-time-equivalent (FTE) positions	2,391.7	2,397.5	2,400.0	2,400.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 6 and 7.

#### Negotiations Settled Since First Interim Projections

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

n/a

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year  
(2008-09)

1st Subsequent Year  
(2009-10)

2nd Subsequent Year  
(2010-11)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

#### One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

#### Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

**Negotiations Not Settled**

6. Cost of a one percent increase in salary and statutory benefits

2,085,712

7. Amount included for any tentative salary increases

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
0	0	0

**Certificated (Non-management) Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
25,433,000	27,976,000	30,774,000
91%	91%	91%
8.5%	10.0%	10.0%

**Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections**

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs  
If Yes, explain the nature of the new costs:

No		
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**Certificated (Non-management) Step and Column Adjustments**

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
3,186,842	3,312,500	3,437,500
1.5%	1.5%	1.5%

**Certificated (Non-management) Attrition (layoffs and retirements)**

- Are savings from attrition included in the budget and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
Yes	Yes	Yes

**Certificated (Non-management) - Other**

List other significant contract changes that have occurred since first interim projections and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

**S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." If Yes, nothing further is needed for section S8B. If No, enter data, as applicable, in the remainder of section S8B; there are no extractions in this section.

**Status of Classified Labor Agreements as of the Previous Reporting Period**

Were all classified labor negotiations settled as of first interim projections?

If Yes, skip to section S8C.

If No, continue with section S8B.

No

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2007-08)	Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Number of classified (non-management) FTE positions	1,564.6	1,433.2	1,433.2	1,433.2

1a. Have any salary and benefit negotiations been settled since first interim projections?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 6 and 7.

**Negotiations Settled Since First Interim Projections**

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

n/a

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year  
(2008-09)

1st Subsequent Year  
(2009-10)

2nd Subsequent Year  
(2010-11)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

**One Year Agreement**

Total cost of salary settlement

% change in salary schedule from prior year  
or

**Multiyear Agreement**

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

**Negotiations Not Settled**

6. Cost of a one percent increase in salary and statutory benefits

659,551

7. Amount included for any tentative salary increases

Current Year  
(2008-09)

1st Subsequent Year  
(2009-10)

2nd Subsequent Year  
(2010-11)

0

0

0

**Classified (Non-management) Health and Welfare (H&W) Benefits**

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
11,752,000	12,927,000	14,220,000
91%	91%	91%
8.5%	10.0%	10.0%

**Classified (Non-management) Prior Year Settlements Negotiated Since First Interim**

Are any new costs negotiated since first interim for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs  
If Yes, explain the nature of the new costs:

No		
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**Classified (Non-management) Step and Column Adjustments**

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
1,327,881	1,375,000	1,450,000
2.0%	2.0%	2.0%

**Classified (Non-management) Attrition (layoffs and retirements)**

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
Yes	Yes	Yes

**Classified (Non-management) - Other**

List other significant contract changes that have occurred since first interim and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):


**S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." If Yes or n/a, nothing further is needed for section S8C. If No, enter data, as applicable, in the remainder of section S8C; there are no extractions in this section.

**Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period**

Were all managerial/confidential labor negotiations settled as of first interim projections?

No

If Yes or n/a, skip to S9.

If No, continue with section S8C.

**Management/Supervisor/Confidential Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2007-08)	Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Number of management, supervisor, and confidential FTE positions	221.0	188.4	188.4	188.4

1a. Have any salary and benefit negotiations been settled since first interim projections?

If Yes, complete question 2.

If No, complete questions 3 and 4.

No

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

Yes

**Negotiations Settled Since First Interim Projections**

2. Salary settlement:

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement

Change in salary schedule from prior year  
(may enter text, such as "Reopener")

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)

**Negotiations Not Settled**

3. Cost of a one percent increase in salary and statutory benefits

222,885

4. Amount included for any tentative salary increases

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
0	0	0

**Management/Supervisor/Confidential  
Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
2,477,000	2,725,000	2,997,000
91%	91%	91%
8.5%	10.0%	10.0%

**Management/Supervisor/Confidential  
Step and Column Adjustments**

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step and column over prior year

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
336,186	350,000	370,000
1.5%	1.5%	1.5%

**Management/Supervisor/Confidential  
Other Benefits (mileage, bonuses, etc.)**

- Are costs of other benefits included in the interim and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

Current Year (2008-09)	1st Subsequent Year (2009-10)	2nd Subsequent Year (2010-11)
Yes	Yes	Yes
188,000	192,000	196,000
2.0%	2.0%	2.0%

**S9. Status of Other Funds**

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

**S9A. Identification of Other Funds with Negative Ending Fund Balances**

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

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**ADDITIONAL FISCAL INDICATORS**

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DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

- A1. Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)

No

- A2. Is the system of personnel position control independent from the payroll system?

Yes

- A3. Is enrollment decreasing in both the prior and current fiscal years?

No

- A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?

No

- A5. Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state cost-of-living adjustment?

No

- A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?

No

- A7. Is the district's financial system independent of the county office system?

No

- A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)

No

- A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

Yes

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:  
(optional)

A9. The Superintendent is currently on paid administrative leave. Capistrano hired a CBO 6/1/08.

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**End of School District Second Interim Criteria and Standards Review**

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Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2009-10 Projection (C)	% Change (Cols. E-C/C) (D)	2010-11 Projection (E)
<b>A. REVENUES AND OTHER FINANCING SOURCES</b> (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted except line A1h)						
1. Revenue Limit Sources	8010-8099	275,664,438.00				
a. Base Revenue Limit per ADA (Form RLI, line 4, ID 0024)		6,112.18	5.06%	6,421.18	0.70%	6,466.18
b. Revenue Limit ADA (Form RLI, line 5b, ID 0033)		50,075.24	0.00%	50,075.24	0.00%	50,075.24
c. Total Base Revenue Limit (Line A1a times line A1b, ID 0269)		306,068,880.42	5.06%	321,542,129.58	0.70%	323,795,515.38
d. Other Revenue Limit (Form RLI, lines 6 thru 14)		1,744,212.00	5.40%	1,838,361.00	3.25%	1,898,165.00
e. Total Revenue Limit Subject to Deficit (Sum lines A1c plus A1d, ID 0082)		307,813,092.42	5.06%	323,380,490.58	0.72%	325,693,680.38
f. Deficit Factor (Form RLI, line 16)		0.92156	-5.70%	0.86906	0.00%	0.86906
g. Deficit Revenue Limit (Line A1e times line A1f, ID 0284)		283,668,233.45	-0.93%	281,037,049.14	0.72%	283,047,349.87
h. Plus: Other Adjustments (e.g., basic aid, charter schools object 8015, prior year adjustments objects 8019 and 8099)			0.00%	0.00	0.00%	0.00
i. Revenue Limit Transfers (Objects 8091 and 8097)		(6,391,195.00)	5.91%	(6,768,946.00)	1.34%	(6,859,988.00)
j. Other Adjustments (Form RLI, lines 18 thru 20 and line 41)		(1,612,600.00)	-1.44%	(1,589,315.14)	1.85%	(1,618,673.87)
k. Total Revenue Limit Sources (Sum lines A1g thru A1j) (Must equal line A1)		275,664,438.45	-1.08%	272,678,788.00	0.69%	274,568,688.00
2. Federal Revenues	8100-8299	1,004,550.00	0.00%	1,004,550.00	0.00%	1,004,550.00
3. Other State Revenues	8300-8599	21,740,099.00	-0.38%	21,658,164.00	0.36%	21,737,065.00
4. Other Local Revenues	8600-8799	8,055,011.00	-12.48%	7,050,011.00	13.96%	8,034,030.00
5. Other Financing Sources	8900-8999	(33,221,251.00)	26.34%	(41,972,017.00)	5.44%	(44,254,541.00)
6. Total (Sum lines A1k thru A5)		273,242,847.45	-4.69%	260,419,496.00	0.26%	261,089,792.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b> (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
1. Certificated Salaries						
a. Base Salaries				172,943,019.00		175,961,541.00
b. Step & Column Adjustment				2,518,522.00		2,055,543.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				500,000.00		750,000.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	172,943,019.00	1.75%	175,961,541.00	1.59%	178,767,084.00
2. Classified Salaries						
a. Base Salaries				29,041,246.00		30,047,072.00
b. Step & Column Adjustment				580,826.00		167,441.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				425,000.00		850,000.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	29,041,246.00	3.46%	30,047,072.00	3.39%	31,064,513.00
3. Employee Benefits	3000-3999	53,991,090.00	8.12%	58,373,622.00	6.28%	62,040,039.00
4. Books and Supplies	4000-4999	4,034,331.00	7.18%	4,323,803.00	0.92%	4,363,670.00
5. Services and Other Operating Expenditures	5000-5999	16,595,435.00	1.25%	16,802,611.00	2.84%	17,279,950.00
6. Capital Outlay	6000-6999	20,000.00	0.00%	20,000.00	0.00%	20,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	2,494,398.00	-78.76%	529,848.00	-33.19%	353,985.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(4,023,247.00)	3.70%	(4,172,107.00)	4.90%	(4,376,475.00)
9. Other Financing Uses	7600-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				(21,500,000.00)		(28,000,000.00)
11. Total (Sum lines B1 thru B10)		275,096,272.00	-5.35%	260,386,390.00	0.43%	261,512,766.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		(1,853,424.55)		33,106.00		(422,974.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		10,980,084.00		9,126,659.45		9,159,765.45
2. Ending Fund Balance (Sum lines C and D1)		9,126,659.45		9,159,765.45		8,736,791.45
3. Components of Ending Fund Balance (Form 011)						
a. Fund Balance Reserves	9710-9740	325,000.00		325,000.00		325,000.00
b. Designated for Economic Uncertainties	9770	8,101,659.00		8,134,765.45		7,711,791.45
c. Fund Balance Designations	9775, 9780	700,000.00		700,000.00		700,000.00
d. Undesignated/Unappropriated Balance	9790	0.00		0.00		0.00
e. Total Components of Ending Fund Balance (Line D3e must agree with line D2)		9,126,659.00		9,159,765.45		8,736,791.45

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2009-10 Projection (C)	% Change (Cols. E-C/C) (D)	2010-11 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Designated for Economic Uncertainties	9770	8,101,659.00		8,134,765.45		7,711,791.45
b. Undesignated/Unappropriated Amount	9790	0.00		0.00		0.00
If GL data does not exist, key enter lines E2a and E2b.						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Designated for Economic Uncertainties	9770	0.00		0.00		0.00
b. Undesignated/Unappropriated Amount	9790	0.00		0.00		0.00
3. Total Available Reserves (Sum lines E1 thru E2b)		8,101,659.00		8,134,765.45		7,711,791.45
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2009-10 Projection (C)	% Change (Cols. E-C/C) (D)	2010-11 Projection (E)
<b>A. REVENUES AND OTHER FINANCING SOURCES</b> (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
1. Revenue Limit Sources	8010-8099	6,391,195.00	5.91%	6,768,946.00	1.54%	6,873,526.00
2. Federal Revenues	8100-8299	19,229,963.00	2.99%	19,804,590.00	2.99%	20,396,456.00
3. Other State Revenues	8300-8599	52,006,673.00	-2.79%	50,553,126.00	0.51%	50,810,139.00
4. Other Local Revenues	8600-8799	997,804.00	-5.36%	944,304.00	2.18%	964,924.00
5. Other Financing Sources	8900-8999	34,121,251.00	24.91%	42,622,017.00	5.36%	44,904,541.00
6. Total (Sum lines A1 thru A5)		112,746,886.00	7.05%	120,692,983.00	2.70%	123,949,586.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b> (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
1. Certificated Salaries						
a. Base Salaries				37,727,012.00		38,104,282.00
b. Step & Column Adjustment				377,270.00		381,043.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	37,727,012.00	1.00%	38,104,282.00	1.00%	38,485,325.00
2. Classified Salaries						
a. Base Salaries				29,841,429.00		30,438,258.00
b. Step & Column Adjustment				596,829.00		608,765.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	29,841,429.00	2.00%	30,438,258.00	2.00%	31,047,023.00
3. Employee Benefits	3000-3999	19,260,713.00	11.96%	21,564,071.00	6.05%	22,869,300.00
4. Books and Supplies	4000-4999	10,489,075.00	1.22%	10,617,465.00	1.27%	10,752,275.00
5. Services and Other Operating Expenditures	5000-5999	11,310,772.00	3.12%	11,663,297.00	3.53%	12,075,155.00
6. Capital Outlay	6000-6999	49,316.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	8,648,934.00	0.98%	8,733,403.00	2.01%	8,909,248.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	3,285,212.00	4.46%	3,431,738.00	4.47%	3,585,058.00
9. Other Financing Uses	7600-7699	2,050,000.00	-100.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				(3,500,000.00)		(4,000,000.00)
11. Total (Sum lines B1 thru B10)		122,662,463.00	-1.31%	121,052,514.00	2.21%	123,723,384.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		(9,915,577.00)		(359,531.00)		226,202.00
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		10,864,161.00		948,584.00		589,053.00
2. Ending Fund Balance (Sum lines C and D1)		948,584.00		589,053.00		815,255.00
3. Components of Ending Fund Balance (Form 011)						
a. Fund Balance Reserves	9710-9740	948,584.00		589,053.00		815,255.00
b. Designated for Economic Uncertainties	9770	0.00		0.00		0.00
c. Fund Balance Designations	9775, 9780	0.00		0.00		0.00
d. Undesignated/Unappropriated Balance	9790	0.00		0.00		0.00
e. Total Components of Ending Fund Balance (Line D3e must agree with line D2)		948,584.00		589,053.00		815,255.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2009-10 Projection (C)	% Change (Cols. E-C/C) (D)	2010-11 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Designated for Economic Uncertainties	9770					
b. Undesignated/Unappropriated Amount	9790					
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Designated for Economic Uncertainties	9770					
b. Undesignated/Unappropriated Amount	9790					
3. Total Available Reserves (Sum lines E1 thru E2b)						
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2009-10 Projection (C)	% Change (Cols. E-C/C) (D)	2010-11 Projection (E)
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
1. Revenue Limit Sources	8010-8099	282,055,633.00	-0.92%	279,447,734.00	0.71%	281,442,214.00
2. Federal Revenues	8100-8299	20,234,513.00	2.84%	20,809,140.00	2.84%	21,401,006.00
3. Other State Revenues	8300-8599	73,746,772.00	-2.08%	72,211,290.00	0.47%	72,547,204.00
4. Other Local Revenues	8600-8799	9,052,815.00	-11.69%	7,994,315.00	12.57%	8,998,954.00
5. Other Financing Sources	8900-8999	900,000.00	-27.78%	650,000.00	0.00%	650,000.00
6. Total (Sum lines A1 thru A5)		385,989,733.45	-1.26%	381,112,479.00	1.03%	385,039,378.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
1. Certificated Salaries						
a. Base Salaries				210,670,031.00		214,065,823.00
b. Step & Column Adjustment				2,895,792.00		2,436,586.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				500,000.00		750,000.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	210,670,031.00	1.61%	214,065,823.00	1.49%	217,252,409.00
2. Classified Salaries						
a. Base Salaries				58,882,675.00		60,485,330.00
b. Step & Column Adjustment				1,177,655.00		776,206.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				425,000.00		850,000.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	58,882,675.00	2.72%	60,485,330.00	2.69%	62,111,536.00
3. Employee Benefits	3000-3999	73,251,803.00	9.13%	79,937,693.00	6.22%	84,909,339.00
4. Books and Supplies	4000-4999	14,523,406.00	2.88%	14,941,268.00	1.17%	15,115,945.00
5. Services and Other Operating Expenditures	5000-5999	27,906,207.00	2.01%	28,465,908.00	3.12%	29,355,105.00
6. Capital Outlay	6000-6999	69,316.00	-71.15%	20,000.00	0.00%	20,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	11,143,332.00	-16.87%	9,263,251.00	0.00%	9,263,233.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(738,035.00)	0.32%	(740,369.00)	6.89%	(791,417.00)
9. Other Financing Uses	7600-7699	2,050,000.00	-100.00%	0.00	0.00%	0.00
10. Other Adjustments				(25,000,000.00)		(32,000,000.00)
11. Total (Sum lines B1 thru B10)		397,758,735.00	-4.10%	381,438,904.00	1.00%	385,236,150.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(11,769,001.55)		(326,425.00)		(196,772.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		21,844,245.00		10,075,243.45		9,748,818.45
2. Ending Fund Balance (Sum lines C and D1)		10,075,243.45		9,748,818.45		9,552,046.45
3. Components of Ending Fund Balance (Form 011)						
a. Fund Balance Reserves	9710-9740	1,273,584.00		914,053.00		1,140,255.00
b. Designated for Economic Uncertainties	9770	8,101,659.00		8,134,765.45		7,711,791.45
c. Fund Balance Designations	9775, 9780	700,000.00		700,000.00		700,000.00
d. Undesignated/Unappropriated Balance	9790	0.00		0.00		0.00
e. Total Components of Ending Fund Balance						
(Line D3e must agree with line D2)		10,075,243.00		9,748,818.45		9,552,046.45

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2009-10 Projection (C)	% Change (Cols. E-C/C) (D)	2010-11 Projection (E)
<b>E. AVAILABLE RESERVES (Unrestricted except as noted)</b>						
1. General Fund						
a. Designated for Economic Uncertainties (Line D3b)	9770	8,101,659.00		8,134,765.45		7,711,791.45
b. Undesignated/Unappropriated Amount (Line D3d)	9790	0.00		0.00		0.00
c. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections)	979Z					
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Designated for Economic Uncertainties	9770	0.00		0.00		0.00
b. Undesignated/Unappropriated Amount	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2b)		8,101,659.00		8,134,765.45		7,711,791.45
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		2.04%		2.13%		2.00%
<b>F. RECOMMENDED RESERVES</b>						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and answered Yes to excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 01, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		758,885.00				
2. District ADA Used to determine the reserve standard percentage level on line F3d (Column A: Form AI, Estimated P-2 ADA column, lines 1-4 and 22; enter projections)		49,642.51		50,231.33		50,231.33
3. Calculating the Reserves						
a. Total Expenditures and Other Financing Uses (Line B11)		397,758,735.00		381,438,904.00		385,236,150.00
b. Less: Special Education Pass-through Funds (Line F1b2)		758,885.00		0.00		0.00
c. Net Expenditures and Other Financing Uses (Line F3a, minus line F3b if line F1a is Yes)		397,758,735.00		381,438,904.00		385,236,150.00
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		2%		2%		2%
e. Reserve Standard - By Percent (Line F3c times F3d)		7,955,174.70		7,628,778.08		7,704,723.00
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		7,955,174.70		7,628,778.08		7,704,723.00
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) Revenue Limit Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	335,000.00	335,000.00	(18.00)	414,346.00	79,346.00	23.7%
3) Other State Revenue		8300-8599	1,941,672.00	2,142,190.00	1,050,536.56	1,700,585.00	(441,605.00)	-20.6%
4) Other Local Revenue		8600-8799	1,693,000.00	1,693,000.00	735,182.71	1,618,000.00	(75,000.00)	-4.4%
5) TOTAL REVENUES			3,969,672.00	4,170,190.00	1,785,701.27	3,732,931.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,456,176.00	1,456,176.00	932,245.13	1,777,848.00	(321,672.00)	-22.1%
2) Classified Salaries		2000-2999	454,902.00	454,902.00	193,423.59	543,613.00	(88,711.00)	-19.5%
3) Employee Benefits		3000-3999	304,742.00	304,742.00	175,536.72	347,663.00	(42,921.00)	-14.1%
4) Books and Supplies		4000-4999	261,144.00	190,496.00	32,758.72	107,738.00	82,758.00	43.4%
5) Services and Other Operating Expenditures		5000-5999	1,084,304.00	1,084,304.00	421,102.50	1,075,104.00	9,200.00	0.8%
6) Capital Outlay		6000-6999	1,500,000.00	1,500,000.00	0.00	1,178,597.00	321,403.00	21.4%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	99,307.00	99,307.00	0.00	99,307.00	0.00	0.0%
9) TOTAL EXPENDITURES			5,160,575.00	5,089,927.00	1,755,066.66	5,129,870.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			(1,190,903.00)	(919,737.00)	30,634.61	(1,396,939.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

2008-09 Second Interim  
Adult Education Fund  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(1,190,903.00)	(919,737.00)	30,634.61	(1,396,939.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	2,278,200.00	2,207,552.00		2,207,552.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,278,200.00	2,207,552.00		2,207,552.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,278,200.00	2,207,552.00		2,207,552.00		
2) Ending Balance, June 30 (E + F1e)			1,087,297.00	1,287,815.00		810,613.00		
Components of Ending Fund Balance								
a) Reserve for								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
General Reserve		9730	0.00	0.00		0.00		
Legally Restricted Balance		9740	0.00	0.00		0.00		
b) Designated Amounts								
Designated for Economic Uncertainties		9770	0.00	0.00		0.00		
Designated for the Unrealized Gains of Investments and Cash in County Treasury		9775	0.00	0.00		0.00		
Other Designations		9780	1,087,297.00	1,287,815.00		810,613.00		
c) Undesignated Amount		9790				0.00		
d) Unappropriated Amount		9790	0.00	0.00				



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) Revenue Limit Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	2,584.00	0.00	6,090.00	3,506.00	135.7%
3) Other State Revenue		8300-8599	3,013,749.00	3,013,749.00	1,356,376.46	2,742,749.00	(271,000.00)	-9.0%
4) Other Local Revenue		8600-8799	3,320,035.00	3,388,407.00	1,323,168.95	3,135,053.00	(253,354.00)	-7.5%
5) TOTAL REVENUES			6,333,784.00	6,404,740.00	2,679,545.41	5,883,892.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	2,218,447.00	2,218,447.00	1,128,235.67	2,308,003.00	(89,556.00)	-4.0%
2) Classified Salaries		2000-2999	2,068,229.00	2,068,229.00	975,452.05	2,102,849.00	(34,620.00)	-1.7%
3) Employee Benefits		3000-3999	1,159,944.00	1,159,944.00	550,828.36	1,155,172.00	4,772.00	0.4%
4) Books and Supplies		4000-4999	415,286.00	524,652.00	115,524.23	339,958.00	184,694.00	35.2%
5) Services and Other Operating Expenditures		5000-5999	342,675.00	342,675.00	154,633.45	314,656.00	28,019.00	8.2%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	65,565.00	65,565.00	59,738.76	61,065.00	4,500.00	6.9%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	182,223.00	182,223.00	0.00	177,223.00	5,000.00	2.7%
9) TOTAL EXPENDITURES			6,452,389.00	6,561,735.00	2,984,412.52	6,458,926.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			(118,585.00)	(156,995.00)	(304,867.11)	(575,034.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(118,585.00)	(156,995.00)	(304,867.11)	(575,034.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,811,220.00	1,759,877.00		1,759,877.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,811,220.00	1,759,877.00		1,759,877.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,811,220.00	1,759,877.00		1,759,877.00		
2) Ending Balance, June 30 (E + F1e)			1,692,635.00	1,602,882.00		1,184,843.00		
Components of Ending Fund Balance								
a) Reserve for								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
General Reserve		9730	0.00	0.00		0.00		
Legally Restricted Balance		9740	0.00	0.00		0.00		
b) Designated Amounts								
Designated for Economic Uncertainties		9770	0.00	0.00		0.00		
Designated for the Unrealized Gains of Investments and Cash In County Treasury		9775	0.00	0.00		0.00		
Other Designations		9780	1,692,635.00	1,602,882.00		1,184,843.00		
c) Undesignated Amount		9790				0.00		
d) Unappropriated Amount		9790	0.00	0.00				

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) Revenue Limit Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	1,742,500.00	1,742,500.00	0.00	1,481,125.00	(261,375.00)	-15.0%
4) Other Local Revenue		8600-8799	75,000.00	75,000.00	45,651.82	75,000.00	0.00	0.0%
5) TOTAL REVENUES			1,817,500.00	1,817,500.00	45,651.82	1,556,125.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	189,888.00	189,888.00	102,531.77	189,888.00	0.00	0.0%
3) Employee Benefits		3000-3999	71,479.00	71,479.00	30,807.32	71,479.00	0.00	0.0%
4) Books and Supplies		4000-4999	450,000.00	450,000.00	359.00	188,625.00	261,375.00	58.1%
5) Services and Other Operating Expenditures		5000-5999	1,203,600.00	1,203,600.00	569,916.52	1,203,600.00	0.00	0.0%
6) Capital Outlay		6000-6999	760,000.00	760,000.00	533.60	760,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			2,674,967.00	2,674,967.00	704,148.21	2,413,592.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(857,467.00)	(857,467.00)	(658,496.39)	(857,467.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	2,050,000.00	2,050,000.00	0.00	2,050,000.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			2,050,000.00	2,050,000.00	0.00	2,050,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			1,192,533.00	1,192,533.00	(658,496.39)	1,192,533.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	3,910,548.00	4,388,643.00		4,388,643.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,910,548.00	4,388,643.00		4,388,643.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,910,548.00	4,388,643.00		4,388,643.00		
2) Ending Balance, June 30 (E + F1e)			5,103,081.00	5,581,176.00		5,581,176.00		
Components of Ending Fund Balance								
a) Reserve for								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
General Reserve		9730	0.00	0.00		0.00		
Legally Restricted Balance		9740	0.00	0.00		0.00		
b) Designated Amounts								
Designated for Economic Uncertainties		9770	0.00	0.00		0.00		
Designated for the Unrealized Gains of Investments and Cash in County Treasury		9775	0.00	0.00		0.00		
Other Designations		9780	5,103,081.00	5,581,176.00		5,581,176.00		
c) Undesignated Amount		9790				0.00		
d) Unappropriated Amount		9790	0.00	0.00				

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) Revenue Limit Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	52,149,000.00	52,149,000.00	34,418,850.88	49,979,000.00	(2,170,000.00)	-4.2%
5) TOTAL, REVENUES			52,149,000.00	52,149,000.00	34,418,850.88	49,979,000.00		
<b>B. EXPENSES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	314,979.00	314,979.00	169,195.92	314,979.00	0.00	0.0%
3) Employee Benefits		3000-3999	100,745.00	100,745.00	43,840.83	100,745.00	0.00	0.0%
4) Books and Supplies		4000-4999	23,500.00	23,500.00	6,400.13	18,500.00	5,000.00	21.3%
5) Services and Other Operating Expenses		5000-5999	50,778,900.00	50,778,900.00	32,741,998.80	51,146,470.00	(367,570.00)	-0.7%
6) Depreciation		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			51,218,124.00	51,218,124.00	32,961,435.68	51,580,694.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			930,876.00	930,876.00	1,457,415.20	(1,601,694.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	2,500,000.00	2,500,000.00	0.00	0.00	2,500,000.00	100.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(2,500,000.00)	(2,500,000.00)	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN NET ASSETS (C + D4)</b>			(1,569,124.00)	(1,569,124.00)	1,457,415.20	(1,601,694.00)		
<b>F. NET ASSETS</b>								
1) Beginning Net Assets								
a) As of July 1 - Unaudited		9791	5,784,307.00	5,389,134.00		5,389,134.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,784,307.00	5,389,134.00		5,389,134.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Assets (F1c + F1d)			5,784,307.00	5,389,134.00		5,389,134.00		
2) Ending Net Assets, June 30 (E + F1e)			4,215,183.00	3,820,010.00		3,787,440.00		
Components of Ending Net Assets								
a) Reserve for								
Revolving Cash		9711	680,000.00	680,000.00		680,000.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
General Reserve		9730	0.00	0.00		0.00		
Legally Restricted Balance		9740	0.00	0.00		0.00		
b) Designated Amounts								
Designated for Economic Uncertainties		9770	0.00	0.00		0.00		
Designated for the Unrealized Gains of Investments and Cash In County Treasury		9775	0.00	0.00		0.00		
Other Designations		9780	3,535,183.00	3,140,010.00		3,107,440.00		
c) Undesignated Amount		9790				0.00		
d) Unappropriated Amount		9790	0.00	0.00				

Capistrano Unified School District  
San Juan Capistrano, Ca

**RESOLUTION NO. 0809-51**

**RESOLUTION FOR REVENUE AND EXPENDITURE**  
**INCREASES/DECREASES**

WHEREAS, the Governing Board of Capistrano Unified School District has determined that income decreases in the amount of \$24,293,419 from sources listed in the current fiscal year from sources listed in Section 42602 of the Education Code of California; and

WHEREAS, the Governing Board of Capistrano Unified School District can show just cause for the decrease in expenditures of \$11,086,623; and

NOW, THEREFORE BE IT RESOLVED that pursuant to Section 42602 of the Education Code of California such decrease in funds of \$13,206,796 are to be appropriated according to the following schedule:

<b><u>District &amp; Fund No.</u></b>	<b><u>Code</u></b>	<b><u>Account Description</u></b>	<b><u>Amount</u></b>
<b>068-01</b>		<b>GENERAL FUND</b>	
		<b><u>Income Source</u></b>	
	8011	Revenue Limit	\$(9,285,918)
	8290	Other Federal Revenue	(939,229)
	8590	Other State Revenue	(3,897,634)
	8699	Other Local Revenue	(481,156)
	8919	Interfunds Transfer In	(6,300,000)
		<b>Total Income</b>	<b>\$(20,903,937)</b>
		<b><u>Expenditure Appropriation</u></b>	
	1900	Other Certificated Salaries	\$(427,730)
	2900	Other Classified Salaries	(623,529)
	3401	Health & Welfare: Certificated	(1,946,327)
	4300	Materials & Supplies	(3,250,479)
	5600	Rentals, Leases, and Repairs	(810,389)
	6400	Furniture & Equipment	9,316
	7141	Other Tuition: Payment to Districts	(544,755)
	7350	Indirect Cost	5,000
	7439	Other Debt Service Payments	(1,036,059)
	9740	Reserve Legally Restricted	(9,481,818)
	9770	Designated Economic Uncertainties	(2,797,167)
		<b>Total Expenditure Appropriation</b>	<b>\$(20,903,937)</b>
<b>068-11</b>		<b>ADULT EDUCATION FUND</b>	
		<b><u>Income Source</u></b>	
	8290	Other Federal Revenue	\$79,346
	8311	Other State Apportionments	(441,605)
	8699	Other Local Revenue	(75,000)
		<b>Total Income</b>	<b>\$(437,259)</b>

**Resolution 0809-51**

March 9, 2009

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<b><u>District &amp; Fund No.</u></b>	<b><u>Code</u></b>	<b><u>Account Description</u></b>	<b><u>Amount</u></b>
		<b><u>Expenditure Appropriation</u></b>	
	1900	Other Certificated Salaries	\$321,672
	2900	Other Classified Salaries	88,711
	3401	Health & Welfare: Certificated	42,921
	4300	Materials & Supplies	(82,758)
	5600	Rentals, Leases, and Repairs	(9,200)
	6200	Building Improvements	(321,403)
	9780	Other Designations	(477,202)
		<b>Total Expenditure Appropriation</b>	<b>\$(437,259)</b>
<b>068-12</b>		<b>CHILD DEVELOPMENT FUND</b>	
		<b><u>Income Source</u></b>	
	8290	Other Federal Revenue	\$3,506
	8590	Other State Revenue	(271,000)
	8699	Other Local Revenue	(253,354)
		<b>Total Income</b>	<b>\$(520,848)</b>
		<b><u>Expenditure Appropriation</u></b>	
	1900	Other Certificated Salaries	\$89,556
	2900	Other Classified Salaries	34,620
	3401	Health & Welfare: Certificated	(4,772)
	4300	Materials & Supplies	(184,694)
	5600	Rentals, Leases, and Repairs	(28,019)
	7350	Indirect Cost	(5,000)
	7439	Debt Service	(4,500)
	9780	Other Designations	(418,039)
		<b>Total Expenditure Appropriation</b>	<b>\$(520,848)</b>
<b>068-14</b>		<b>DEFERRED MAINTENANCE</b>	
		<b><u>Income Source</u></b>	
	8540	Deferred Maintenance Allowance	\$(261,375)
		<b>Total Income</b>	<b>\$(261,375)</b>
		<b><u>Expenditure Appropriation</u></b>	
	4300	Materials & Supplies	\$(261,375)
		<b>Total Expenditure Appropriation</b>	<b>\$(261,375)</b>
<b>068-68</b>		<b>WORKERS COMPENSATION</b>	
		<b><u>Income Source</u></b>	
	8674	In-District Contribution	\$(2,140,000)
		<b>Total Income</b>	<b>\$(2,140,000)</b>



**Resolution 0809-51**

March 9, 2009

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<b><u>District &amp; Fund No.</u></b>	<b><u>Code</u></b>	<b><u>Account Description</u></b>	<b><u>Amount</u></b>
		<b><u>Expenditure Appropriation</u></b>	
	4300	Materials & Supplies	\$(5,000)
	5600	Rentals, Leases, and Repairs	(90,000)
	7619	Other Interfund Transfers	(1,700,000)
	9780	Other Designations	(345,000)
		<b>Total Expenditure Appropriation</b>	<b>\$(2,140,000)</b>
<b>068-69</b>		<b>HEALTH AND BENEFITS</b>	
		<b><u>Income Source</u></b>	
	8660	Interest	\$(30,000)
		<b>Total Income</b>	<b>\$(30,000)</b>
		<b><u>Expenditure Appropriation</u></b>	
	5600	Rentals, Leases, and Repairs	\$380,000
	7619	Other Interfund Transfers	(800,000)
	9780	Other Designations	390,000
		<b>Total Expenditure Appropriation</b>	<b>\$(30,000)</b>
<b>068-70</b>		<b>PROPERTY AND LIABILITY</b>	
		<b><u>Expenditure Appropriation</u></b>	
	5600	Rentals, Leases, and Repairs	\$77,570
	9780	Other Designations	(77,570)
		<b>Total Expenditure Appropriation</b>	<b>\$0</b>

APPROVED AND ADOPTED this 9<sup>th</sup> day of March, 2009.

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

\_\_\_\_\_  
Secretary, Board of TrusteesApproved: Superintendent of Schools  
County of Orange

By: \_\_\_\_\_



Assumptions Used for 2008-09 2nd Interim Budget March 9, 2009				
	2008-09 1st Interim	2008-09 2nd Interim	2009-10 Projection	2010-11 Projection
<b>Enrollment and Revenues ***</b>				
Increase to ADA	465	484	0	0
Revenue Limit:				
Cost of Living Adjustment (COLA)	5.66%	5.66%	5.02%	0.70%
Revenue Limit Deficit	4.713%	7.844%	13.094%	13.094%
Base Revenue Limit	\$6,112	\$6,112	\$6,421	\$6,466
Funded Revenue Limit	\$5,824	\$5,633	\$5,580	\$5,619
Funding Change for Revenue Limit	0.67%	-3.40%	-0.94%	0.70%
Funding Change for Categoricals	0.00%	-15.00%	-5.00%	0.50%
Funding Change for Special Education (On state and local portion only)	0.00%	0.00%	0.00%	0.70%
Lottery Funding - Unrestricted	\$118.00	\$109.50	\$109.50	\$109.50
Lottery Funding - Restricted	\$19.00	\$11.50	\$11.50	\$11.50
Sale of Surplus Property Proceeds	\$3,800,000	\$0	\$0	\$0
Foundation Fundraising	\$1,000,000	\$1,000,000	\$0	\$0
Transfer from Workers' Comp Fund	\$1,700,000	\$0	\$0	\$0
Transfer from Health & Welfare Fund	\$800,000	\$0	\$0	\$0
Transfer Building C Lease Revenues	\$900,000	\$900,000	\$650,000	\$650,000
Categorical Flexibility Transfer	\$63,839	\$62,440	\$59,380	\$59,796
Categorical Block Grant Transfer	\$1,183,044	\$1,005,587	\$956,313	\$961,095
Class Size Reduction Income	\$14,191,600	\$14,191,600	\$14,191,600	\$14,290,941
Additional Categorical Flexibility Included	\$0	\$9,456,306	\$0	\$0
<b>*** Expenditures ***</b>				
Salary Increases Included	No	No	No	No
Step and Column Used - Certificated	Position Cntrl	Position Cntrl	1.5%	1.5%
Step Used - Classified	Position Cntrl	Position Cntrl	2.0%	2.0%
Health & Welfare Benefits Increase %	9%	9%	10%	10%
Transfer to Deferred Maintenance	\$2,050,000	\$2,050,000	\$0	\$0
<b>*** Reserve Levels ***</b>				
Reserve for Economic Uncertainty (Required Amount)	\$10,898,826 (\$8,127,674)	\$8,101,659 (\$7,955,175)	\$8,134,765 (\$7,628,778)	\$7,711,791 (\$7,707,723)
Reserve for Economic Uncertainty % Over / (Short)	2.68% \$2,771,152	2.04% \$146,484	2.13% \$505,987	2.00% \$4,068
<b>*** Budget Reductions ***</b>				
Budget Reductions Needed at Budget Adoption				
<b>Additional Budget Reductions Needed</b> <i>Using Financial Recommendations from:</i> <i>School Services' 1/9/09 Dartboard</i> <i>and OCDE's Assumption Memo</i> ~ 2nd Interim Budget-Unrestricted ~ 2nd Interim Budget-Restricted			\$21,500,000 \$3,500,000	\$28,000,000 \$4,000,000
<b>Combined Total</b>			\$25,000,000	\$32,000,000




CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Ronald N. Lebs, Deputy Superintendent Business & Support Services

SUBJECT: **2008-09/2009-10 BUDGET DISCUSSION IV: UPDATE ON 2008-09  
MID-YEAR AND 2009-10 FISCAL YEAR**



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**BACKGROUND INFORMATION**

On February 20, 2009, Governor Arnold Schwarzenegger approved the 2008/09 - 2009/10 18-month budget. Staff presented information pertaining to this budget at the Budget Study Session on February 25, 2009. This information can be found at [http://capousd.ca.schoolloop.com/cms/page\\_view?d=x&piid=&vpid=1219972013336](http://capousd.ca.schoolloop.com/cms/page_view?d=x&piid=&vpid=1219972013336).

**CURRENT CONSIDERATION**

**Continuation of the discussions from:**

**January 21, 2009 – Budget Discussion I  
February 9, 2009 - Budget Discussion II  
February 25, 2009 - Budget Discussion III**

Staff will present additional information to the Board of Trustees regarding budget adjustments for the 2008/09 as well as the 2009/10 fiscal years. Subsequent to the state budget approval on February 20, 2009, the various state agencies have been determining and defining the actual affects and impacts of the budget. As those details have become available, staff has been calculating the impacts to CUSD. Staff will present up-to-date information as well as provide the opportunity for the Board to discuss the topic, ask questions, and provide direction to staff. As additional information becomes available, it will be forwarded to Trustees.

**FINANCIAL IMPLICATIONS**

The financial impact of this agenda item will depend upon direction received from the Board.

**STAFF RECOMMENDATION**

It is respectfully requested that Board President Ellen Addonizio recognize Ron Lebs, Deputy Superintendent, Business & Support Services, who will introduce this item and be available for Trustee questions.

INFORMATION/  
DISCUSSION

AGENDA ITEM 35

Selected Programs and Operational Costs					
Program	Description of Program	Type	FTE	Fund	Est. Cost
Reduction amounts are independent of each other and are not cumulative/Average new teacher cost varies depending on number of layoffs					
<b>Programs</b>					
K-3 Class Size Reduction - 30% penalty	31.5:1 for all classes 1-3	IH	217.00	01	\$9,700,000
K-3 Class Size Reduction - 30% penalty	25:1 for all classes 1-3	IH	122.00	01	\$3,905,000
K-3 Class Size Reduction - 30% penalty	67 classes @ 25:1 and the rest at 31.5:	IH	202.00	01	\$8,778,000
K-3 Class Size Reduction	Reduce custodians to reflect fewer classes	IH		01	
Handwriting without Tears	Cost - handwriting without tears program	HF	0.00	01	\$102,000
AVID	Cost of AVID program	HF	0.40	01	\$80,000
Advanced Placement	Cost of AP program	HF		01	\$0
K-8 Dual Immersion	Cost of dual immersion program at K-8	HF	0.00	01	\$0
PAL	Cost of PAL program	HF		01	\$15,000
TLC	Cost of the TLC program	HF	5.00	01	\$380,000
3rd Party Investigator	Discontinue using T. Davis	HF	0.00	01	\$40,000
Ed Join	Discontinue using San Joaquin COE-Ed Join	IH	0.00	01	\$4,900
CASS Sub Finder	Discontinue using CRS Inc.	HF	0.00	01	\$12,500
Mandated Costs	Abandon mandated cost program	IH	0.00	01	\$42,000
New Principal Coaching	Cost of the new principal coaching program	HF		01	\$20,000
ConnectEd	Cost of ConnectEd	AB	0.00	01	\$130,000
Open Enrollment	Adherence to the open enrollment	HF	0.00	01	\$0
Personal Electric Appliances in Classrooms	Remove all personal appliances from classrooms	AB	0.00	01	TBD
Laptop Program	Cost of supporting the laptop program	AB		01	TBD
Conferences	Cost of professional growth conferences	HF	0.00	01	\$300,000
Summer School Transportation	Cost of transportation for summer school	HF		01	\$30,820
Transportation	Decrease from 45 to 30 inspections per state	HF		01	\$50,000
Transportation	Reduce to funded level	HF		01	\$280,000
South Yard	Repurpose south yard	HF		01	
Use of Facilities	Eliminate special pricing for coaches camps.	HF		01	\$100,000
Network for a Healthy California	Stop participating in grant program	HF	0.50	12/13	\$0
					\$1,587,220
<b>Flexibility Options in State Budget</b>					
Hourly Programs Including Summer School	Use for flexibility option-available through 2012-13	F	0.00	01	\$1,240,000
Cal-SAFE	Use for flexibility option-available through 2012-13	F	4.80	01	\$196,000
Deferred Maintenance	Use for flexibility option-available through 2012-13	F	2.50	14	\$1,409,000
PE Teacher Incentive Grant	Use for flexibility option-available through 2012-13	F	0.60	01	\$97,000
Alternative Certification Interim	Use for flexibility option-available through 2012-13	F	0.10	01	\$46,000
CBET	Use for flexibility option-available through 2012-13	F	1.40	01	\$143,000
ROP	Use for flexibility option-available through 2012-13	F	??	01	\$2,622,000
Adult Education	Use for flexibility option-available through 2012-13	F	8.60	11	\$1,680,000
School Safety Grant	Use for flexibility option-available through 2012-13	F	5.70	01	\$643,000
Arts, Music Block Grant	Use for flexibility option-available through 2012-13	F	6.20	01	\$698,000
CAHSEE Intensive Instruction	Use for flexibility option-available through 2012-13	F	1.80	01	\$209,000
School Counselor Grant 7-12	Use for flexibility option-available through 2012-13	F	18.70	01	\$1,324,000
GATE	Use for flexibility option-available through 2012-13	F	1.10	01	\$326,000
IMFRP	Use for flexibility option-available through 2012-13	F	0.00	01	\$2,894,000
Peer Assistance and Review	Use for flexibility option-available through 2012-13	F	1.20	01	\$162,000
International Baccalaureate	Use for flexibility option-available through 2012-13	F	0.00	01	\$124,000
Math & Reading Staff Development	Use for flexibility option-available through 2012-13	F	0.00	01	\$14,000
Pupil Retention Block Grant	Use for flexibility option-available through 2012-13	F	1.30	01	\$87,000
BTSA	Use for flexibility option-available through 2012-13	F	5.80	01	\$469,000
Staff Development Program	Use for flexibility option-available through 2012-13	F	3.00	01	\$1,219,000
School/Lib. Improvement Block Grant	Use for flexibility option-available through 2012-13	F	15.30	01	\$2,319,000
					\$17,921,000
<b>Positions</b>					
CUMA Administration - School & District Office	Cost of school/district CUMA administrators	IH	192.25	All	\$26,350,000
Teachers on Special Assignment	Cost of the TOSA at DO	HF	21.00	01	\$1,995,000
Teachers on Special Assignment	Cost of the TOSA at sites	HF	5.00	01	\$475,000
Principals on 11 month contracts	Move remaining principals from 12 to 11 month	HF	0.00	01	\$126,000
Activity Directors	Cost of activity director positions	N	6.00	01	\$640,000
High School Assistant Principals	Cost of AP's at high schools	IH	17.00	01	\$2,302,000
Middle School Assistant Principals	Cost of AP's at middle schools	IH	17.50	01	\$2,130,000
K-5 Assistant Principals	Cost of AP's at K-5 schools	HF	10.50	01	\$1,309,000
Principals	Cost of all principals	IH	54.00	01	\$8,350,000
Psychologists	Cost of psychologists	IH	33.90	01	\$3,964,000
Counselors	Cost of counselors	HF	35.40	01	\$3,175,000
Resident Subs	Cost of resident subs	HF	10.80	01	\$160,000
TAP stipends	Cost of TAP I's - only have TAP II's	HF	0.00	01	\$113,000
Payroll Department	Total Annual cost for the payroll department	R	5.00	01	\$410,000
				01	
<b>Bargaining-Negotiable/Salary</b>					
Report Card Release Day	Cost of report card release day	N	0.00	01	\$42,000
Article 8 Release Day	Cost of bigger class release day	N	0.00	01	\$82,000
Block Music	Cost of block music program	N	26.50	01	\$1,930,000
HS Athletics Co Curricular	Cost of HS Athletic programs	N	0.00	01	\$1,966,000
Co Curricular Academic	Cost of academic ASB/drama/dept chair	N	0.00	01	\$1,280,000
HS Athletics Selected Programs	Cost of selected athletic programs	N	0.00	01	TBD
No prep period MS	Cost of the prep period for MS teachers	N	71.00	01	\$5,396,000
No prep period HS	Cost of the prep period for HS teachers	N	85.00	01	\$6,460,000
Class Size 4-12	Increase class size 4-12 by 1	N	36.80	01	\$2,690,000
Health Benefit Cap	Cap health benefits to reduce cost increases	N	0.00	01	\$4,000,000
Employee Stipends	Cost of stipends received for completing courses	N	0.00	01	\$600,000
Salary Rollback - 1.0%	1.0% Salary rollback for all employees	N	0.00	01	\$2,968,000
Salary Rollback - 2.5%	2.5% Salary rollback for all employees	N	0.00	01	\$7,420,000
Salary Rollback - 5.0%	5.0% Salary rollback for all employees	N	0.00	01	\$14,840,000
Salary Rollback - 7.0%	7.0% Salary rollback for all employees	N	0.00	01	\$20,776,000
Salary Rollback - 10.0%	10.0% Salary rollback for all employees	N	0.00	01	\$29,680,000
Furlough Days - 1 day	Furlough Days for all Employees	N	0.00	01	\$1,425,000
Furlough Days - 2 days	Furlough Days for all Employees	N	0.00	01	\$2,850,000
Furlough Days - 3 days	Furlough Days for all Employees	N	0.00	01	\$4,275,000
Furlough Days - 4 days	Furlough Days for all Employees	N	0.00	01	\$5,700,000
Furlough Days - 5 days	Furlough Days for all Employees	N	0.00	01	\$7,125,000
Close Administration Building 1 day	Close Administration Building	N	0.00	01	\$145,000
Close Administration Building 5 days	Close Administration Building	N	0.00	01	\$725,000
Close Administration Building 10 days	Close Administration Building	N	0.00	01	\$1,450,000
Close Administration Building 15 days	Close Administration Building	N	0.00	01	\$2,175,000

R = Required  
 IH = Intuitional Habit  
 HF = Hometown Favorite  
 AB = Above and Beyond  
 N = Negotiable  
 F = Flexibility Option



## Updated Categorical Cuts and Flexibility 08-09

Description	Resc	2008-09 Award	2007/08 Carryover	15.40% Cut	Available flex	Flexibility excluded?	Flex Maximum	Balance Available
<b>Tier I - No Cut and No Flexibility</b>								
K-3 CSR	1300	14,191,600	-			Variable		
State Early Intervention Grant	3386	186,720	-			Yes		
After School Learning-Prop 49	6010	337,500	35,821			Yes		
Spec Ed Other State Rev	6500	290,997	-			Yes		
Special Education	6500	25,130,335	-			Yes		
Special Ed. Infant Prog.	6510	203,730	-			Yes		
IDEA Infant	6515	5,500	-			Yes		
Workability (Rsc was 3405)	6520	318,242	-			Yes		
Low Incidence Entitlement	6530	12,187	-			Yes		
IDEA Local Staff Development	6535	17,711	-			Yes		
TUPE	6660	72,013	54			Yes		
EIA-LEP	7090	2,795,675	256,549			Yes		
H/S Transportation	7230	856,057	-			Yes		
Special Ed. Transp.	7240	2,210,530	-			Yes		
Quality Education Invest Act (QEIA)	7400	382,800	160,206			Yes		
<b>Tier II - 15.4% Cut and No Flexibility</b>								
Pupil Testing	0230	98,000	-	(15,092)		Yes		
CAHSEE	0234	17,000	-	(2,618)		Yes		
CELDT Testing	0236	30,000	-	(4,620)		Yes		
Oral Health	0250	28,687	681	(4,418)		Yes		
English Lang. Acquisition Prog.	6286	238,017	26,425	(36,655)		Yes	26,425	26,000
Partnership Acad.	7220	158,400	102,715	(24,394)		Yes	102,715	96,000
<b>Tier III - 15.4% Cut with Flexibility</b>								
Hourly Programs, including Summer	0005	1,534,285	-	(236,280)	1,298,005		-	-
Bridges CDS	2430	43,211	-	(6,654)	36,557		-	-
Cal-SAFE Student Supp Svc	6091	100,000	176,243	(15,400)	84,600		276,243	170,000
Cal-SAFE Child Care/Dev	6092	150,000	217,549	(23,100)	126,900		367,549	223,000
Deferred Maintenance	6205	1,742,500	4,388,643	(268,345)	1,474,155		6,131,143	-
PE Teacher Incentive Grants	6258	124,392	140,000	(19,156)	105,236		264,392	224,000
Alternative Certification Intern Program	6260	59,500	-	(9,163)	50,337		59,500	-
NBPTS	6267	5,000	-	(770)	4,230		5,000	-
Teacher Recruit and Std Supt Prog	6275	-	39,991	-	-		39,991	3,000
CBET	6285	183,074	17,428	(28,193)	154,881		200,502	-
ROP	6350	3,243,129	-	(499,442)	2,743,687		3,243,129	-
Career Tech	6377	-	26,244	-	-		26,244	8,000
Adult Education Fund 11	6390	2,142,693	2,193,950	(329,975)	1,812,718		4,336,643	1,000,000
School Safety G 8-12	6405	820,374	32,046	(126,338)	694,036		852,420	-
Arts & Music Block Grant	6760	890,900	812,566	(137,199)	753,701		1,703,466	7,000
Arts / Music / PE Supply / Equip	6761	-	2,446,237	-	-		2,446,237	370,000
California Instructional School Garden	7026	-	15,145	-	-		15,145	12,000
CAHSEE Intensive Inst.	7055	267,172	-	(41,144)	226,028		267,172	-
School Counselor Grant G. 7-12	7080	1,688,988	967,011	(260,104)	1,428,884		2,655,999	-
GATE / AAA	7140	461,474	158,403	(71,067)	390,407		619,877	-
IMFRP K-12	7156	3,579,081	466,068	(551,178)	3,027,903		4,045,149	230,000
IM: One Time: English Lmrs	7157	-	122,133	-	-		122,133	-
High Priority Schools Program	7258	502,800	133,765	(77,431)	425,369		636,565	16,000
Peer Assistance/Review	7271	229,684	22,925	(35,371)	194,313		252,609	-
International Baccalaureate	7286	37,555	15,489	(5,783)	31,772		53,044	5,000
Math and Reading Staff Dev.	7294	18,750	-	(2,888)	15,863		18,750	15,000
Fiscal Solvency	7386	15,000	-	(2,310)	12,690		15,000	-
Pupil Retention Block Grant	7390	111,643	22,853	(17,193)	94,450		134,496	-
Teacher Cred. Block Grant	7392	598,144	374,275	(92,114)	506,030		972,419	-
Professional Dev. Block Grant	7393	1,829,258	-	(281,706)	1,547,552		1,829,258	-
Targeted Instr. Imp. Block Grant	7394	2,578,578	-	(397,101)	2,181,477		2,578,578	-
School/Lib. Imp. Block Grant	7395	3,479,124	695,090	(535,785)	2,943,339		4,174,214	500,000
Disc. Block Grant Sites	7396	-	1,375,156	-	-		1,375,156	280,000
Instr.Matl./Lib/Ed Tech Block	7398	-	284,521	-	-		284,521	-
CBO Training	7810	-	281	-	-		281	-
<b>Total</b>		<b>26,436,309</b>	<b>15,144,012</b>	<b>(4,071,192)</b>	<b>22,365,117</b>	<b>-</b>	<b>40,002,825</b>	<b>3,063,000</b>

Leaves only \$1M reserve



## Updated Categorical Cuts and Flexibility 09-10

<i>Description</i>	<i>Resc</i>	<i>2009/10 Award</i>	<i>4.40% Cut</i>	<i>Available flex</i>	<i>Flexibility excluded?</i>
<b>Tier I - No Cut and No Flexibility</b>					
K-3 CSR	1300	14,191,600			Yes
State Early Intervention Grant	3386	186,720			Yes
After School Learning-Prop 49	6010	337,500			Yes
Spec Ed Other State Rev	6500	290,997			Yes
Special Education	6500	25,130,335			Yes
Special Ed. Infant Prog.	6510	203,730			Yes
IDEA Infant	6515	5,500			Yes
Workability (Rsc was 3405)	6520	318,242			Yes
Low Incidence Entitlement	6530	12,187			Yes
IDEA Local Staff Development	6535	17,711			Yes
TUPE	6660	72,013			Yes
EIA-LEP	7090	2,795,675			Yes
H/S Transportation	7230	856,057			Yes
Special Ed. Transp.	7240	2,210,530			Yes
Quality Education Invest Act (QEIA)	7400	382,800			Yes
<b>Tier II - 4.4% Cut and No Flexibility</b>					
Pupil Testing	0230	82,908	(3,648)		Yes
CAHSEE	0234	14,382	(633)		Yes
CELDT Testing	0236	25,380	(1,117)		Yes
Oral Health	0250	24,269	(1,068)		Yes
English Lang. Acquisition Prog.	6286	201,362	(8,860)		Yes
Partnership Acad.	7220	134,006	(5,896)		Yes
<b>Tier III - 4.4% Cut with Flexibility</b>					
Hourly Programs, including Summer	0005	1,298,005	(57,112)	1,203,582	
Bridges CDS	2430	36,557	(1,608)	-	
Cal-SAFE Student Supp Svc	6091	84,600	(3,722)	78,446	
Cal-SAFE Child Care/Dev	6092	126,900	(5,584)	117,669	
Deferred Maintenance	6205	1,474,155	(64,863)	1,366,918	
PE Teacher Incentive Grants	6258	105,236	(4,630)	97,580	
Alternative Certification Intern Program	6260	50,337	(2,215)	46,675	
NBPTS	6267	4,230	(186)	-	
CBET	6285	154,881	(6,815)	143,614	
ROP	6350	2,743,687	(120,722)	2,622,965	
Adult Education Fund 11	6390	1,812,718	(79,760)	1,680,852	
School Safety G 8-12	6405	694,036	(30,538)	643,549	
Arts & Music Block Grant	6760	753,701	(33,163)	698,873	
CAHSEE Intensive Inst.	7055	226,028	(9,945)	209,585	
School Counselor Grant G. 7-12	7080	1,428,884	(62,871)	1,324,940	
GATE / AAA	7140	390,407	(17,178)	362,007	
IMFRP K-12	7156	3,027,903	(133,228)	2,894,675	
High Priority Schools Program	7258	425,369	(18,716)	394,425	
Peer Assistance/Review	7271	194,313	(8,550)	180,177	
International Baccalaureate	7286	31,772	(1,398)	29,460	
Math and Reading Staff Dev.	7294	15,863	(698)	14,709	
Pupil Retention Block Grant	7390	94,450	(4,156)	87,579	
Teacher Cred. Block Grant	7392	506,030	(22,265)	469,219	
Professional Dev. Block Grant	7393	1,547,552	(68,092)	1,434,976	
Targeted Instr. Imp. Block Grant	7394	2,181,477	(95,985)	-	
School/Lib. Imp. Block Grant	7395	2,943,339	(129,507)	2,729,226	
<b>Total</b>		<b>22,352,427</b>	<b>(1,004,728)</b>	<b>18,831,701</b>	

Program	Summary	# Students	# FTE	Rationale	Cost Benefit Analysis
<b>1 - MUST KEEP: Legally-mandated (state or federal) or core curriculum</b> <b>2 - SHOULD KEEP: Intervention/Foundational Program;</b> <b>3 - BENEFICIAL: Supplemental program/instruction</b> <b>4 - CAN BE ELIMINATED - Optional or alternative program</b>					
<b>Activities Directors</b>	Activities Directors at all six high schools are administrators who supervise student government and generate all student activities. In addition, they oversee departments, evaluate teachers, schedule facilities, participate in IEPs, coordinate graduation, coordinate field trips, and develop and oversee student clubs including the supervision and coordination of all financial matters pertaining to student accounts. With the elimination of a high school assistant principal two years ago, Activities Directors have assumed additional duties and responsibilities. Activities generate revenue that funds athletics, School Loop, and other student-related programs.	15000	6 FTEs	Activities Directors are critical to engage and involve students in student government, nurture a positive school culture and spirit, promote community involvement, and ensure that student revenue is generated and appropriately handled. CUSD parents have high expectations for extra-curricular and co-curricular programs. Elimination of full time Activities Directors will diminish capacity in many areas, including departmental oversight, IEP coverage, teacher evaluation, and facility utilization.	\$640000 (includes benefits)
<b>Adult Education</b>	Classes for high school students who are not on track to graduate (1000 students); Adult Basic Education (190 students); Adult High School Diploma/GED (800 students); Family Literacy (1000 students); ESL/Citizenship (2000 participants); Vocational Education (1500 participants); Older Adults and Home Economics (1500 participants);	Number of high school students served - 1,000; Number of adult students served - 7600;	37 certificated; 10 classified;	Essential for those students who are credit deficient or earning high school diploma.	Adult Ed. currently generates \$1M in ADA

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<b>Advanced Placement</b>	Advanced Placement (AP) courses offer students with high motivation and achievement the opportunity to receive advanced placement and credit upon entering college. Advanced Placement examinations are administered in May.	3715 students at all 6 high schools are taking courses. These students generally take multiple courses	No additional FTEs are required to offer AP courses.	AP courses provide rigorous college-level coursework for high achieving students and are the core of university preparation.	GATE funds have been used for AP review sessions. Teacher training at AP workshops has also been funded by GATE but could be suspended at this time of fiscal crisis for all except new AP teachers. Students pay a fee for AP exams.
<b>Assistive Technology Teachers</b>	These special education teacher positions are itinerant direct service providers serving 180 special education students. Their assessment and instructional services are mandated through IDEA and reflected on student IEP's	Average caseload is 102 students (total of 306 districtwide)	3	Legally mandated services to special needs students per IEP	Mandated services
<b>Athletic Co-Curricular Stipends</b>	CUSD offers twenty-three athletic co-curricular programs throughout the school year. High school varsity and assistant coaches receive stipends ranging from 5% to 9%. Student participation in athletics enriches the high school experience, and students earn physical education credit toward graduation for participation in athletics.	8,720 students participated in high school sports.	N/A	Coaches need to be compensated for the many hours they spend instructing, supervising, and mentoring student athletes.	Athletic co-curricular stipends for Lacrosse have totaled \$93,500 for this year. There are currently some frozen Lacrosse positions, which have not been calculated into this amount. The cost of all athletic stipends is \$1,966,000. Lacrosse was added 3 years ago as a pilot program that parents would assist with funding. Staff recommends that the lacrosse program be eliminated and that principals and athletic directors review athletic stipends with a goal of reducing stipends by 10% for the 2009-2010 school year.

Program	Summary	# Students	# FTE	Rationale	Cost Benefit Analysis
<b>1 - MUST KEEP: Legally-mandated (state or federal) or core curriculum</b> <b>2 - SHOULD KEEP: Intervention/Foundational Program;</b> <b>3 - BENEFICIAL: Supplemental program/instruction</b> <b>4 - CAN BE ELIMINATED - Optional or alternative program</b>					
<b>AVID</b>	AVID (Advancement Via Individual Determination) is a program that targets students with the potential to achieve in rigorous courses, such as AP and IB. With guidance and support from AVID teachers and tutors, students develop the desire to achieve academically and pursue a college degree. AVID identifies students who are low income of any ethnicity who will be the first in their family to attend college, who face special circumstances that may be obstacles to achievement; or who are of an ethnicity traditionally underrepresented in four-year colleges. AVID is a key component in our goal to increase the numbers of students who complete "a-g" university requirements. AVID is offered at five of our high schools and eight middle schools.	806	No additional teacher FTE's to offer the AVID program. AVID tutors are paid from site EIA funds. One academic advisor, in addition to other duties, provides support to the AVID program.	AVID provides support and intervention for underachieving students.	Training at OCDE for site coordinators is \$200 per school (\$2600) has been funded through site SIP funds. EIA funds AVID tutors totaling \$52,000. 80% of the academic advisor supporting the program is funded through EIA (\$46,000)

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<b>1 - MUST KEEP: Legally-mandated (state or federal) or core curriculum</b> <b>2 - SHOULD KEEP: Intervention/Foundational Program;</b> <b>3 - BENEFICIAL: Supplemental program/instruction</b> <b>4 - CAN BE ELIMINATED - Optional or alternative program</b>					
<b>Block Music (funded by General Fund)</b>	Block music includes strings, band (5th grade), and vocal instruction in grades 4 and 5. Students get two lessons weekly and participate in various concerts/performance throughout the year. The content of these classes is based on the State Visual and Performing Arts standards in Grades 4 & 5.	Every 4th and 5th grade student (totaling 7700 students) receives block music (choosing from the strings, band (5th grade only), or vocal options).	18 FTE	Block music not only provides direct instruction in music, it also establishes a solid skill foundation preparing students for the next level in middle school. If this foundation wasn't established, students would be significantly behind when entering music at the middle school. Additionally, block music is used to fulfill release time needs for 4th and 5th grade teachers (per contract)	General funds are used to support 18 FTE's.
<b>Co-Curricular Stipends - Non-athletic</b>	Non-athletic stipends in curricular areas such as music or organizations and activities such as Mock Trial, Spelling Bee, Student Publications	All middle and high school students benefit from academic co-curricular stipends	N/A	These stipends represent time and effort beyond the classroom for teachers to support academic learning and activities.	Education Division recommends a review of co-curricular stipends through the negotiations process.
<b>Community Education</b>	Fee-based classes for children and adults in areas such as Kindergarten Readiness (over 200 students), UCI Writing Project (over 500 students), Science programs, Chess (700 students), SAT Preparation, and aquatics/swimming lessons at all five CUSD pools.	Number of children served - 6500; Number of adults served 1500;	1 FTE certificated; 1.5 FTE classified; There are 50 part-time instructors and 75 contractors and their employees;	Optional. Community would need to seek alternative resources for recreation and enrichment.	Generates \$\$
<b>Community-Based English Tutoring</b>	Support services for Family Literacy program	Serves 500 Family Literacy students	.2 FTE - Resource teacher; 10 FTE classified	Optional.	Grant-funded (indicate how much brought in)

Program	Summary	# Students	# FTE	Rationale	Cost Benefit Analysis
<b>1 - MUST KEEP: Legally-mandated (state or federal) or core curriculum</b> <b>2 - SHOULD KEEP: Intervention/Foundational Program;</b> <b>3 - BENEFICIAL: Supplemental program/instruction</b> <b>4 - CAN BE ELIMINATED - Optional or alternative program</b>					
<b>Conferences</b>	The purpose of conferences attended by staff varies. Some address specific training required for mandated programs, grants, etc. while others are beneficial but non-essential.	Certain programs they receive require specific training (i.e. Program Improvement, AP, IB, and Title I)	N/A	Conference attendance should be limited strictly to training necessary to fulfill mandates and/or requirements (e.g. grant activities).	Conference attendance is often paid through categorical or grant funds.
<b>Connect Ed</b>	Automatic calling system that allows school sites to quickly and easily send time-sensitive voice and text notifications to entire communities, parents, faculty, and staff in minutes (often used to communicate student absences and communicate in emergency type situations). CUSD's primary means of communicating with SONGS in the event of an emergency or disaster.	all schools participate	0.2 FTE	Critical for safety and communication between school and home. Could significantly impact attendance rates.	\$3 per student. Paid by sites.
<b>Counselors</b>	Counselors are currently available at all middle and high schools and serve in various roles ranging from academic support and intervention. The specific purpose of 1802 counselors is to support students who were academically at risk and in need of intervention to pass CAHSEE requirements. They work closely with the guidance department and intervention class teachers. In this role, they interact with staff, parents, and students to ensure that individual and group needs of students are addressed. They are also involved with drug and alcohol preventions, social and emotional issues, and academic counseling.	All middle and high school students are impacted by counselors.	33.4	Counselors fill a critical need with both schoolwide and individual student issues. They have specific training to address student needs in academic planning/guidance, social-emotional needs, and interventions.	A combination of general and 1802 funding has been used for these positions.

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<b>Data Director</b>	Data warehouse and reporting system used by teachers and principals that allows instructional decisions to be based on data analysis . Also allows for easy creation and scoring of student benchmark assessments.	51000	Ed. Division and site staff	Part of NCLB Program Improvement plan and used to score and record progress monitoring benchmarks. Teachers and principals are able to access data to monitor student achievement and adjust instruction.	\$1 per pupil at non-Title 1 sites and \$2.90 per pupil at Title I sites so teachers have direct access to data. Additional \$1 per pupil if the test item bank is utilized.
<b>Districtwide Assessment</b>	PMAS & DIBELS (Assessments for K, 1 and 2)	Approx. 7,500	1 certificated manager 2.75 classified staff	Used for placement and monitoring	\$113000
<b>Elementary Summer School</b>	Serves students performing below the 33rd percentile. Extended School Year (ESY) for special education students must be provided.	2152	Additional Assignment Hours	No legal mandate for regular education students, except students receiving Title I Migrant Ed funding	\$120000
<b>ETAP Stipends</b>	Elementary Teaching Assistant Principals support schools by performing administrative duties such as IEPs, 504 plans, scheduling, Student Study Teams. They function as the on-site administrator in the absence of the principal. ETAP I's earn \$1000 and ETAP II's earn \$2,000 annually.	Most school sites have at least one ETAP.	No additional FTEs. ETAPs are teachers.	Critical for principals without APs and to the safety of the school.	\$113000
<b>Freshman Focus Summer School</b>	Serves students identified as At-Risk of not making a successful transition to the High School.	312	Additional Assignment Hours	No legal mandate for regular education students, except students receiving Title I Migrant Ed funding	\$51000

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<b>GATE</b>	<p>Gifted and Talented Education: Students are identified and are clustered in elementary school in order to address their high achieving abilities. Middle schools cluster students in accelerated social science and ELA classes. At the high school AP classes meet the needs of GATE Identified students. The OLSAT test is used to identify students and is administered once to eligible students and offered once on a fee based basis to parents who would like their child tested.</p>	<p>All schools have a GATE program. Secondary 5,011 Elementary 1,043</p>	1.10 FTE	<p>Not essential to the CORE curriculum. If eliminated, it would mean we could offer an accelerated program but would not have the ability to use the OLSAT as a means to identify new GATE students. A new accelerated program would have to be created to meet the needs of our high achieving students. The main costs are the testing, site supplies, training and program coordination at the district and at school sites.</p>	\$362,007
<b>Handwriting without Tears</b>	<p>Part of the CORE curriculum for handwriting. These are handwriting resources available to students. A decrease in Occupational Therapy referrals has been documented as a result of this program.</p>	<p>All students in K-4 - 18,987</p>	0 FTE	<p>If eliminated, there would be no research based handwriting instruction or resources.</p>	\$102,000 for handwriting books yearly.



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<b>High School Remedial Summer School</b>	Serves students in grades 10-12 who are credit deficient due to failed classes during the school year.	1285 - 1st semester; 944-2nd semester	Additional Assignment Hours	No legal mandate for regular education students except for seniors who need the units to graduate. We need to consider the potential impact on students' ability to graduate. The problem may be compounded further if Adult Ed is cut, as it was used in the past to support students needing to make up credits.	\$165000
<b>Hourly Instructional Programs Before and After School Classes</b>	Before and After school classes are offered to identified students who need additional support in reading, writing, mathematics, science, and social studies. In addition, CAHSEE preparation, homework club, and Driver's Education classes are offered.	5,275 students have been served so far this year.	275 Teachers have received additional assignment to teach these classes this year. Teachers are paid \$35.00 an hour.	Beneficial	This is a money generating program, contributing approximately \$1,240,000 in revenues (also reflects intervention offered through summer school). Driver's Education is a state-mandated program and CUSD will need to find alternative ways to provide the program.

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<b>International Baccalaureate</b>	IB is designed to provide an education based on international standards and is recognized internationally. Courses are taken in five separate disciplines plus an elective, additional science, or language. Students must also complete independent research, extensive community/school service, and the capstone Theory of Knowledge course. Completion of the IB Programme grants the IB Diploma. The IB assessment is very different from AP assessment with 20-25% awarded by teacher assessment, which is stringently monitored by IB. IB Diploma candidates are among the very top students in terms of admissibility to the UC system and private universities.	168 students at CVHS (Grades 11 and 12); 97 students at SCHS (Grades 11 and 12); Students in Grades 9 and 10 enrolled in pre-IB courses number approximately 400.	No additional FTEs are required to offer IB courses.	IB provides rigorous college-level coursework that prepares our most high achieving students for admission to competitive universities.	Grant funding is guaranteed through 2012. If IB is eliminated, schools would not be eligible to reapply since the legislative funding has been maximized. Future programs would be district funded.  CVHS receives an IB grant of \$12,240; SCHS receives an IB grant of \$23,000; These grants are used for teacher training. In addition, the general fund covers an annual fee of \$9150 as well as an annual per capita registration fee of \$116 per student. There is a potential for loss of ADA (approximately \$1M) if not offered within CUSD (students would transfer to SVUSD which is still offering the program).
<b>K-3 Class Size Reduction</b>	Kindergarten Option II CSR is revenue generating. Elimination of K-3 CSR would result in 30.5 students per class per contract. Elimination of CSR will allow impacted schools to house students without the addition of 16 portables at the elementary level.	15,085 students K-3	217 FTE teachers, reduction of custodians	Not essential to the CORE curriculum. Depending on how the State interprets the application of CSR. It would be valuable to keep Kindergarten Option II CSR. .	Option II CSR in K: revenue generating. \$2,360,000 in teachers plus eliminating the cost of \$2.8 million of 16 additional portables needed to house students.
<b>K-5 Assistant Principals</b>	APs support schools that either have large clusters of special education students, Title I students, or exceedingly large schools where it is impossible for one principal to meet all of the compliance issues. 3 Title I schools have a full time AP Title I funds pay for 1/2 and the district supports the other .5. Fifteen schools have a half time AP funded by the district.	18 schools, 10,800 students	10.5 FTE	Some APs will be needed to support special education and Title I schools to meet compliance and safety issues.	\$1,309, 000

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<b>K-8 Dual Immersion</b>	"Two-Way Language Immersion Program takes place at 2 elementary schools and 1 middle school. It is part of the NCLB mandated Program Improvement plan for the two elementary schools. San Clemente students matriculate to BAMS. Other Considerations: San Juan students currently in 4th grade will need to matriculate to a Two-Way middle school. Planning for a possible K-8 at San Juan Elementary School.	Las Palmas 511 San Juan 364 Bernice Ayer 65 Total 940	Net effect zero additional FTEs	If eliminated, PI schools would need to restructure with a new plan submitted to the State. Students attend from other parts of the district. If eliminated, students would return to the home school and potentially impact enrollment at the home school. For example, Las Palmas students come from various schools: 83 students from Lobo; 38 students from Vista del Mar; 37 students from Benedict; 45 students from Concordia; 31 students from Palisades; Las Palmas (195) attendance area or from one of the other schools. If eliminated schools would need to purchase English only textbooks.	Planning for a possible Two-Way K-8 site at San Juan. Cost unknown.

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<b>Language Assessment Center and TOSA/</b>	<p>The Language Assessment Center exists to assess and serve our 5,652 English Learners in the District. We are mandated, by state and federal laws, to assess all new English Learner students in English within 30 days of entry using the CELDT assessment. We are also required to assess all new EL students in their primary language within 90 days of enrollment. We are required to administer the CELDT annually until students are redesignated Fluent English Proficient. In addition, we must notify parents of student CELDT scores, program options, and recommended placement. The LAC translates IEPs, both written and oral. We are also required to administer the state Spanish Standards Test (STS). Furthermore, CUSD must comply with the legal mandate that requires school districts to provide written and oral translations for any language that is represented with 15% or more of its English Learners (Spanish).</p>	5,652 English Learners	.8 FTE Teacher on Special Assignment 2.7 FTE Bilingual Clerks / CELDT Testers	Legally Mandated by State and Federal Law	Funded by EIA. .8 FTE Teacher on Special Assignment \$68,000 2.7 FTE Bilingual Clerks \$172,000

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<b>Learning w/ Laptops</b>	Currently 4 schools participate in the Learning with Laptops program: LRMS (6-8), LRES, Oso and Chaparral Elementary (grades 3 -5). Student/Parent participation in the program is voluntary. Students purchase and bring their own Apple laptop computer to school every day. This program supports the integration of technology into the instructional program based on our State's and CUSD's rigorous content and performance standards. The Apple Store partners with the school district by providing discounts and technical support to all participants.	1 Middle School 3 elementary schools	Some tech support is required (.25 equivalent)	Optional	No additional cost to district. Tech support can be devoted to other needs.
<b>McKinney-Vento Federal Homeless Assistance Act</b>	The McKinney-Vento Federal Homeless Assistance Act is Title X, Part C of the No Child Left Behind Act. This legislation ensures educational rights and protection for children and youth experiencing homelessness. Districts are mandated to ensure that students are provided with full and equal access to an appropriate public education and that they experience success in school. Districts are required by law to have a District Homeless Liaison.	2850	.3 FTE Certificated .3 FTE Classified	Legally Mandated by State and Federal Law	2008-2009 Grant Award in the amount of \$110,000.

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<b>Middle School AP's</b>	The duties of middle school assistant principals include discipline, attendance, IEP participation, facilities, teacher evaluation, parent communication, community liaison, and curriculum oversight. The current staffing ratio allows one assistant principal for the first 1,000 students and an additional one for larger middle schools.	12000	17 FTEs	Middle School Assistant Principals are critical to ensuring safe school environments and supporting teachers and instructional programs. Administrative coverage and support are especially important to meet the unique needs of the middle school student and diverse student populations.	\$2,130,000(includes benefits)
<b>Middle School Summer School</b>	Serves students performing below the 33rd %ile for their grade and/or students with excessive F's.	954	Additional Assignment Hours	No legal mandate for regular education students, except students receiving Title I Migrant Ed funding	\$75000
<b>Partnership Academies</b>	Partnership Academies were created and are funded by the State legislature to provide integrated academic and occupational training to high school students. In some cases these students present a high risk of dropping out of school. CUSD currently has two Partnership Academies: the Automotive Academy at SCHS and the Health and Medical Occupations Academy at DHHS. Both schools applied for these grants which are renewed annually. Students benefit from hands-on experiences, internships, job shadowing, and an academic program aligned with the occupational program of the academy.	There are currently 119 students in the SCHS Automotive Academy with 23 on the wait list. There are approximately 300 students in the DHHS Health and Medical Occupations Academy.	No additional FTEs as students would be placed in regular classes if there are no academy classes.	Students in Partnership Academies are engaged in a core curriculum that integrates academic and vocational training preparing them for future success and careers.	Academies are funded at \$900 per student up to a total of 90 students. DHHS annually qualifies for the maximum amount (\$81,000). SCHS usually qualifies for about 85 students (\$76,500). In addition, Carl Perkins Career and Technical Education federal funds supplement the needs of these academies.

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<b>Peer Assistance Leadership (PAL)</b>	PAL is a peer-to-peer outreach program with the following goals: improved school attendance, reduced drug and alcohol abuse, a positive school climate, increased academic success, responsible behavior, and involvement in community service. The PAL Program teaches life skills and builds resiliency and assets in students. PAL students participate in tutoring, conflict management/mediation (high school), new student orientation, community service and prevention activities, and awards recognition. Nine of our middle schools and one of our high schools have PAL programs.	275 students at nine middle schools and one high school	No additional FTEs are required to offer PAL classes.	PAL programs promote the social and emotional development of students under the guidance of a trained teacher. Students achieve personal growth and in so doing are encouraged to positively impact the culture of school and community in a variety of ways. Orange County Department of Education provides training for PAL advisors and teachers at a minimal cost	Students fundraise for field trips. This is an elective class, but its elimination would require its students to enroll other elective classes. Most teachers have already been trained and ongoing training could be postponed. Per CUEA contract, stipend costs are calculated at \$1140 per site. There are currently a total of nine teachers receiving PAL stipends at a total cost of \$10,260.
<b>Primary Music (funded by Arts/Music Block Grant - 552)</b>	Primary music focuses on the state performing arts standards (K-3), and provides 1/2 hour lessons to students in primary grades. Typically, schools prioritize kindergarten for their primary lessons, but if PTA chooses to fund additional sections, additional students from Grades 1-3 may participate.	A baseline level of primary music is provided to approximately 5920 students. Additional students are served beyond the 5920 through supplemental support from PTA funds. This year, the combination of 552 funds and PTA gifts enabled approximately 10,750 students to receive primary music.	6.7 FTE	If not provided, schools would need to look at other options for providing music to primary level students or not provide music at all.	Using 552 funds, each school receives a baseline level of primary music (4 lessons weekly). School PTA's can supplement for additional lessons. If not funded, students in primary grades would not receive music instruction (unless PTA's hire outside vendors)

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<b>ROP</b>	The Regional Occupational Program (ROP) offers vocational courses in five career majors that include Arts and Design, Business and Marketing, Health Sciences, Public Services and Science and Applied Technology. The ROP supports the career pathways that have been developed in the CUSD 5 Year Career and Technical Education plan. CUSD participates in a joint ROP program with Laguna Beach USD.	5700	14 full-time 34 part-time (funded by ROP)		40% of ROP classes are held on CUSD campuses. We may need to staff those sections if ROP funding is reduced.
<b>SJHHS Textbook Costs - Grade 11</b>	SJHHS will add Grade 11 next year and will require additional textbooks.	575 11th graders	N/A	All students are required to have appropriate textbooks per the Williams' settlement	It is estimated that textbooks for students in Grade 11 at SJHHS will cost \$209,955 for 2009/2010.
<b>Staff Development</b>	Staff Development supports teacher learning of new textbook adoptions, best practices, and improvements in student achievement.vvFunded through , teachers have been reimbursed for this training through professional development block funds for attendance in staff development activities conducted outside the instructional day.	All CUSD teachers and instructional personnel (non-management), including instructional classified staff (10 hours per year for teachers/7 hours per year for eligible classified staff)	1 FTE director (in addition to other duties) 1 clerical position (responsible for other duties) 1 math resource teacher Additional assignment hours for teachers and classified staff	Elimination of the program will not immediately impact the classroom. Some training will be essential. Some professional development will be done during collaborative time at schools. Funds are also used to fund substitutes for inservice training and other costs related to curriculum development and support.	Significant savings (\$500,000+) through the elimination of professional development reimbursement. While professional development will continue to be an ongoing need for teachers, schools will need to embed professional development within the context of late-start and early out days.



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<b>Standards-Based Report Card (SBRC)</b>	2nd year of Board adopted 3 year roll- out plan to implement SBRC. A SBRC measures a student's progress towards the standards. Currently 18 schools are implementing the SBRC.	27 Elementary Schools will be using SBRC next year ('09 -'10) with 9 new schools beginning to use SBRC.	Part of Coordinator, Literacy and Instructional Materials responsibilities Supported by members of report card committee. In addition, TIS and Instructional Technology support the reporting system used for SBRC.	If eliminated, CUSD would have a bifurcated system of reporting student progress to parents. Applications for the Distinguished School Award will not receive maximum points if the school is not using a SBRC. Most districts in California have already implemented a SBRC. Operationally, five years of development, piloting and implementation would be lost if eliminated. The former report card provides parents with no information regarding a student's progress mastery of the California State Standards.	\$5,000 for training materials for teachers and communication materials for parents at the 9 new schools for 09-10.
<b>State-mandated testing</b>	Coordinate, administer, and report state-mandated testing for district, including STAR (CST, Writing, EAP, CMA, CAPA, STS), CAHSEE, CELDT, and PE	51000	1 certificated manager 2.75 classified staff	State and Federally mandated	
<b>Summer School Transportation</b>	Serves Title I students who would otherwise not have transportation to summer school (and therefore would not be attending).	1550 students	Additional Assignment Hours	Critical for summer school attendance for our Title I students. Will reduce \$15,000 under current proposal.	Site EIA funds are used to pay for the transportation costs.

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<b>Textbook Adoption</b>	The state is allowing districts to waive the timelines for textbook adoptions. Using the current timelines which have already begun, math can be waived for one year and language arts for two years.	This will impact all students in CUSD by delaying the purchase of new textbooks.	N/A	Waiving textbook adoption will allow the district to sweep the funds we normally pay for a new adoption for the period of one to two years. This will become a Level 1 when we are required by the state to purchase new textbooks.	Waiving the adoptions of math and language arts will allow the district to capture these funds over the next two years. Text books are essential to the CORE program, but the delay in purchasing the new books will not impact teaching the curriculum. CUSD annually spends \$410,000 on consumable math books for grades K-2 so staff recommends the purchase of textbooks from our proposed adoption for the 2009-10 school year for these grades only. We will then purchase the remainder of the elementary and middle school math books in the 2010-11 school year. Math consumables for grades 6-8 will cost \$58,000. The total we will be saving for math 4-8 will be \$1,910,340. We will need to incorporate this amount back into our budget for 2011 if the state requires us to honor the timeline at this time. Since we have not adopted a language arts program we cannot estimate savings at this time.
<b>TLC</b>	Teaming for the Learning of All Children: A full inclusion pilot program that allows special education students who are mild to moderate to be serviced at their home school in a full inclusion environment with additional support. TLC also functions as an early intervention and prevention program. Each school has an additional special education teacher in order to support "at risk" students.	5 Elementary Schools	5 FTE	Elimination of the program may require some special education students to return to a more restrictive environment and additional students may qualify for special education services.	\$380000

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<b>TOSA GATE/AAA</b>	The district GATE Coordinators conduct training for site coordinators and teachers district wide. They coordinate and administer the OLSAT testing which identifies GATE students. They answer a myriad of questions for parents and work with them on their child's testing and placement. They hold parent support meetings delivering training on parenting skills for gifted children. One teacher serves middle school (.4) and one serves elementary (.7)	6,054 students district wide	1.1		approximately \$77,000
<b>TOSA Math Support</b>	This teacher position provides ongoing support to teachers and parents in the area of mathematics, CAHSEE interventions, mathematics placement in middle and high school, and curriculum adjustment. The position is currently funded out of the Professional Development Block grant.	All K-12 students receive indirect support in mathematics through this position.	1	This person ensures that all students K-12 are appropriately placed in math courses. Math placement is critical K-12.	\$105000
<b>TOSA Music</b>	This position provides support for various district music festivals, concerts, and honor groups. Entails coordination and scheduling of events, rehearsals, and other logistics necessary for their implementation. Also provides technical support in the area of music instruction.	Music groups in all middle schools and high schools	0.2	Optional. Will impact accomplishment of district's honor group and festival activities.	Funding for this position was provided through the Arts/Music Block grant.

[illegible]



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
And Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent *SL*

SUBJECT: **REDUCTION OF CERTIFICATED EMPLOYEES: NON MANAGEMENT  
PERSONNEL - RESOLUTION NUMBER 0809-49**

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**BACKGROUND INFORMATION**

On November 6, 2008, six weeks after the Governor signed the 2008-09 state budget, he announced that the state was already projecting an \$11 billion shortfall. The Governor immediately called a special Legislative session to address the fiscal emergency. Within the last two weeks, the California Legislature finally came to agreement on how to resolve its now \$40 billion deficit. While the actual impact to school districts is still not completely quantified, CUSD must prepare for the worst case scenario.

In order to maintain a balanced budget and retain only those services and programs deemed most essential to the educational mission, the district is faced with the difficult task of eliminating programs and/or services for the 2009-10 fiscal year. California law requires that certificated employees be notified no later than March 15 if there is a possibility they may be reassigned or laid off from their current position in the ensuing year.

**CURRENT CONSIDERATIONS**

This agenda item proposes for Board consideration the reduction or discontinuance of particular kinds of services and programs as identified in Resolution No. 0809-49, Exhibit A. Further, this item seeks authorization for the Superintendent and/or designee to provide notice to certificated employees who may be laid off or reassigned in accordance with Education Code 44949 and 44955, Exhibit B. The criteria to be used in determining the order of layoff of certificated employees is based solely on seniority, credential and programmatic need.

With this agenda item, the following positions are being proposed for elimination:

Particular Kind of Service or Program Certificated Non-Management Positions	Number of Full Time Equivalents
<i>Elementary Instructional Services (Self Contained Classrooms)</i>	
Kindergarten	3 FTE
1 <sup>st</sup> Grade	77 FTE
2 <sup>nd</sup> Grade	74 FTE
3 <sup>rd</sup> Grade	77 FTE
<i>Upper Grade Classrooms</i>	
Grades 4-6	11 FTE

**REDUCTION OF CERTIFICATED EMPLOYEES – NON MANAGEMENT PERSONNEL -  
RESOLUTION NUMBER 0809-49**

March 9, 2009

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Elementary Chinese	1 FTE
Elementary Music Teachers	22.6 FTE
<b><i>Secondary Instructional Services (Single Subject Course Offerings)</i></b>	
Grades 7-12	20 FTE
• English (5 FTE)	
• Social Science (4 FTE)	
• Math (4 FTE)	
• Life Science (4 FTE)	
• Foreign Language (1 FTE)	
• PE (2 FTE)	
<b><i>Instructional Support Services</i></b>	
Resource Teachers on Special Assignment	26 FTE
Special Education (Classroom & Program Restructuring, TLC)	5 FTE
Counselors	27 FTE
Psychologist	1 FTE
<b>TOTAL FULL TIME EQUIVALENTS</b>	<b>344.6 FTE</b>

The overall budget will be reduced in direct proportion to the FTE's identified in this agenda item.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees adopt Resolution No. 0809-49 and authorize the district to issue March 15 notices, Exhibit A.

DISCUSSION/  
ACTION

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

RESOLUTION FOR CERTIFICATED LAYOFF – NON MANAGEMENT PERSONNEL

Resolution No. 0809-49

WHEREAS, the Governor declared a fiscal emergency in the 2008-09 school year as the state experiences a \$40 billion deficit; and

WHEREAS, the Legislature's plan of mid year cuts in the 2008-09 fiscal year, including reductions to K-12 public schools, was signed by the Governor on February 20, 2009; and

WHEREAS, the Governor's proposed budget cuts to K-12 public schools in the 2009-10 fiscal year would require the District to cut approximately \$25 million; and

WHEREAS, in order to maintain a balanced budget and provide for essential services, the District must eliminate programs and services in the 2009-10 fiscal year; and

WHEREAS, it will be necessary to reduce or discontinue the particular kinds of services now being rendered by certificated personnel for the 2009-10 fiscal year as set forth herein; and

WHEREAS, the reduction or elimination of said services may result in the reassignment and laying off of certificated employees; and

WHEREAS, it is necessary for the Superintendent to give notice to employees who may be laid off as a result of reduction in services prior to March 15, 2009, which notice is subject to Board review and final decisions prior to May 15, 2009.

WHEREAS that the method of breaking seniority ties and the order of layoff of said employee shall be determined by the tiebreaker criteria and point assignment, as described in the attached exhibit, as incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED that the Superintendent of the District or his designee is hereby directed to give written notice to certificated employees pursuant to Education Code Sections 44949 and 44955 and any other relevant provisions of the Education Code prior to March 15, 2009 in order to reduce the number of certificated positions as follows:

<b>Particular Kind of Service or Program Certificated Non-Management Positions</b>	<b>Number of Full Time Equivalents</b>
<i>Elementary Instructional Services (Self Contained Classrooms)</i>	
Kindergarten	3 FTE
1 <sup>st</sup> Grade	77 FTE
2 <sup>nd</sup> Grade	74 FTE
3 <sup>rd</sup> Grade	77 FTE



RESOLUTION FOR CERTIFICATED LAYOFF – NON MANAGEMENT PERSONNEL

Resolution No. 0809-49

<b><i>Upper Grade Classrooms</i></b>	
Grades 4-6	11 FTE
Elementary Chinese	1 FTE
Elementary Music	22.6 FTE
<b><i>Secondary Instructional Services (Single Subject Course Offerings)</i></b>	
Grades 7-12	20 FTE
• English (5 FTE)	
• Social Science (4 FTE)	
• Math (4 FTE)	
• Life Science (4 FTE)	
• Foreign Language (1 FTE)	
• PE (2 FTE)	
<b><i>Instructional Support Services</i></b>	
Resource Teachers on Special Assignment	26 FTE
Special Education (Program/Classroom Restructuring, TLC)	5 FTE
Counselors	27 FTE
Psychologist	1 FTE
<b>TOTAL FULL TIME EQUIVALENTS</b>	<b>344.6 FTE</b>

BE IT FURTHER RESOLVED that the method of breaking ties and the order of termination of employees who first rendered paid service to the district on the same date shall be determined by the tiebreaker criteria and point assignment as described in the attached exhibit which is incorporated herein by this reference.

BE IT RESOLVED that the actual layoff of any employee is subject to the final review and determination of this Board after appropriate hearings and deliberations.

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Superintendent

Date March 9, 2009

c: Superintendent, Orange County Department of Education

## RESOLUTION FOR CERTIFICATED LAYOFF – NON MANAGEMENT PERSONNEL

Resolution No. 0809-49

### **Tiebreaker Criteria and Point System to be Applied when Certificated Probationary and Permanent Employees Share the Same First Date of Paid Service in a Probationary Position**

Education Code section 44955 (b) states in part:

As between employees who first rendered paid service to the District on the same date, the governing board shall determine the order of termination solely on the basis of needs of the district and the students thereof.

The Governing Board has determined that between certificated employees who first rendered service in a probationary position to the District on the same date, the order of termination shall be determined by reference to the tiebreaking criteria and point system assigned as follows:

- a. One (1) point if the certificated employee holds an English Language (EL) or equivalent certificate. (i.e. AB2913, SB395, 1969, LDS, BCLAD, CLAD, BCC, etc.).
- b. One (1) point for service at a Program Improvement school within the last two years.
- c. One (1) point for specialty teaching emphasis in Advanced Placement (AP) courses in the 2008-09 school year.
- d. One (1) point for specialty teaching emphasis in International Baccalaureate (IB) courses in the 2008-09 school year.
- e. One (1) point for each additional credential authorizing service in a subject currently not being rendered.
- f. One (1) point for holding a professional clear credential.
- g. One (1) point for each advanced degree (Masters, Doctorate).
- h. One (1) point for service as a teaching assistant principal (TAP) in the 2008-2009 school year.

Certificated employees who receive a Preliminary Notice of Layoff in the 2008-09 school year and who share the same date of first paid service in a probationary position shall be ranked by total points.

If the criteria listed above do not break a tie, the District shall hold a lottery by May 5, 2009. Each tied group within the same seniority band shall have the right to attend the lottery and pick a lottery number. In the absence of the employee, the Deputy Superintendent, Personnel Services will select a lottery number on behalf of the employee.

These criteria have been determined to best serve the needs of the District and students thereof, and will be applied effective 2009-10.



## CALIFORNIA EDUCATION CODE

**44949.** (a) No later than March 15 and before an employee is given notice by the governing board that his or her services will not be required for the ensuing year for the reasons specified in Section 44955, the governing board and the employee shall be given written notice by the superintendent of the district or his or her designee, or in the case of a district which has no superintendent by the clerk or secretary of the governing board, that it has been recommended that the notice be given to the employee, and stating the reasons therefor. Until the employee has requested a hearing as provided in subdivision (b) or has waived his or her right to a hearing, the notice and the reasons therefor shall be confidential and shall not be divulged by any person, except as may be necessary in the performance of duties. However, the violation of this requirement of confidentiality, in and of itself, shall not in any manner be construed as affecting the validity of any hearing conducted pursuant to this section.

(b) The employee may request a hearing to determine if there is cause for not reemploying him or her for the ensuing year. A request for a hearing shall be in writing and shall be delivered to the person who sent the notice pursuant to subdivision (a), on or before a date specified in that subdivision, which shall not be less than seven days after the date on which the notice is served upon the employee. If an employee fails to request a hearing on or before the date specified, his or her failure to do so shall constitute his or her waiver of his or her right to a hearing. The notice provided for in subdivision (a) shall advise the employee of the provisions of this subdivision.

(c) In the event a hearing is requested by the employee, the proceeding shall be conducted and a decision made in accordance with Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code and the governing board shall have all the power granted to an agency therein, except that all of the following shall apply:

(1) The respondent shall file his or her notice of defense, if any, within five days after service upon him or her of the accusation and he or she shall be notified of this five-day period for filing in the accusation.

(2) The discovery authorized by Section 11507.6 of the Government Code shall be available only if request is made therefor within 15 days after service of the accusation, and the notice required by Section 11505 of the Government Code shall so indicate. (3) The hearing shall be conducted by an administrative law judge who shall prepare a proposed decision, containing findings of fact and a determination as to whether the charges sustained by the evidence are related to the welfare of the schools and the pupils thereof. The proposed decision shall be prepared for the governing board and shall contain a determination as to the sufficiency of the cause and a recommendation as to disposition. However, the governing board shall make the final determination as to the sufficiency of the cause and disposition. None of the findings, recommendations, or determinations contained in the proposed decision prepared by the administrative law judge shall be binding on the governing board. Nonsubstantive procedural errors committed by the school district or governing board of the school district shall not constitute cause for dismissing the charges unless the errors are prejudicial errors. Copies of the proposed decision shall be submitted to the governing board and to the employee on or before May 7 of the year in which the proceeding is commenced. All

**CALIFORNIA EDUCATION CODE**

44949

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expenses of the hearing, including the cost of the administrative law judge, shall be paid by the governing board from the district funds. The board may adopt from time to time such rules and procedures not inconsistent with provisions of this section as may be necessary to effectuate this section.

(d) Any notice or request shall be deemed sufficient when it is delivered in person to the employee to whom it is directed, or when it is deposited in the United States registered mail, postage prepaid and addressed to the last known address of the employee.

(e) If after request for hearing pursuant to subdivision (b) any continuance is granted pursuant to Section 11524 of the Government **Code**, the dates prescribed in subdivision (c) which occur on or after the date of granting the continuance and the date prescribed in subdivision (c) of Section 44955 which occurs after the date of granting the continuance shall be extended for a period of time equal to the continuance.

## CALIFORNIA EDUCATION CODE

**44955.** (a) No permanent employee shall be deprived of his or her position for causes other than those specified in Sections 44907 and 44923, and Sections 44932 to 44947, inclusive, and no probationary employee shall be deprived of his or her position for cause other than as specified in Sections 44948 to **44949**, inclusive.

(b) Whenever in any school year the average daily attendance in all of the schools of a district for the first six months in which school is in session shall have declined below the corresponding period of either of the previous two school years, whenever the governing board determines that attendance in a district will decline in the following year as a result of the termination of an interdistrict tuition agreement as defined in Section 46304, whenever a particular kind of service is to be reduced or discontinued not later than the beginning of the following school year, or whenever the amendment of state law requires the modification of curriculum, and when in the opinion of the governing board of the district it shall have become necessary by reason of any of these conditions to decrease the number of permanent employees in the district, the governing board may terminate the services of not more than a corresponding percentage of the certificated employees of the district, permanent as well as probationary, at the close of the school year. Except as otherwise provided by statute, the services of no permanent employee may be terminated under the provisions of this section while any probationary employee, or any other employee with less seniority, is retained to render a service which said permanent employee is certificated and competent to render. In computing a decline in average daily attendance for purposes of this section for a newly formed or reorganized school district, each school of the district shall be deemed to have been a school of the newly formed or reorganized district for both of the two previous school years. As between employees who first rendered paid service to the district on the same date, the governing board shall determine the order of termination solely on the basis of needs of the district and the students thereof. Upon the request of any employee whose order of termination is so determined, the governing board shall furnish in writing no later than five days prior to the commencement of the hearing held in accordance with Section **44949**, a statement of the specific criteria used in determining the order of termination and the application of the criteria in ranking each employee relative to the other employees in the group. This requirement that the governing board provide, on request, a written statement of reasons for determining the order of termination shall not be interpreted to give affected employees any legal right or interest that would not exist without such a requirement.


(c) Notice of such termination of services shall be given before the 15th of May in the manner prescribed in Section **44949**, and services of such employees shall be terminated in the inverse of the order in which they were employed, as determined by the board in accordance with the provisions of Sections 44844 and 44845. In the event that a permanent or probationary employee is not given the notices and a right to a hearing as provided for in Section **44949**, he or she shall be deemed reemployed for the ensuing school year. The governing board shall make assignments and reassignments in such a manner that employees shall be retained to render any service which their seniority and qualifications entitle them to render. However, prior to assigning or reassigning any certificated employee to teach a subject which he or she has not previously taught, and for which he or she does not have a teaching credential or which is not within the employee's major area of postsecondary study or the equivalent thereof, the governing board shall require the employee to pass a subject matter competency test in the appropriate subject. (d) Notwithstanding subdivision (b), a school district may deviate from terminating a certificated employee in order of seniority for either of the following reasons: (1) The district demonstrates a specific need for personnel to teach a specific course or course of study, or to provide services authorized by a services credential with a specialization in either pupil personnel services or health for a school nurse, and that the certificated employee has special training and experience necessary to teach that course or course of study or to provide those services, which others with more seniority do not possess. (2) For purposes of maintaining or achieving compliance with constitutional requirements related to equal protection of the laws.



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
And Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent 

SUBJECT: **REDUCTION OF CERTIFICATED EMPLOYEES: MANAGEMENT  
PERSONNEL - RESOLUTION NUMBER 0809-52**

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**BACKGROUND INFORMATION**

Since November 2008, the unprecedented state fiscal crisis has wreaked havoc on educational systems across the state. While the California Legislature came to agreement on how to resolve its now \$40 billion deficit, school districts continue to struggle with the impact of the revised budget and effectively develop operating budgets for the 2009/10 school year. While the economy continues to suffer, it is likely that state revenues will be revised throughout the remainder of the 2008/09 school year. The overall projections and full extent of budget cuts for the 2009/10 school year is still not fully known.

To preserve its educational mission, CUSD must determine services and programs deemed most essential. In planning and preparing for the worst case scenario, California law requires that certificated managers be notified prior to March 15 for reassignment or layoff purposes. In addition, districts are advised to also notice certificated managers if there is the possibility of a salary or work year reduction. Certificated managers would receive final notice no later than June 30, 2009.

**CURRENT CONSIDERATIONS**

This agenda item proposes for Board consideration the reduction or discontinuance of particular kinds of services and programs as identified in Resolution No. 0809-52, Exhibit A. This item seeks authorization for the Superintendent and/or designee to provide notice to certificated managers who may be laid off or reassigned in accordance with Education Code 44951, Exhibit B. Additionally, this item seeks authorization to provide notice to all certificated managers who may experience a reduction in salary or work year in accordance with Education Code 44951 and 45022, Exhibit C.

With this agenda item, the following positions are being considered for elimination and/or salary or work year calendar reductions for the 2009-10 school year:

Particular Kind of Service or Program Certificated Management Positions	Number of Full Time Equivalents
<i>Certificated Management Services</i>	
Assistant Superintendent, Secondary Education	1 FTE
Assistant Superintendent, Special Education	1 FTE
Chief Communications Officer	1 FTE



**REDUCTION OF CERTIFICATED EMPLOYEES –MANAGEMENT PERSONNEL -  
RESOLUTION NUMBER 0809-52**

March 9, 2009

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Executive Director II, Elementary Support	2 FTE
Executive Director II, Risk Management & Compliance	1 FTE
Executive Director I, Consolidated Programs & Special Projects	1 FTE
Executive Director I, Assessment & Evaluation	1 FTE
Executive Director I, Safety & Student Services	1 FTE
Executive Director I, Special Education	1 FTE
Executive Director I, Personnel Services	1 FTE
Director VI, Instructional Support & Intervention	1 FTE
Director VI, Instructional Support & Staff Development	1 FTE
Director VI, Educational Technology	1 FTE
Director V, Special Education Resolution Specialist	1 FTE
Director IV, Pupil Services	1 FTE
Director IV, Preschool Special Education	1 FTE
Director II, School Readiness	.8 FTE
Coordinator, Literacy & Instructional Materials	1 FTE
Coordinator, Community Education	1 FTE
Coordinator, Special Education	1 FTE
Coordinator, Teacher Development/BTSA	1 FTE
High School Activities Directors	6 FTE
Program Specialist	4 FTE
Principal, Adult & Community Education	1 FTE
Elementary Assistant Principals	11 FTE
Middle School Assistant Principal	17.5 FTE
Community Education Assistant Principal	1 FTE
Administrator on Special Assignment	.4 FTE
<b>TOTAL FULL TIME EQUIVALENTS</b>	<b>62.7 FTE</b>

With this agenda item, the following positions are being considered for salary and/or work year calendar reductions:

School Principals (Elementary, Middle and High School)	54 FTE
Director IV, Transition Programs	1 FTE
High School Assistant Principals	16 FTE
<b>TOTAL FULL TIME EQUIVALENTS</b>	<b>71 FTE</b>

The overall budget will be reduced in direct proportion to the FTE's identified in this agenda item.

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees adopt Resolution No. 0809-52 and authorize the district to issue March 15 notices, Exhibit A.

DISCUSSION/  
332 ACTION

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

RESOLUTION FOR CERTIFICATED LAYOFF-MANAGEMENT PERSONNEL

Resolution No. 0809-52

WHEREAS, the Governor declared a fiscal emergency in the 2008-09 school year as the state experiences a \$40 billion deficit; and

WHEREAS, the Legislature's plan of mid year cuts in the 2008-09 fiscal year, including reductions to K-12 public schools, was signed by the Governor on February 20, 2009; and

WHEREAS, the Governor's proposed budget cuts to K-12 public schools in the 2009-10 fiscal year would require the District to cut approximately \$25 million; and

WHEREAS, in order to maintain a balanced budget and provide for essential services, the District must eliminate programs and services in the 2009-10 fiscal year; and

WHEREAS, it will be necessary to reduce or discontinue the particular kinds of services now being rendered by certificated management personnel for the 2009-10 fiscal year as set forth herein; and

WHEREAS, the reduction or elimination of said services may result in the reassignment and laying off of certificated managers; and

WHEREAS, it is necessary for the Superintendent to give notice to employees who may be laid off as a result of reduction in services prior to March 15, 2009, which notice is subject to Board review and final decisions prior to May 15, 2009.

WHEREAS, it is necessary for the Superintendent to give notice to employees who may experience a reduction in salary or work year calendar prior to March 15, 2009, with final notice being given before June 30, 2009.

NOW, THEREFORE, BE IT RESOLVED that the Superintendent of the District or his designee is hereby directed to give written notice to certificated employees pursuant to Education Code Section 44951, 45022 and any other relevant provisions of the Education Code prior to March 15, 2009 in order to reduce the number of certificated positions as follows:

# RESOLUTION FOR CERTIFICATED LAYOFF-MANAGEMENT PERSONNEL

Resolution No. 0809-52

Particular Kind of Service or Program Certificated Management Positions	Number of Full Time Equivalents
<b><i>Certificated Management Services</i></b>	
Assistant Superintendent, Secondary Education	1 FTE
Assistant Superintendent, Special Education	1 FTE
Chief Communications Officer	1 FTE
Executive Director II, Elementary Support	2 FTE
Executive Director II, Risk Management & Compliance	1 FTE
Executive Director I, Consolidated Programs & Special Projects	1 FTE
Executive Director I, Assessment & Evaluation	1 FTE
Executive Director I, Safety & Student Services	1 FTE
Executive Director I, Special Education	1 FTE
Executive Director I, Personnel Services	1 FTE
Director VI, Instructional Support & Intervention	1 FTE
Director VI, Instructional Support & Staff Development	1 FTE
Director VI, Educational Technology	1 FTE
Director V, Special Education Resolution Specialist	1 FTE
Director IV, Pupil Services	1 FTE
Director IV, Preschool Special Education	1 FTE
Director II, School Readiness	.8 FTE
Coordinator, Literacy & Instructional Materials	1 FTE
Coordinator, Community Education	1 FTE
Coordinator, Special Education	1 FTE
Coordinator, Teacher Development/BTSA	1 FTE
High School Activities Directors	6 FTE
Program Specialist	4 FTE
Principal, Adult & Community Education	1 FTE
Elementary Assistant Principals	11 FTE
Middle School Assistant Principal	17.5 FTE
Community Education Assistant Principal	1 FTE
Administrator on Special Assignment	.4 FTE
<b>TOTAL FULL TIME EQUIVALENTS</b>	<b>62.7 FTE</b>

BE IT FURTHER RESOLVED that the Superintendent of the District or his designee is hereby directed to give written notice to certificated employees pursuant to Education Code Sections 45022 and 44951 and any other relevant provisions of the Education Code prior to March 15, 2009 in order to provide notice of a reduction in salary and/or work year calendar of certificated positions as follows:

School Principals (Elementary, Middle and High School)	54 FTE
Director IV, Transition Programs	1 FTE
High School Assistant Principals	16 FTE
<b>TOTAL FULL TIME EQUIVALENTS</b>	<b>71 FTE</b>

RESOLUTION FOR CERTIFICATED LAYOFF-MANAGEMENT PERSONNEL

Resolution No. 0809-52

BE IT RESOLVED that the actual layoff of any employee is subject to the final review and determination of this Board.

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Superintendent

Date March 9, 2009

c: Superintendent, Orange County Department of Education



## CALIFORNIA EDUCATION CODE

### 44951.

Unless a certificated employee holding a position requiring an administrative or supervisory credential is sent written notice deposited in the United States registered mail with postage prepaid and addressed to his or her last known address by March 15 that he or she may be released from his or her position for the following school year, or unless the signature of the employee is obtained by March 15 on the written notice that he or she may be released from his or her position for the following year, he or she shall be continued in the position. The provisions of this section do not apply to a certificated employee who holds a written contract with an expiration date beyond the current school year, or to a certificated employee holding a position that is funded for less than a school year, or to a certificated employee assigned to an acting position whose continuing right to hold this position depends on being selected from an eligible list established for the position, or to the termination of employment pursuant to Section 44955.



**CALIFORNIA EDUCATION CODE**

**45022.** The governing board of any school district shall fix and order paid the compensation of persons in public school service requiring certification qualifications employed by the board unless otherwise prescribed by law.





**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent

SUBJECT: **HIGH SCHOOL COURSE APPROVAL: COORDINATED SCIENCE I AND II**

**BACKGROUND INFORMATION**

Coordinated Science I, a course for students in Grade 9, replaces Integrated Science. Coordinated Science II, a course for students in Grade 10, replaces Life Science and a number of science electives that were not adequate preparation for the California Standards Tests. A committee of teachers worked with the Education Division to completely restructure and rewrite these curricula. Both courses meet graduation requirements in physical and life science.

Science courses were redesigned to: (a) improve the quality of curriculum relative to what students should know and be able to do, (b) support students in developing skills for advancement to biology, (c) expand laboratory activities, and (d) provide better alignment with the California Standards Tests. Per NCLB requirements, the California Life Science Standards test is administered to all students in Grade 10 so that the results can be included in state accountability data. Coordinated Science I, Exhibit A, focuses on earth science. Coordinated Science II, Exhibit B, focuses on life science. Data shown in Exhibit C indicates that the Coordinated Science I curriculum is aligned with California State Standards.

**CURRENT CONSIDERATIONS**

This agenda item presents for Board consideration the adoption of the Coordinated Science I and II curricula (Exhibits A and B) to be implemented in the 2009-10 school year.

**FINANCIAL CONSIDERATIONS**

There is no additional financial impact to the general fund concerning adoption of this curriculum. The district currently has adequate textbooks for the Coordinated Science I and II classes.

**STAFF RECOMMENDATIONS**

It is requested that Board President Ellen Addonizio recognize Carolyn Williams, Assistant Superintendent, Secondary Education, who will present this item. It is recommended the Board approve the adoption of high school courses Coordinated Science I and Coordinated Science II, Exhibits A and B.

DISCUSSION/  
ACTION





**COORDINATED SCIENCE I  
ACADEMIC CONTENT STANDARDS  
(COURSE OUTLINE)  
GRADES 9 AND 10: 10 UNITS PER YEAR**

Coordinated Science I – 9<sup>th</sup> Grade

UNIT 1: Nature of Science (Chapter 1 – Weeks 1 – 5 of Semester 1)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
Investigation and Experimentation CSSS 1 a, b, c, d, f, g, j, k	<p>1. Students are able to write formal laboratory write-ups, including hypothesis, data collection, analysis, and conclusion. (I&amp;E 1b,c,d,j) – Chapter 1, pg 7-10</p> <p>2. Students know the difference between a variable and a constant and between an independent and dependent variable. (I&amp;E 1j) – Chapter 1, pg 9</p> <p>3. Students know that the difference between a hypothesis and theory is determined by the amount of supporting evidence. (I&amp;E 1f,k) – Chapter 1, pg 8, 12</p> <p>4. Students know when it is appropriate to use a model in a scientific investigation. (I&amp;E 1g) – Chapter 1, pg 11, 13</p> <p>5. Students can use the metric system during a scientific investigation and perform necessary unit conversions. – Chapter 1, pg 15-19</p>	<ul style="list-style-type: none"> <li>WS: Textbook Scavenger Hunt</li> <li>WS: Forming a Hypothesis</li> <li>Movie Notes: October Sky (Scientific Method)</li> <li>WS: Scientific Measurement</li> <li>WS: Determining Length, Area, and Volume</li> <li>WS: One Step Dimensional Analysis</li> <li>Student Workbook: pages 1-10</li> </ul>	<ul style="list-style-type: none"> <li>Activity: Measuring “Learning &amp; Memory”</li> <li>Activity: Measurements and Conversions</li> <li>Activity: Metric Squares</li> <li>Activity: Identify the Controls and Variables</li> <li>Creating Data Tables and Graphs</li> <li>Activity: Metric Scavenger Hunt</li> <li>Lab: Density of Liquids</li> <li>Lab: Observing the Uncertainty of Measurements</li> <li>Lab: Observing a Candle</li> <li>Lab: Practicing the Scientific Method</li> <li>Lab: Volume Venture</li> <li>Lab: Scientific Method and Graphing</li> <li>Lab: How Do You Measure in Metrics</li> </ul>	<ul style="list-style-type: none"> <li>Quiz: The Scientific Method</li> <li>Chapter 1 Study Guide</li> <li>Unit Exam</li> </ul>

Coordinated Science I – 9 <sup>th</sup> Grade UNIT 1: Nature of Science (Chapter 1 – Weeks 1-5 of Semester I)				
Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>6. Students know when to use a meter stick, triple-beam balance, beakers, graduated cylinders, etc. to measure and collect data. (I&amp;E 1a) – Chapter 1, pg 17-21</p> <p>7. Students can set up a graph that correctly illustrates the relationship between independent and dependent variables. (I&amp;E 1a) – Chapter 1, pg 22-26</p>		<ul style="list-style-type: none"> <li>Lab: Measuring Length in Metrics</li> </ul>	

Coordinated Science I – 9<sup>th</sup> Grade

UNIT 2: Physics (Chapters 3, 4, 5 – Weeks 6–11 of Semester 1)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
Physics CSSS 1a,b,c,d,e, 2a,b,c,d,f	<p>1. Students can distinguish between Newton's Three Laws and apply them in situational activities. (Physics 1b,c,d, 2f) – Chapter 4, all</p> <p>2. Students can distinguish between constant and average speed and solve problems involving each. (Physics 1a) – Chapter 3, pg 70-72</p> <p>3. Students know the difference between speed, velocity, and acceleration and can calculate and graph each. (Physics 1a,c, 2d,f, I&amp;E 1a) – Chapter 3, 72-77</p> <p>4. Students know the relationship between positive and negative acceleration and can graph the relationship. (Physics 1b,c, I&amp;E 1a) – Chapter 3, pg 78-79</p>	<p><u>Chapter 3</u></p> <ul style="list-style-type: none"> <li>Notes: 3.1 – Motion, Acceleration, and Forces (HO)</li> <li>Describing Motion</li> <li>Determining Speed</li> <li>WS: Jesse Owens in the 100 Meter Dash</li> <li>Notes: 3.2 – Acceleration (HO)</li> <li>WS: Velocity and Acceleration</li> <li>WS: "Speed, Velocity, and Acceleration"</li> <li>Notes: 3.3 – Motion and Forces (HO)</li> <li>Video Notes: Bill Nye: Force and Motion (HO)</li> <li>Student Workbook: pages 26-34</li> </ul> <p><u>Chapter 4</u></p> <ul style="list-style-type: none"> <li>Notes 4.1 - The Laws of Motion (KEY &amp; HO)</li> <li>Notes 4.2 - The Second Law of Motion (HO)</li> <li>Video Notes: Bill Nye: Gravity (HO)</li> <li>WS: Forces</li> <li>Notes 4.3 - The Third Law of Motion (HO)</li> <li>Student Workbook: pages 39-45</li> </ul>	<p><u>Chapter 3</u></p> <ul style="list-style-type: none"> <li>Lab: Finding the Speed</li> <li>Activity: Car Acceleration – Computer Research</li> <li>Lab: Measuring Speed and Velocity</li> <li>Lab: Domino Derby</li> <li>Activity: Comparing Motion</li> <li>Activity: A Walk in the Park</li> <li>Activity: A Speedy Journey</li> <li>Activity: Calculations of Motion</li> <li>Activity: Amusement Park Physics</li> <li>Activity: Speed, Velocity, and Acceleration</li> <li>Activity: Working with Examples of Motion</li> <li>Activity: Measuring Constant Speed</li> </ul>	<p><u>Chapter 3</u></p> <ul style="list-style-type: none"> <li>Chapter Exam</li> </ul> <p><u>Chapter 4</u></p> <ul style="list-style-type: none"> <li>Chapter Exam</li> </ul> <p><u>Chapter 5</u></p> <ul style="list-style-type: none"> <li>Chapter Exam OR Unit Exam</li> </ul>

Coordinated Science I – 9<sup>th</sup> Grade

UNIT 2: Physics (Chapters 3, 4, 5 – Weeks 6–11 of Semester 1)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>5. Students know the difference between balanced and unbalanced forces. (Physics 1b,c, 2f) – Chapter 3, pg 81-83</p> <p>6. Students know that friction and air resistance are forces. (Physics 1b,c, 2f) – Chapter 3, pg 83-86</p> <p>7. Students know that a force exerted on an object is equal to its mass times its acceleration. (Physics 1c) – Chapter 4, pg 101-103</p> <p>8. Students infer gravity works! And Bugs Bunny never studied gravity (but Wiley E. Coyote did; he forgets a lot). (Physics 1e, 2b) – Chapter 4, pg 104-106; Chapter 5, pg 132-133</p> <p>9. Students know that gravitational force is relative to mass and distance. (Physics 1e, 2b) – Chapter 4, pg 104-106; Chapter 5, pg 132-133</p>	<p><u>Chapter 5</u></p> <ul style="list-style-type: none"> <li>Student Workbook: pages 51-55</li> </ul>	<ul style="list-style-type: none"> <li>Activity: “Table Hockey” <u>Chapter 4</u></li> <li>Activity: Newton’s First Law of Motion</li> <li>Activity: Demonstrating Inertia</li> <li>Activity: Will an Elephant Fall Faster Than a Mouse?</li> <li>Activity: Changing Directions</li> <li>Activity: Newton’s Third Law of Motion</li> <li>Lab: The Friction 500 (Newton’s First Law)</li> <li>Lab: Newton’s Rockets</li> <li>Lab: The Rocket Balloon</li> <li>Project: Rocket Design</li> <li>Lab: The Effects of Gravity on Objects</li> <li>Lab: Falling Objects</li> <li>Lab: Parachutes</li> </ul>	



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UNIT 2: Physics (Chapters 3, 4, 5 – Weeks 6–11 of Semester I)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>10. Students know that an object's weight is dependent on gravitational forces. (Physics 1e) – Chapter 4, pg 106-108</p> <p>11. Students know the relationship between action and reaction forces. (Physics 1d) – Chapter 4, pg 113-114</p> <p>12. Students know the difference between potential and kinetic energy and how they are related. (Physics 2a,c) – Chapter 5, pg 130-131</p> <p>13. Students know that energy is neither created nor destroyed. (Physics 2c) – Chapter 5, pg 139-141</p>		<p><u>Chapter 5</u></p> <ul style="list-style-type: none"> <li>• Lab: Potential Energy</li> <li>• Lab: Golf Ball Potential and Kinetic Energy</li> <li>• Lab: Burning Cheese Puffs</li> </ul>	

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UNIT 3: Astronomy (Chapters 7, 8, 26 – Weeks 12 – 17 of Semester I)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
Earth Science CSSS 1 a,b,c d,e,f 2 a,b,c,d	<p>1. Students can read a Hertzprung-Russell (H-R) Diagram and infer that there is a relationship between the different physical characteristics of a star and their relationship to the star's life cycle. (ES 2d) – Chapter 26, pg 823-825</p> <p>2. Students know the various life cycles of a star. (ES 2d) – Chapter 26, pg 824-825; Chapter 19, pg 596</p> <p>3. Students know the basic structure and activities of Earth's sun (Sol). – (ES 1e, 2c) Chapter 26, pg 827-829; Chapter 25, pg 803</p> <p>4. Students can recognize the 3 main types of galaxies and know what the heck a galaxy is the first place, gosh darn it. – (ES 2b) Chapter 26, pg 831-832</p>	<p><u>Chapter 26</u></p> <ul style="list-style-type: none"> <li>Notes - The Hertzprung – Russell Diagram (KEY &amp; HO)</li> <li>Video Notes: Black Holes - “Monster of the Milky Way” (Nova) (KEY &amp; HO)</li> <li>Video Notes: “Life and Death of a Star” (History Channel’s Universe Series) (HO)</li> <li>Video Notes: “Death of the Sun” (National Geographic’s Naked Science Series) (KEY &amp; HO)</li> <li>Student Workbook: pages 317-324</li> </ul> <p><u>Chapter 8</u></p> <ul style="list-style-type: none"> <li>Information: Orbital Data for the Planets</li> <li>Video Anticipation Guide: The Rocky Neighbors</li> <li>Video Anticipation Guide: the Outer Planets</li> <li>Student Workbook: pages 83-90</li> </ul> <p><u>Chapter 7</u></p> <ul style="list-style-type: none"> <li>Notes: Section 7.1 &amp; 2 – Earth in Space &amp; Time and Seasons (HO)</li> <li>Notes: Section 7.3 – Earth's Moon (KEY &amp; HO)</li> <li>WS: 7.3 Reinforcement – Earth's Moon</li> </ul>	<p><u>Chapter 26</u></p> <ul style="list-style-type: none"> <li>Activity: “Life Cycle of a Star”</li> <li>Children’s Book</li> <li>Lab: Stars and the H-R Diagram</li> <li>(Nearest Stars Table, The Brightest Stars Table, Blank Diagram)</li> <li>Lab: The Big Bang Balloon (Parts 1 &amp; 2)</li> <li>Lab: Energy</li> <li>Production in Stars</li> <li>Lab: Sunspots and the Sunspot Cycle</li> </ul> <p><u>Chapter 8</u></p> <ul style="list-style-type: none"> <li>Activity: Creating a Constellation</li> <li>Lab: Comparing Planetary Distances</li> <li>Activity: Your Weight and Age on Other Planets</li> </ul> <p><u>Chapter 7</u></p>	<p><u>Chapter 26</u></p> <p><u>Chapter 8</u></p> <p><u>Chapter 7</u></p> <p><u>Unit Exam</u></p> <p><b>Semester 1: Final Exam Review</b></p>

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UNIT 3: Astronomy (Chapters 7, 8, 26 – Weeks 12 – 17 of Semester I)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>5. Students know the key features (shape, size, number of stars, etc) of the Milky Way and that it is home to Earth's solar system. (ES 2a) – Chapter 26, 834-835</p> <p>6. Students know the components of the Big Bang Theory. (ES 2g) – Chapter 26, pg 836-838</p> <p>7. Students know the relationship between the formation of the solar system and the characteristics of its major components (the sun, planets). (ES 1a,d) – Chapter 8, 220-237</p> <p>8. Students know the role asteroids have played in shaping the various components of the solar system. (ES 1f) – Chapter 7, pg 203; Chapter 8, 223-224, 229, 232, 236-237; Chapter 17, pg 536</p>	<ul style="list-style-type: none"> <li>Astronomy Test Terms – CH 26, 8 and 7</li> </ul>		

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UNIT 3: Astronomy (Chapters 7, 8, 26 - Weeks 12 – 17 of Semester I)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	9. Students know the current hypothesis for the formation of the solar system comes from evidence found on the Earth and moon. (ES 1b,c) – Chapter 7, pg 203-207; Chapter 17, pg 536; Chapter 22, pg 633			

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UNIT 4: Earth Science (Chapters 12, 17, 20 – Weeks 1-12 of Semester 2)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
Earth Science CSSS 3a,b,c,d,e 4a,b,c 5a,b,c,d,e, 6a,b,c 7a,b,c 8a,b,c 9a,b,c	1. Students know that the Earth is a dynamic planet that is constantly changing. (ES 1c) – Chapters 12, all; Chapter 17, all 2. Students know that geographic features (trenches, islands, mountains, oceans, volcanoes, etc.) provide evidence for plate tectonics. (ES 3a) – Chapter 12, pg 355-361, 375-376 3. Students know that plate boundaries can be determined by the presence of specific geographic features. (ES 3a,b) Chapter 12, pg 359 4. Students know why and how earthquakes occur and can measure their properties using the appropriate scale. (ES 3d) Chapter 12, pg 363, 366-367	<u>Chapter 12</u> • Student Workbook: pages 137-147 <u>Plate Tectonics:</u> • Notes: Earth's Internal Processes • Notes: Continental Drift (KEY & HO) • Notes: Plate Tectonics Basics (HO) • Notes: Plate Boundary Types (HO) • Video Notes – Birth of a Theory: Continental Drift (HO) • Video Notes – Naked Science's "Colliding Continents" (KEY & HO) <u>Earthquakes:</u> • Notes: 12.2 Earthquake (KEY & HO) • Notes: Earthquake Continued (HO) • Video Notes – Earthquake! (KEY & HO) <u>Earth's Structure:</u> • Notes: 12.3 Earth's Structure (HO) • WS: Earth's Interior (Reinforcement) <u>Volcanoes:</u> • Notes: 12.4 - Volcanoes • Video Notes – Volcano Under the City (HO)	<u>Chapter 12</u> <u>Plate Tectonics:</u> • Webvity: The Dynamic Earth • Lab: Discovering Plate Boundaries • Lab: Plate Tectonics <u>Earthquakes:</u> • Activity: Earthquakes • Lab: Run Activity – Travel Time Simulation • Lab: Virtual Earthquake • Lab: Virtual Earthquake – Online Version <u>Volcanoes:</u> • Lab: Volcanic Rocks and their Formation • Lab: Volcanoes: Where And Why? • Lab: Volcano Internet Assignment	<u>Chapter 12</u> Chapter 12 Review Sheet  <u>Chapter 17</u> Pre-Test  <u>Chapter 20</u> Unit Exam

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UNIT 4: Earth Science (Chapters 12, 17, 20 – Weeks 1-12 of Semester 2)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>5. Students know there are three types of volcanoes and can distinguish between them based on their properties. (ES 3e) – Chapter 12, pg 373-378</p> <p>6. Students know how much solar energy is reflected, absorbed, and captured by photosynthetic organisms and humans, and can compare that to Earth's internal energy. (ES 4a,b) – Chapter 17, pg 518-522, 529-530, 535-538</p> <p>7. Students know the role of the atmosphere in warming and protecting the Earth and Earth's organisms from solar radiation. (ES 4c, 5a) – Chapter 17, pg 520-522, 536-538</p>	<ul style="list-style-type: none"> <li>• Video Notes – Docudrama: Supervolcano! (HO)</li> <li>• Video Notes – FAQ's on Supervolcanoes</li> <li>• WS: Eruptions and Forms of Volcanoes (Reinforcement)</li> <li>• WS: The Impact of Volcanic Eruptions</li> <li>• WS: Volcano Wordsearch</li> </ul> <p><u>Chapter 17</u></p> <ul style="list-style-type: none"> <li>• Notes: 17.1 – Earth's Atmosphere (KEY &amp; HO)</li> <li>• Notes: 17.1 – Atmospheric Layers (KEY &amp; HO)</li> <li>• Notes: 17.1 – Energy, Water, and Clouds (KEY &amp; HO)</li> <li>• Overhead Blackline: Water Cycle</li> <li>• WS: Energy from the Sun (Reinforcement)</li> <li>• Our Restless Atmosphere: Ozone – Concept Map (HO)</li> <li>• Our Restless Atmosphere: Acid Rain – Concept Map (HO)</li> <li>• The Water Cycle – Concept Map (HO)</li> <li>• Notes: 17.2 – Weather (KEY &amp; HO)</li> <li>• Overhead Blackline: Coriolis Effect</li> </ul>	<p><u>Chapter 17</u></p> <ul style="list-style-type: none"> <li>• Activity: Temperature and the Earth's Atmosphere</li> <li>• Activity: Layers of the Atmosphere</li> <li>• Activity: Investigating Weather Maps</li> <li>• Activity: Newspaper Weather Page</li> <li>• Activity: Weather Map Challenge</li> <li>• Poster: Global Warming</li> <li>• Lab: Analyzing Weather Forecast Data (10 Day Forecast)</li> <li>• Lab: Global Climate Change</li> </ul> <p><u>Chapter 20</u></p> <ul style="list-style-type: none"> <li>• Activity: Journey on the Rock Cycle</li> <li>• Lab: Rocks</li> </ul>	

# Coordinated Science I – 9<sup>th</sup> Grade

UNIT 4: Earth Science (Chapters 12, 17, 20 – Weeks 1-12 of Semester 2)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
8. Students know that the tilt and rotation of the Earth is responsible for Earth's differential heating and the circulation patterns of the atmosphere and oceans. (ES 5a,b) – Chapter 7, pg 192-195; Chapter 17, pg 524-528, 532-533, 536 9. Students know the origin and effects of temperature inversions. (ES 5c) – Chapter 17, pg 519 10. Students know the carbon cycle and other biogeochemical cycles are driven by the Earth's energy sources. (ES 7a,b,c) – Chapter 17, pg 518-519, 522, 537 11. Students know the difference between weather and climate. (ES 6a) – Chapter 17, pg 529-530	<ul style="list-style-type: none"> <li>• Overhead Blackline: Weather Fronts</li> <li>• Overhead Blackline: Land/Sea Breezes</li> <li>• WS: Coriolis Effect</li> <li>• WS: What Is Weather</li> <li>• WS: The Weather Page</li> <li>• WS: Weather &amp; Fronts</li> <li>• WS: Weather Map Symbols</li> <li>• WS: Movement of Air</li> <li>• WS: Why Your Ears Pop</li> <li>• WS: Barometers</li> <li>• Video Notes: The Atmosphere in Motion</li> <li>• Our Restless Atmosphere: Global Warming – Concept Map (HO)</li> <li>• The Carbon Cycle – Concept Map (HO)</li> <li>• Our Restless Atmosphere: Our Use of Fossil Fuels – Concept Map (HO)</li> <li>• Video Notes: Naked Science: Angry Skies</li> <li>• Notes: 17.3 – Climate</li> <li>• Video Notes: “A Global Warning?”</li> <li>• Student Workbook: pages 199-209</li> </ul>	<ul style="list-style-type: none"> <li>• WS: Cycle of Rocks</li> </ul>	<p><u>Chapter 20</u></p>	

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UNIT 4: Earth Science (Chapters 12, 17, 20 – Weeks 1-12 of Semester 2)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>12. Students know the relationship between climate and geographic characteristics and how changes in one drive changes in the other. (ES 6b,c) – Chapter 17, 530-534</p> <p>13. Students can distinguish between the layers of the atmosphere based on temperature and chemical composition. (ES 8a) – Chapter 17, pg 518-519</p> <p>14. Students know that the Earth's atmosphere has changed over time and how the effects of volcanoes, variations of carbon dioxide concentrations, and the origin of atmospheric oxygen have driven these changes. (ES 8b) – Chapter 17, pg 518-519; Chapter 12, pg 375</p> <p>15. Students know the importance (location, role, composition, changes in) of the ozone layer. (ES 8c) – Chapter 17, pg 519, 538</p>	<ul style="list-style-type: none"> <li>• WS: Minerals and Rocks (Holt Chapter 17.3)</li> <li>• Student Workbook: pages 235-243</li> </ul> <p><u>Supplemental Materials</u></p> <ul style="list-style-type: none"> <li>• Video: Modern Mining and You</li> <li>• The Geography of Water in California</li> </ul>		



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UNIT 4: Earth Science (Chapters 12, 17, 20 – Weeks 1-12 of Semester 2)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>16. Students know that there are three main rock varieties and that their properties are derived from their formation. (ES 3c) Chapter 20, 617-635</p> <p>17. Students know the geologic and geographic characteristics of California and how they affect California's economy. (ES 9 a,b,c) – Supplemental Materials</p>			

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UNIT 5: Chemistry (Chapters 19, 22 – Weeks 15-17 of Semester 2; \*Time Permitting)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
Chemistry CSSS 1a,b,e 2e *1d; 2a,b	<p>1. Students know how to use the periodic table to find atomic number and mass,, and the different categories of elements. (Chemistry 1a,b) – Chapter 19, pg 584-587, 594-595</p> <p>2. Students know the distribution of mass in an atom. (Chemistry 1e) – Chapter 19, pg 584-587</p> <p>3. Students know how to draw Lewis dot structures. (Chemistry 2e) – Chapter 19, pg 594</p> <p>4. *Students know how to use the periodic table to determine the number of bonding electrons. (Chemistry 1d) – Chapter 22, pg 689-692</p> <p>5. *Students know how atoms form bonds to create molecules and can distinguish between ionic and covalent bonds. (Chemistry 2a,b) – Chapter 22, pg 694-702</p>	<p><u>Chapter 19</u></p> <ul style="list-style-type: none"> <li>Notes: 19.1 – Properties of Atoms (HO)</li> <li>Blackline Overhead: Atoms</li> <li>WS: Which Atom Is Which?</li> <li>WS: Atomic Structure</li> <li>WS: Subatomic Particle</li> <li>Notes: 19.2 – Atomic Mass (HO)</li> <li>Video Notes: Preliminary Assessment</li> <li>Video Notes: Exploring Atoms</li> <li>Video Notes: Pre-Test: Atomic Structure and the Periodic Table</li> <li>Video Discussion Questions</li> <li>WS: Structure of Matter</li> <li>Notes: 19.3 – The Periodic Table</li> <li>Notes: Electron Dot Diagram</li> <li>Notes: Periodic Table</li> <li>WS: Practicing the Periodic Table (Chart) (HO)</li> <li>WS: Why Atoms Combine (HO)</li> <li>WS: The Atoms Family (HO)</li> <li>WS: Atomic Information and Bohr Models</li> <li>WS: Navigating the Periodic Table (HO)</li> <li>WS: Families of Elements (KEY &amp; HO)</li> <li>WS: Color-Coded Periodic Table</li> <li>WS: Its Element-ary!!!</li> </ul>	<p><u>Chapter 19</u></p> <ul style="list-style-type: none"> <li>Activity: Little Merry Men</li> </ul>	<p><u>Chapter 19</u></p> <p>Video Quiz (Pre/Post)</p> <p>Periodic Table Quiz (2 versions)</p> <p><b>Semester 2: Final Exam Review</b></p>

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UNIT 5: Chemistry (Chapters 19, 22 – Weeks 15-17 of Semester 2; \*Time Permitting)

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
		<ul style="list-style-type: none"> <li>• WS: Periodic Table Crossword</li> <li>• WS: Periodic Table Wordsearch</li> <li>• WS: Who Am I?</li> <li>• Student Workbook: pages 21-228</li> </ul> <p><u>Chapter 22*</u> Student Workbook: pages 261-264</p>		



**COORDINATED SCIENCE II  
ACADEMIC CONTENT STANDARDS  
(COURSE OUTLINE)  
GRADES 9 AND 10: 10 UNITS PER YEAR**

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
<b>STANDARD I:</b> <b>INVESTIGATION AND EXPERIMENTATION</b> Scientific progress is made by asking meaningful questions and conducting careful investigations. As a basis for understanding this concept and addressing the content in the other four strands, students should develop their own questions and perform investigations.	1.1 Students will be able to identify reasons for inconsistent results. 1.2 Students will be able to identify sources of errors in experiments. 1.3 Students will be able to identify uncontrolled conditions in an experiment. 1.4 Students will be able to define and construct a hypothesis. 1.5 Students will understand how a theory evolves. 1.6 Students will be able to identify a sequence of events characteristic of natural phenomenon. 1.7 Students will recognize statistical variability.	1.1.1 Students will analyze scientific data. 1.1.2 Students will write a conclusion for a laboratory experiment. 1.1.3 Students will recognize the difference between controlled and uncontrolled experimentation. 1.1.4 Students will write a hypothesis. 1.1.5 Students will describe the difference between a hypothesis and theory. 1.1.6 Students will describe succession in an ecosystem. 1.1.7 Students will recognize the importance of multiple trials in an experiment.	Students will perform a lab using scientific methods.	Glencoe Life Science Resources, p. 25, “Reinforcement, What is Science?” Guided Reading Activity: Chapter 1, Resources, p. 20, “Directed Reading for Content Mastery, Exploring and Classifying Life.” Hands-on activity: Chapter 1, Resources, pp. 9-10, “Laboratory Activity, Scientific Methods.” Guided Reading Activity: Chapter 1, Resources, p. 31, “Enrichment, Redi’s Experiment.” Hands-on Activity: Chapter 1, Resources, p. 5-6, “Laboratory Activity, Classifying Seeds.” Guided Reading Activity: Chapter 1, Resources, p. 39-40,

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
<b>STANDARD 2:</b> <b>CELL BIOLOGY</b> The fundamental life processes of plants and animals depend on a variety of chemical reactions that occur in specialized areas of the organism's cells.	2.1 Students will use the microscope properly.	2.1.1 Students will identify parts and use of a microscope.	Students will perform labs using a microscope.	“Chapter Test, Exploring and Classifying Life.” Chapter 1 Unit Exam
	2.2 Students will describe how semi permeable membranes regulate transport into and out of the cell.	2.1.2 Students will demonstrate cell membranes regulating homeostasis.	Students will perform osmosis and diffusion labs.	Lab: Ch. 2, Resources, p. 5-6, “Comparing Cells.”
	2.3 Students will compare and contrast prokaryotic and eukaryotic cell structure and function.	2.1.3 Identify prokaryotic and eukaryotic cell structure and functions.	Students will diagram prokaryotic and eukaryotic cells.	Lab: Ch. 2, Resources, p. 9-12, “The Compound Light Microscope.”
	2.4 Students will describe how viruses differ.	2.1.4 Students will identify viruses.	Students will complete an enrichment activity comparing virus size and shapes.	Guided Reading Activity: Ch. 2, Resources, p. 5, “Study Guide Cell Structure.”
	2.5 Students will understand how energy from sunlight is captured by chloroplasts and stored through the synthesis of sugar from carbon dioxide.	2.1.5 Students will explain the process of photosynthesis.	Students will perform a lab demonstrating photosynthesis and respiration.	Guided Reading Activity: Ch. 2, Resources, p. 19-22, “Directed Reading for Content Mastery, cells.”
				Guided Reading Activity: Ch. 2, Resources, p. 27, “Reinforcement, Cell Structure.”
				Guided Reading

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Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				Activity: Ch. 2, Resources, p. 32, “Enrichment, The Size of Viruses.”
				Guided Reading Activity: Ch. 2, Resources, p. 33-35, “Note-taking Worksheet, Cells.”
				Guided Reading Activity: Ch. 2, Resources, p. 33-35, “Note-taking Worksheet, Cells.”
				Lab: Ch. 3, Resources, p. 5-6, “Lab, Observing Osmosis.”
				Lab: Ch. 3, Resources, p. 7-8, “Lab, Photosynthesis and Respiration.”
				Lab: Ch. 3, Resources, p. 9-10, “Lab, Diffusion.”
				Lab: Ch. 3, Resources, p. 11-14, “Lab, Oxygen and Photosynthesis.”

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Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>Guided Reading Activity: Ch. 3, Resources, p. 17-20, “Directed Reading for Content Mastery; Cell Processes.”</p> <p>Guided Reading Activity: Ch. 3, Resources, p. 26, “Moving Cellular Materials.”</p> <p>Guided Reading Activity: Ch. 3, Resources, p. 31-33, “Note-taking Worksheet, Cell Processes.”</p> <p>Guided Reading Activity: Ch. 3, Resources, p. 45-46, “Teaching Transparency Activity, Organic Compounds.”</p> <p>Lab Ch. 7, Resources, p. 5-6, “Lab, Observing Cyanobacteria.”</p> <p>Lab: Ch. 7, Resources, p. 9-10,</p>



## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
<b>STANDARD 3:</b> <b>GENETICS</b> Mutation and sexual reproduction lead to genetic variations in a population. A multi-cellular organism develops from a single zygote and its phenotype depends on its genotype, which is established at fertilization. The genetic composition of cells can be altered by incorporation of exogenous DNA into the cells.	3.1 Students will understand the process of mitosis. 3.2 Students will understand the process of meiosis and what cells are involved. 3.3 Students will know the general structures and functions of DNA, RNA and proteins. 3.4 Students will understand fertilization generates new and unique allele combinations. 3.5 Students will understand about half of their DNA comes from each parent.	3.1.1 Students will identify steps of mitosis. 3.1.2 Students will identify steps and location of meiosis. 3.1.3 Students will identify structures and functions of DNA, RNA and proteins. 3.1.4 Students will demonstrate fertilization using a punnett square. 3.1.5 Students will integrate the process of meiosis and the process of fertilization.	Students will perform a lab identifying stages of mitosis in plant cells. Students will perform a reinforcement activity identifying stages of meiosis. Students will perform a reinforcement activity describing the structures and functions of DNA and RNA. Students will perform lab activities modeling fertilization.	“Lab, Shapes of Bacteria.” Guided Reading Activity: Ch. 7, Resources, p. 23, “Reinforcement, What are Bacteria?” Guided Reading Activity: Ch. 7, Resources, p. 27, “Note-taking Worksheet, Bacteria.” Guided Reading Activity: Ch. 4, Resources, p. 17, “Directed Reading for Content Mastery, Overview, Cell Cycle” Guided Reading Activity: Ch. 4, Resources, p. 20, “Directed Reading for Content Mastery, Key Terms Cell Reproduction.” Guided Reading Activity: Ch. 4, Resources, p. 31-33, “Note-taking Worksheet, Cell

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
	<p>3.6 Students will understand the role of chromosomes in determining an individual's sex.</p> <p>3.7 Students will predict probable phenotypic outcomes for offspring based on the parents' phenotypes.</p>	<p>3.1.6 Students will recognize how the chromosomes for sex determination are inherited.</p> <p>3.1.7 Students will identify possible offspring genotype combinations based on the parents' phenotypes.</p>	<p>Students will create punnett squares for single gene traits.</p> <p>Students will perform a lab activity modeling sex determination.</p> <p>Students will perform a lab activity modeling inheritance of genetic traits.</p>	<p>Reproduction.” Hands on Activity: Ch. 4, Resources, p. 5, Ch. 4, p. 5, “Lab: Mitosis in Plant Cells.”</p> <p>Guided Reading Activity: Ch. 25, Resources, p. 25-27, “Section 1-3 Reinforcement, Cell Division and Mitosis, Sexual Reproduction and meiosis, DNA.”</p> <p>Guided Reading Activity: Ch. 4, Resources, p. 35-36, “Chapter Review.”</p> <p>Assessment: Ch. 4, Resources, p. 37-40, “Chapter Test, Cell Reproduction.”</p> <p>Hands on Activity: Ch. 5, Resources, p. 5- 6, “Lab: Mitosis in Plant Cells.”</p> <p>Hands on Activity: Ch. 5, Resources, P. 9- 10, “Lab: Genetic Traits.”</p>

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>Hands on Activity: Ch. 5, Resources, p. 11-12, “Lab: 50:50 Chances.”</p> <p>Guided Reading Activity: Ch. 5, Resources, p. 16-18, “Directed Reading for Content Mastery, Genetics, Genetics since Mendel, Advances in Genetics, Key Terms.”</p> <p>Guided Reading Activity: Ch. 5, Resources, p. 23-24, “Section Reinforcement, Genetics, Genetics Since Mendel.”</p> <p>Guided Reading Activity: Ch. 5, Resources, p. 26, “Enrichment, Double Trouble.”</p> <p>Guided Reading Activity: Ch. 5, Resources, p. 29-31, “Note-taking Worksheet, Heredity.”</p>

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>Guided Reading Activity: Ch. 5, Resources, p. 33-34, “Chapter Review Heredity.”</p> <p>Assessment: Ch. 5, Resources, p. 35-38, “Chapter Test, Heredity.”</p>
<b>STANDARD 4:</b> <b>ECOLOGY</b> Stability in an ecosystem is a balance between competing effects.	4.1 Students will understand biodiversity and the effects of changing habitats.	4.1.1 Students will identify succession in an ecosystem.	Students will perform a guided reading reinforcement activity.	Guided Reading Activity: Chapter 24, Resources, p. 22, “Directed Reading for Content Mastery, Interactions of Life.”
	4.2 Students will understand how ecosystems change.	4.1.2 Students will identify how human activity causes changes in an ecosystem.	Students will perform activity, modeling the effect of plastic in an ecosystem.	Guided Reading Activity: Additional Resources, Chapter 24, pp. 255-257, “Section 2, Populations.”
	4.3 Students will list variables in population growth rates.	4.1.3 Students can define variables in population growth rates.	Students will create graphic organizers of population growth rate models.	Assessment Transparency Activity: Chapter 24, Resources, p. 49, “Interactions of Life.”
	4.4 Students will understand the basics of the water, carbon and nitrogen cycles.	4.1.4 Students can identify the process of water, carbon, and nitrogen cycles.		
	4.5 Students will be able to identify the role of producers and decomposers in an ecosystem.	4.1.5 Students will be able to describe the roles of producers and decomposers in different ecosystems.	Students will perform lab modeling communities.	Hands-on Activity: Chapter 24, Resources, pp. 9-11, “Laboratory Activity,”
	4.6 Students will understand how energy flows through an ecosystem.		Students will create a food web of an	

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
		4.1.6 Students will synthesis the information about food webs and sequence the levels of an energy pyramid.	ecosystem.	<p>Communities.”</p> <p>Hands-on Activity: Chapter 24, Resources, pp. 13-16, “Laboratory Activity, Changes in Predator Prey Populations.”</p> <p>Activity: Additional Resources, Chapter 25, pp. 267—269, “Section 2, Cycles in Nature.”</p> <p>Activity: Additional Resources, Chapter 25, pp. 270-272, “Section 3, Energy Flow.”</p> <p>Hands on Activity: Chapter 25, Resources, pp. 9-12, “Laboratory Activity, the Rain Shadow Effect.”</p> <p>Guided Reading Activity: Chapter 25, Resources, p. 28, “Reinforcement, Cycles in Nature.”</p> <p>Guided Reading Activity: Chapter 26, Resources, p. 18,</p>

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>“Directed Reading for Content Mastery, How Ecosystems Change.”</p> <p>Hands-on Activity: Chapter 26, Resources, pp. 5-6, “Laboratory Activity, Studying a Land Ecosystem.”</p> <p>Guided Reading Activity: Chapter 26, Resources, p. 26, “Reinforcement, Biomes.”</p> <p>Guided Reading Activity: Chapter 27, Resources, p. 22, “Directed Reading for Content Mastery, Conserving Resources.”</p> <p>Hands-on Activity: Chapter 27, Resources, pp. 13-16, “Laboratory Activity, What to do with Plastic.”</p> <p>Ecology Unit Exam</p>

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
<b>STANDARD 5:</b> <b>EVOLUTION</b> The frequency of an allele in a gene pool of a population depends on many factors and may be stable or unstable over time. Evolution is a result of genetic changes that occur in constantly changing environments.	5.1 Students will understand why natural selection acts on phenotypes and not genotypes. 5.2 Students will understand how an individual can be a carrier for a disease or characteristic and not express it. 5.3 Students will understand the importance of mutations. 5.4 Students will understand the importance of variation within a species. 5.5 Students will know how natural selection determines the survival of organisms. 5.6 Students will know how to analyze fossil evidence.	5.1.1 Students will define phenotype and genotype and know the difference between the two. 5.1.2 Students will define heterozygous and homozygous and describe the process in which genes are passed from one generation to the next. 5.1.3 Students will define mutation and describe its role in evolution. 5.1.4 Students will identify how phenotypic variations can make some individuals more successful than others in the same environment. 5.1.5 Students will define natural selection and identify an individual's environmental fitness. 5.1.6 Students will identify and define the different types of fossils.	Students will perform a guided reading reinforcement activity modeling natural selection. Students will perform a guided reading enrichment activity about the mutation of Tuberculosis. Students will perform a lab modeling adaptations and natural selection. Students will perform a guided reading activity on fossils.	Guided Reading Activity: Ch. 6, Resources, p. 19, "Directed Reading for Content Mastery, Ideas about Evolution." Guided Reading Activity: Ch. 6, Resources, p. 25, "Reinforcement, Ideas about Evolution." Guided Reading Activity: Ch. 6, Resources, p. 28, "Enrichment, the Return of Tuberculosis." Guided Reading Activity: Additional Resources Ch. 6, pp. 64-66, "Section 1, Ideas about Evolution." Guided Reading Activity: Ch. 6, Resources, p. 19, "Directed Reading for Content Mastery, Sections 2-3."

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>Guided Reading Activity: Ch. 6, Resources, p. 26, “Reinforcement, Clues about Evolution.”</p> <p>Guided Reading Activity: Ch. 6, Resources, p. 29, “Enrichment, Evolution of Aquatic Mammals.”</p> <p>Guided Reading Activity: Additional Resources, Ch. 6, pp. 67-69, “Section 2, Clues about Evolution.”</p> <p>Hands On Activity: Ch. 6, Resources, p. 4, “Mini Lab, Living without Thumbs.”</p> <p>Guided Reading Activity: Ch. 6, Resources, p. 20, “Directed Reading for Content Mastery, Adaptations over Time.”</p> <p>Guided Reading</p>



## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>Activity: Chapter 6, Resources, p. 27, “Reinforcement, the Evolution of Primates.”</p> <p>Guided Reading Activity: Ch. 6, Resources, p. 30, “Enrichment, the Mystery Past of Neanderthals.”</p> <p>Guided Reading Activity: Additional Resources, Ch. 6, pp. 70-72, “Section 3, the Evolution of Primates.”</p> <p>Guided Reading Activity: Ch. 6, Resources, p. 35-36, “Chapter Review Adaptations over Time.”</p>
<b>STANDARD 6:</b> <b>PHYSIOLOGY</b> As a result of the coordinated structures and functions of organ systems, the internal environment of	<p>6.1 Students will understand homeostasis in the major body systems.</p> <p>6.2 Students will understand how body systems use oxygen and nutrients as well as remove toxic wastes.</p>	<p>6.1.1 Students will define homeostasis and give example of how this works in several of the major body systems.</p> <p>6.1.2 Students will identify which body systems are</p>	<p>Students will label a flow chart showing the sequence of events in the nervous system.</p> <p>Students will perform a directed reading for content mastery activity</p>	<p>Guided Reading Activity: Additional Resources, Ch. 17, p. 182, “Section 1, The Skeletal System.”</p> <p>Reinforcement: The Skeletal System, p. 27.</p>

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
the human body remains relatively stable (homeostasis) despite changes in the outside environment. Organisms have a variety of mechanisms to combat disease.	6.3 Students will know the major functions of the nervous system.	responsible for these body processes and how they function.	about the human immune response.	Enrichment: Bones of Animals, p. 30.
	6.4 Students will understand the human immune response.	6.1.3 Students will write a short description of how the nervous system works.	Students will perform a guided reading enrichment activity about viruses.	Guided Reading Activity: Additional Resources, Ch. 17, p. 185, "Section 2, The Muscular System."
	6.5 Students will know the role of antibodies in response to infection.	6.1.4 Students will identify the terms related to the human immune response.		Reinforcement: The Muscular System, p. 28.
	6.6 Students will know how vaccines protect from infectious disease.	6.1.5 Students will describe the response of antibodies to infection.		Directed Reading for Content Mastery: Sec. 1 and Sec. 2, p. 20.
	6.7 Students will understand the major differences between bacteria and viruses, as well as treatments against both.	6.1.6 Students will define vaccine and identify several different types.		Guided Reading Activity: Additional Resources, Ch. 17, p. 187, "Section 3, The Skin."
		6.1.7 Students will summarize the main characteristic of both bacteria and viruses and match the proper treatment for each type of infection.		Reinforcement: The Skin, p. 29.
				Chapter Review: Structure and Movement, p. 39.
				Reinforcement; Nutrition, p. 27.
				Reinforcement: The

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				Digestive System, p. 28.
				Directed Reading for Content Mastery: Nutrition and Digestion, p. 22.
				Mini Lab: Inferring How Hard the Heart Works, p. 3.
				Lab: The Heart as a Pump, pp. 5-6.
				Reinforcement: The Circulatory System, p. 27.
				Reinforcement: Blood, p. 28.
				Chapter Review: Circulation, p. 39.
				Reinforcement: The Lymphatic System, p. 29.
				Directed Reading for Content Mastery: Respiration and Excretion, p. 20.
				Lab: Lung Capacity,

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>p. 13.</p> <p>Reinforcement: The Excretory System, p. 26.</p> <p>Directed Reading for Content Mastery: Respiration and Excretion, p. 17.</p> <p>Guided Reading Activity: Additional Resources, Ch. 21, p. 185, "Section1, The Nervous System."</p> <p>Reinforcement: The Nervous System, p. 27.</p> <p>Directed Reading for Content Mastery: The Nervous System, p. 20.</p> <p>Mini Lab: Comparing Sense of Smell, p. 4.</p> <p>Lab: Improving Reaction Time, p. 5-6.</p> <p>Guided Reading Activity: Additional Resources, ch. 22, p.</p>

## Coordinated Science II – Grade 9-10

Standards	Goals	Performance Indicators	Model Integrated Tasks	Tools
				<p>185, “Section 1, The Endocrine System.”</p> <p>Reinforcement: The Endocrine System, p. 25.</p> <p>Directed Reading for Content Mastery: Immunity and Disease, p. 20.</p> <p>Reinforcement: Infectious Diseases, p. 26.</p> <p>Directed Reading for Content Mastery: Sec. 2 and Sec. 3, p. 19.</p> <p>Guided Reading Activity: Additional Resources, ch. 2, pp. 23-24, “Section 3, Viruses.”</p> <p>Physiology Unit Exam</p>

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
San Juan Capistrano, California

November 17, 2008

TO: Sherine Smith, Deputy Superintendent, Education

FROM: Carolyn Williams, Assistant Superintendent, Secondary Education

SUBJECT: **REPORT OF INFORMATION: PERFORMANCE OF COORDINATED  
SCIENCE I STUDENTS ON CALIFORNIA STANDARDS TEST IN  
EARTH SCIENCE, SPRING 2008**

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Several years ago, high school principals expressed concern about the instructional fidelity of Integrated Science, a course designed for students in Grade 9, who are not ready for success in Biology. Principals and Science Department Chairs cited several issues that they needed to resolve in restructuring Integrated Science. First, concerns were expressed regarding the quality of the curriculum relative to what students should know and be able to do. Further, the course did not support the advancement of students to Biology, a more rigorous, college prep, laboratory science course. Third, department chairs expressed concern over the absence of laboratory activities and evidence of a lack of consistency on the part of schools and teachers.

A committee of teachers worked with Division of Education staff for nearly two years to completely restructure and rewrite Science I as Coordinated Science I. The course is being piloted during the 2008/09 school year. Two teachers, Bob Burns (Aliso Niguel) and Susan Phelps (Capistrano Valley), made additional adjustments to the curriculum this summer.

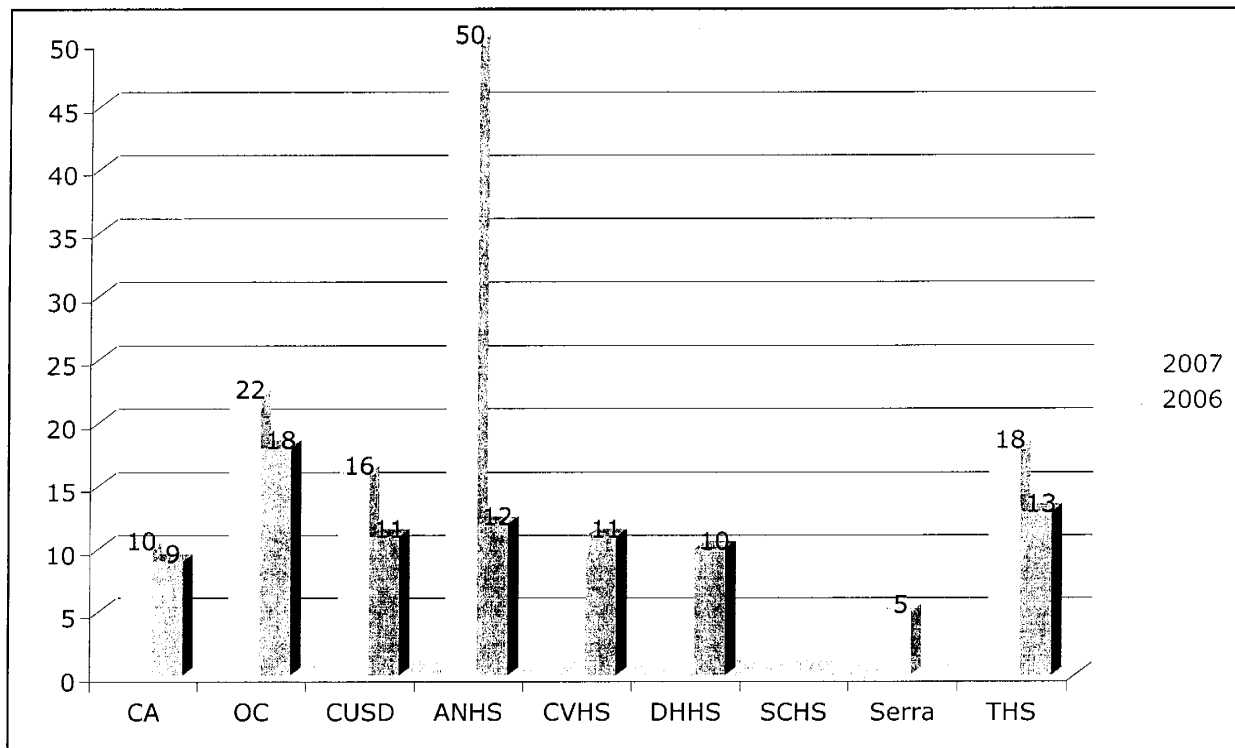
Another of the original concerns expressed by high school principals regarding Integrated Science was the poor performance of students in this class on the California Standards Test (CST) on the Integrated Science I test. Student performance on this CST was predictably poor since this test did not match what the students were being taught. The CST Integrated Science test is predicated on a student being enrolled in a three-year program fostered by the California Department of Education in which the student receives instruction in Biology, Chemistry, and Physics in an integrated fashion. Integrated Science I/II/III is considered a college-prep, laboratory science course of study that meets the "d" requirement for entrance to any California public university. Integrated Science, as taught in Capistrano Unified, did not meet the "d" requirement, and it was not a college prep laboratory science course. With rising standards under

NCLB, principals were concerned that any large group of failing students could place a school in program improvement.

Based on these concerns and meetings with high school science department chairs, it was agreed that the Coordinated Science I curriculum should focus on and prepare students to perform well on the Earth Science CST rather than the Integrated Science I test. Secondly, students should be prepared for transition and success in college-prep Biology.

Table One, below, provides evidence of the poor performance of District students on the Integrated Science CST in 2006 and 2007. In several instances, even the recorded performance is a significant distortion as few students actually attempted the examination. A case in point is the 2007 performance of Aliso Niguel students where only 14 students attempted the examination instead of a typical universe of over 250 students.

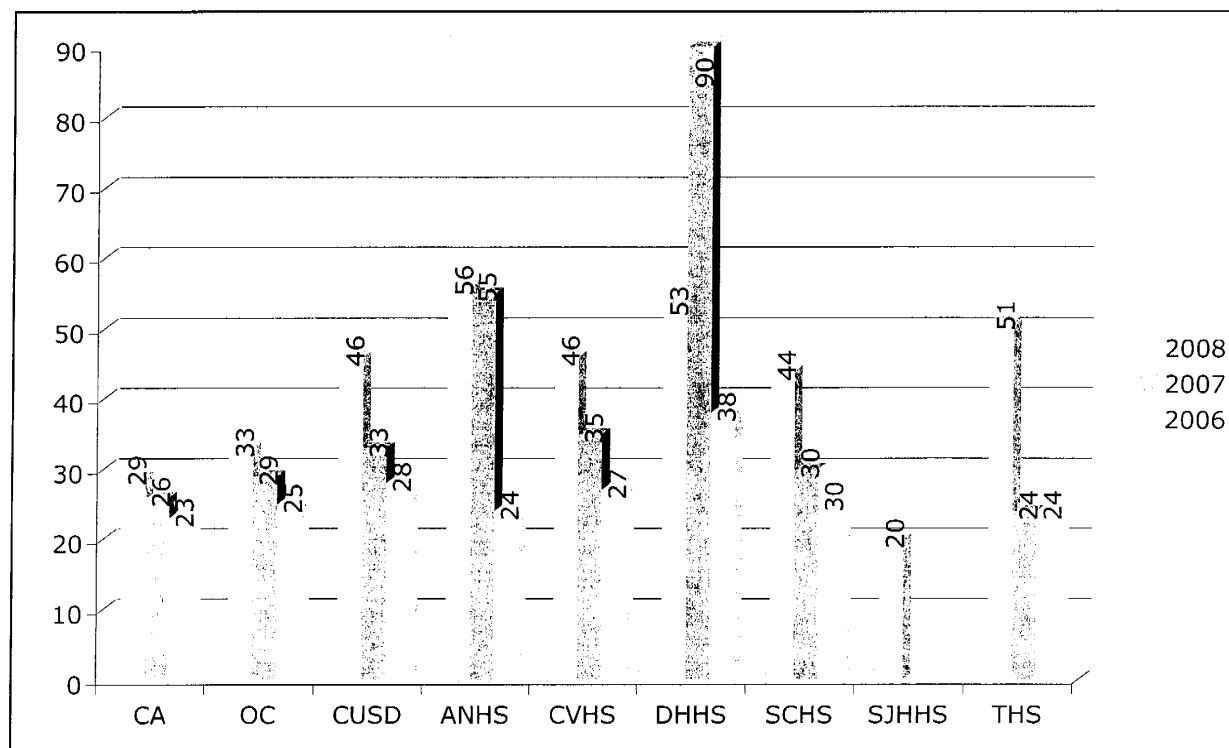
**Table One**  
 Percentage of Students Reaching Advanced and Proficient  
 Sorted by High School, District, County, and State  
 California Standards Test  
 Integrated Science  
 Spring 2007 and 2006 Administrations



Based on the performances shown in Table One, department chairs and principals initiated the process of restructuring Integrated Science. After a great deal of discussion it was agreed that the curricular focus of the new course—Consolidated Science I—would be Earth Science. This agreement was reached based on research conducted by members of the committee and department chairs. The research focused on the vocabulary inherent in all science CSTs, the level of the questions posed on a CST, the availability of supporting instructional materials, and classroom teacher expertise.

Prior to the 2008/09 school year, several comprehensive high schools began administering the Earth Science CST to their students to evaluate the efficacy of the hypothesis under study. Table Two, shown below, demonstrates the early results that were used for evaluation.

**Table Two**  
Percentage of Students Reaching Advanced and Proficient  
Sorted by High School, District, County, and State  
California Standards Test  
Earth Science  
Spring 2008, 2007, and 2006 Administrations



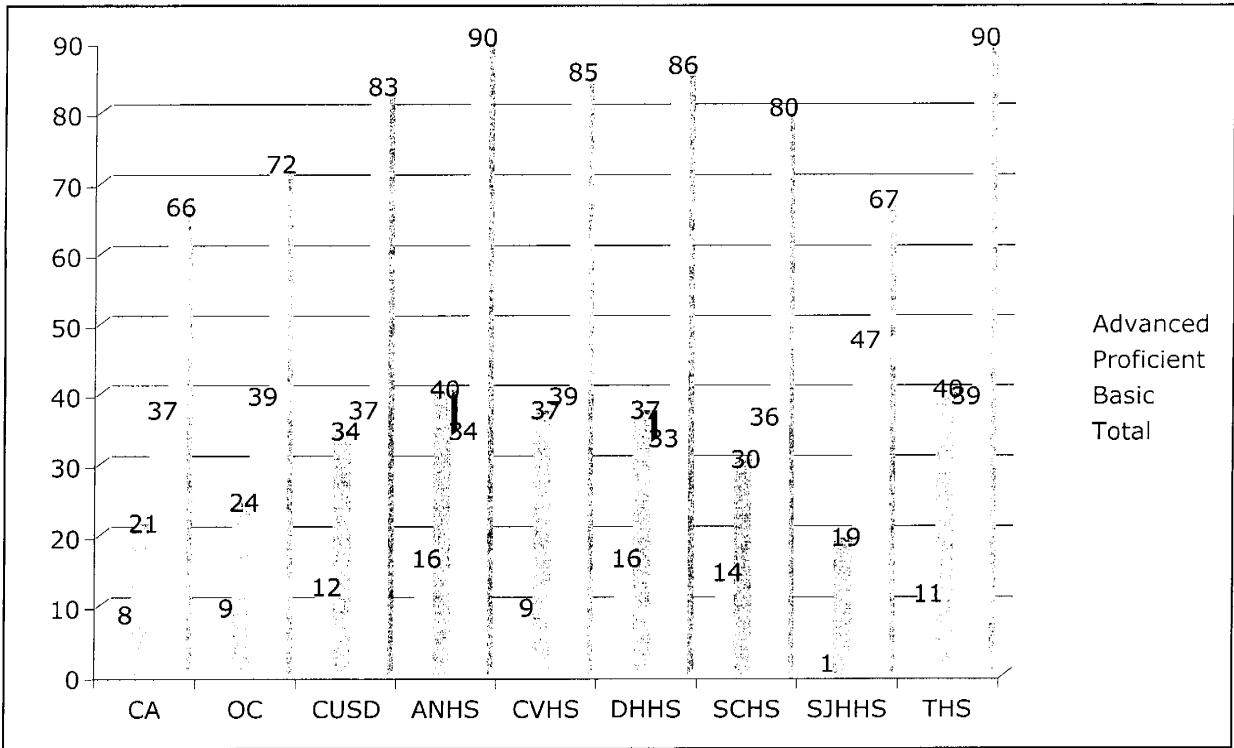
Results for the spring 2008 administration of the CSTs recently arrived in District. It is pleasing to report that the hard work put in by teachers, department chairs and



principals paid off. Scores improved dramatically, demonstrating that the issue was not having a focused curriculum for students.

Table Three, below, provides evidence of student achievement on the Earth Science CST at the spring 2008 administration. The green bar in Table Three shows the total percentage of students achieving at the basic or higher level on the Spring 2008 administration on the CST in Earth Science. Two schools, Aliso Niguel and Tesoro, had 90 percent of the students enrolled in Coordinated Science I score at the basic or above level. When one compares this result with those found in Table One, the change is dramatic. As one can readily see in Table Three, with the exception of San Juan Hills, the three other comprehensive high schools, Capistrano Valley, Dana Hills, and San Clemente, also demonstrated higher achievement.

**Table Three**  
Percentage of Students Reaching Basic or Better  
Sorted by High School, District, County, and State  
California Standards Test  
Earth Science  
Spring 2008 Administration



In summary, the hard work of principals, department chairs, teachers, and district administrators paid off. Students are now demonstrating their ability to grasp and master science concepts, more students are now enrolled in Biology than ever before

and, at least for the moment, a potential area that might have placed some high schools in NCLB "school improvement" has been avoided.

cc: Michelle Benham, Executive Director, Evaluation and Research  
High School Principals  
High School Science Department Chairs



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Ronald N. Lebs, Deputy Superintendent, Business and Support Services

SUBJECT: **APPROVAL: HOME TO SCHOOL TRANSPORTATION FEE INCREASE**

**BACKGROUND INFORMATION**

Capistrano Unified School District has provided home-to-school regular education transportation since unification in 1965. On March 16, 1992, the California Supreme Court in the decision of Arcadia Unified School District versus the State Department of Education affirmed an earlier lower court decision allowing local school districts to charge a fee for home-to-school bus service. Since 1992, in an effort to reduce transportation encroachment on the General Fund, CUSD has collected transportation fees from riders. The fees collected do not cover the fully allocated cost of student transportation.

Transportation fees are regulated by Education Code Section 39807.5. The Code requires the Superintendent of Public Instruction to establish the maximum allowable fee for pupil transportation. Current fees allowed by code are \$8.06 per day for regular education home-to-school transportation. CUSD's current fee is \$2.23 per day. A twenty percent increase would bring this cost to \$2.68 per day.

**Current Fee Schedule**

Type of Pass	1 <sup>st</sup> Child	2 <sup>nd</sup> Child	3 <sup>rd</sup> Child or More
Annual Round-Trip Pass	\$401.00	\$381.00	\$342.00
Annual One-way Pass	\$201.00	\$188.00	\$169.00
Semester Round-Trip Pass	\$221.00	\$210.00	\$187.00
Semester One-way Pass	\$111.00	\$105.00	\$95.00

**CURRENT CONSIDERATIONS**

This agenda item requests Board consideration for approval of an increase in fees charged for home-to-school bus service.

CUSD is currently facing another significant shortfall in our budget planning over the next two years. As a means to mitigate some of this shortfall, raising the fees collected from the users of

## **Approval: Home to School Transportation Fee Increase**

March 9, 2008

Page 2

transportation is necessary.

CUSD eliminated over 40 bus routes this year to realize a savings of \$3,500,000 to the general fund. The remaining 18 bus routes were to be funded by the state and bus pass fees. The current budget estimates projected for this year projects home-to-school transportation encroaching \$270,000 into the general fund, raising the fees collected from the users of transportation is necessary to offset a significant portion of this amount.

### **Proposed Fee Schedule For 2009/10 School Year**

<b>Type of Pass</b>	<b>1<sup>st</sup> Child</b>	<b>2<sup>nd</sup> Child</b>	<b>3<sup>rd</sup> Child or More</b>
Annual Round-Trip Pass	\$481.00	\$457.00	\$410.00
Annual One-way Pass	\$241.00	\$226.00	\$203.00
Semester Round-Trip Pass	\$265.00	\$252.00	\$224.00
Semester One-way Pass	\$133.00	\$126.00	\$114.00

For example a family of four students riding the bus, the current fees would be \$1,466. With the proposed increase in fees, the cost would be \$1,758.

### **FINANCIAL IMPLICATIONS**

Current fees for transportation remain well below the level allowed by the state. In the 2009/10 school year, bus pass sales will generate approximately \$600,000 in revenues. With the increase in fees, based on the 2008/09 school year, bus pass sales would generate an additional \$120,000 bringing the total to be collected to \$720,000. This will reduce the projected encroachment to \$150,000. Raising bus pass fees will offset a significant portion of this cost.

### **STAFF RECOMMENDATION**

It is respectfully requested that Board President Addonizio recognize Ronald N. Lebs, Deputy Superintendent, Business & Support Services, who will introduce this item. Mr. Lebs and Mike Patton, Executive Director, Maintenance/Operations & Transportation will be available to answer Trustees questions.

After discussion, it is respectfully requested that the Board of Trustees approve an increase of twenty percent to the home-to-school regular education transportation fee structure as shown in the above chart labeled Proposed Fee Schedule for 2009/10 School Year.

### **DISCUSSION/ ACTION**

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent

SUBJECT: **GYM FLOOR AND BLEACHER REPLACEMENT – DANA HILLS HIGH SCHOOL**

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**BACKGROUND INFORMATION**

During routine inspections, Maintenance Department staff documented the Dana Hills High School gym floor as exceeding its life expectancy. The gym floor is original to the 1973 school and has been sanded to its limit. The floor boards are splitting and are causing a safety issue. The existing bleachers are also original equipment and no longer meet current ADA code requirement and are difficult to pull out and scrape the gym floor when they are pulled out.

**CURRENT CONSIDERATIONS**

The purpose of this agenda item is to provide Trustees with the opportunity to discuss and provide direction to staff regarding replacing the gym floor and bleachers at Dana Hills High School. A copy of the project scope of work and estimate of costs is provided by WLC Architects, Inc. as Exhibit A.

**FINANCIAL IMPLICATIONS**

The District's costs for the improvements, as shown in Exhibit A, would be approximately \$570,047 and may be funded through Deferred Maintenance Funds.

**STAFF RECOMMENDATION**

It is respectfully recommended that Board President Ellen Addonizio recognize Ron Lebs, Deputy Superintendent, Business and Support Services, who along with John Forney, Director, Construction will introduce this item and answer any trustee questions.

INFORMATION/  
DISCUSSION



January 22, 2009

Revised February 3, 2009

## **PROJECT SCOPE OF WORK AND ESTIMATE**

Dana Hills High School Gym Floor and Bleacher Replacement Proposal  
Capistrano Unified School District  
Project 0814700.06

### **1. Existing Conditions:**

- a. The existing gymnasium floor is in poor condition. It is original to the 1973 school and has been sanded to its limit.
- b. The floor boards are splitting, and coming up when pressure is exerted on them. This is causing a safety issue. (See attached photographs). It has a main basketball court and four practice basketball nets. No striping exists for the practice courts.
- c. A plumbing water leak caused damage to the floor along the east wall.
- d. The baseboard along the perimeter is coming off, exposing a gap between floor and wall.
- e. The existing bleachers are also original equipment and no longer meet current ADA code requirement. They are difficult to pull out and the school indicated replacing the motor approximately six times a year.

### **2. Scope of Work:**

- a. Remove existing perimeter baseboard, door thresholds necessary to receive work and floor tile (at east wall).
- b. Remove existing maple wood floor and bleachers.
- c. Prepare sub floor and install new maple floor (specification to be determined along with District), baseboard, and bleachers maximize capacity to match existing.

**Exhibit A**  
**Page 1 of 7**

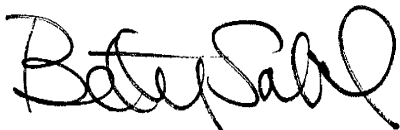


Project Scope of Work and Estimate  
Dana Hills High School Gym Floor and Bleacher Replacement Proposal  
Capistrano Unified School District  
Project 0814700.06  
February 3, 2009  
Page 2

3. **Construction Budget and Schedule**

- a. The construction duration would be 4 to 8 weeks. This includes 1 week for demo and sub floor preparation, 1 week for the wood floor to acclimate to the Dana Hills humidity, 3 to 4 weeks to install the floor and finally, 2 weeks to install bleachers.
- b. This can be submitted as a small project to DSA. Review time for small projects is 3 weeks. The bleachers are a deferred approval item and will need to be resubmitted to DSA once the shop drawings are completed by the Contractor.
- c. The total construction cost budget for the above scope plus contingency is \$490,504.
- d. The total soft cost for the project including contingency is \$79,543.
- e. The Total Project Budget would therefore be **\$570,047**. (Attached is Exhibit A with a detailed breakdown of the scope above.)

Prepared by,

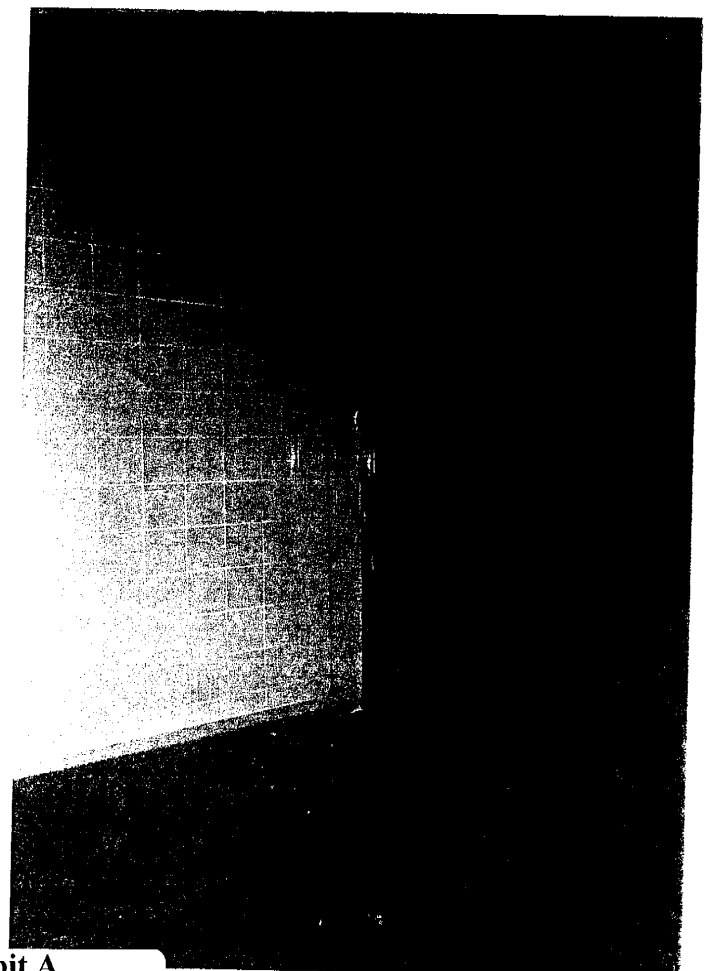
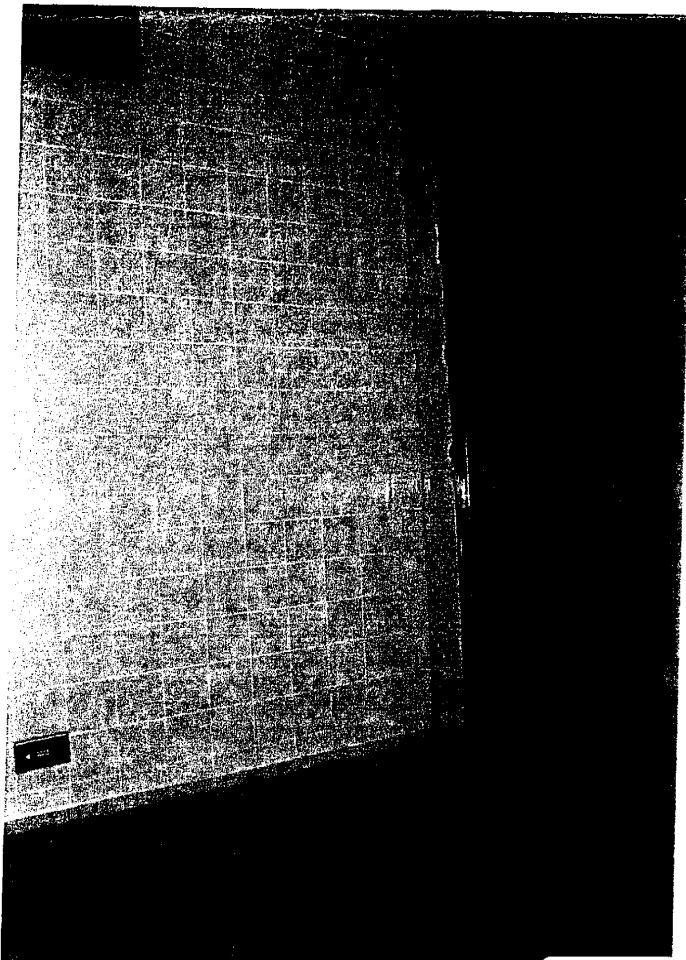
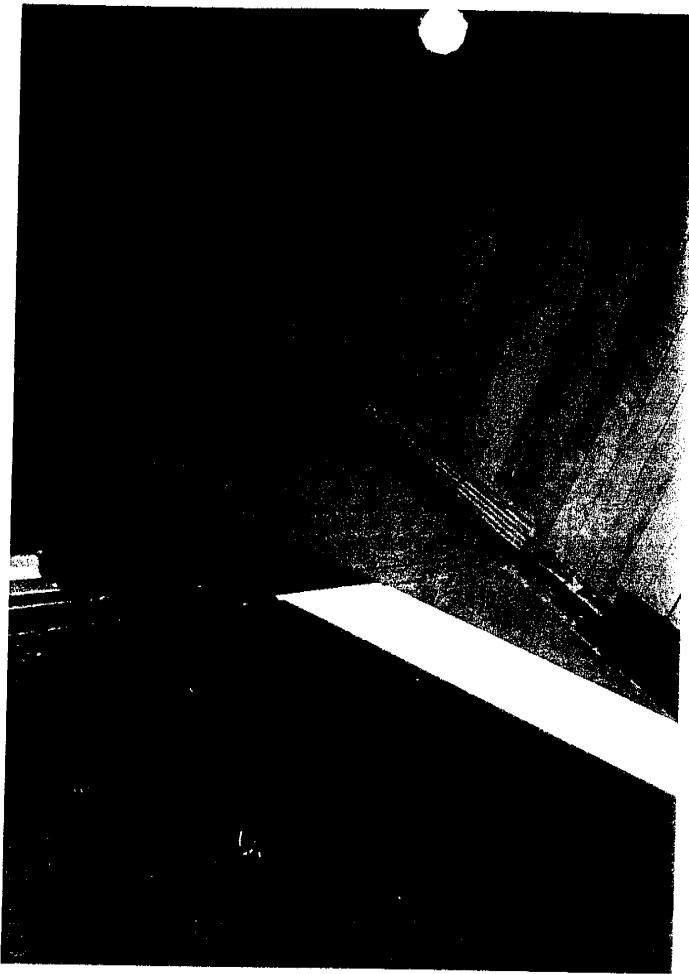


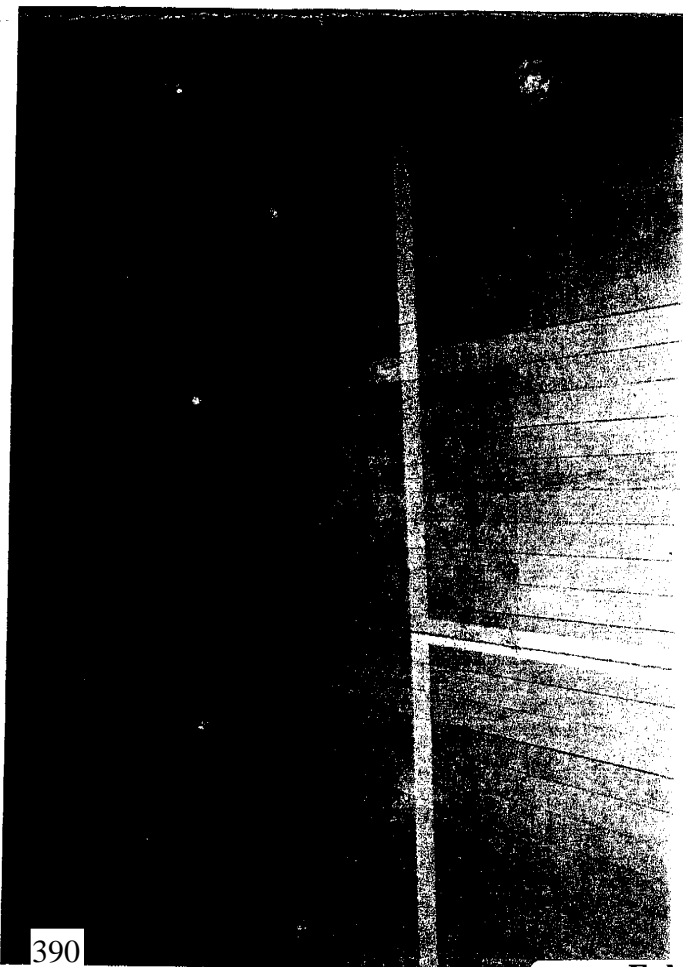
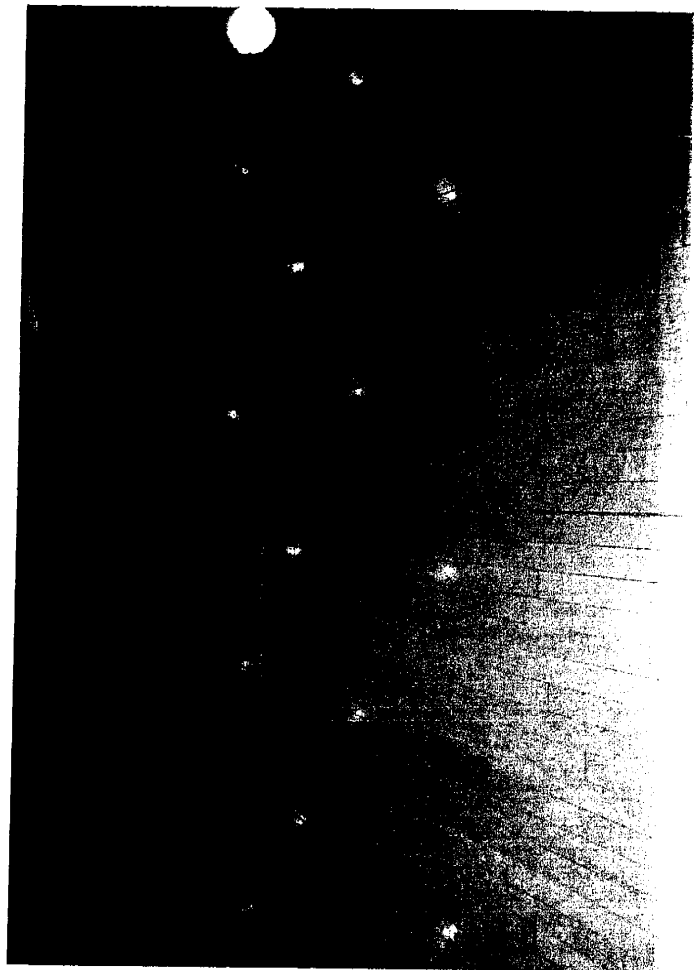
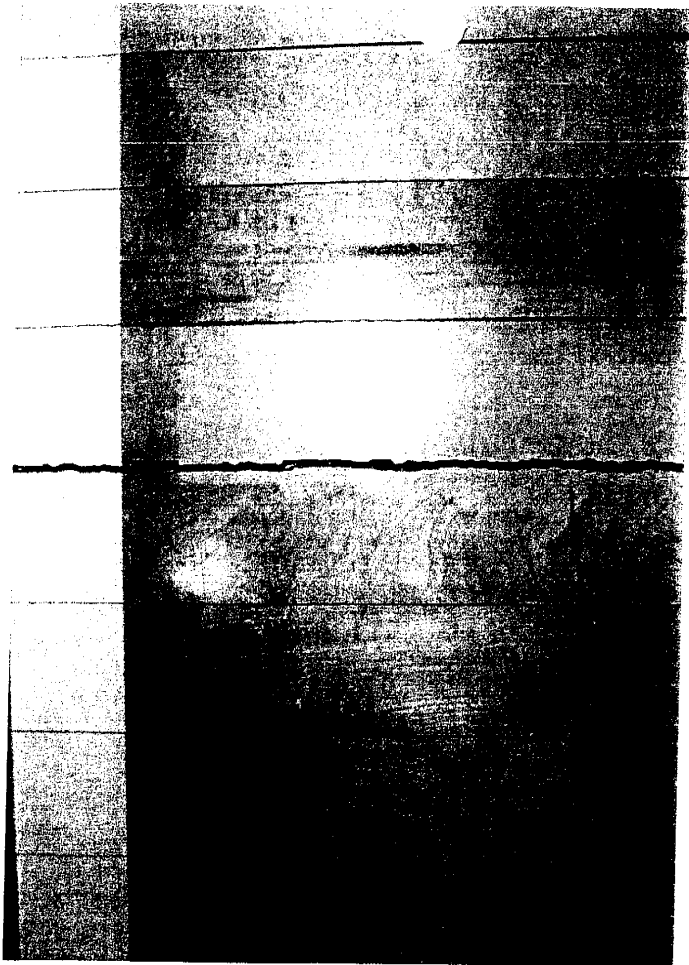
ELIZABETH SABOL  
Architect  
LEED™ AP

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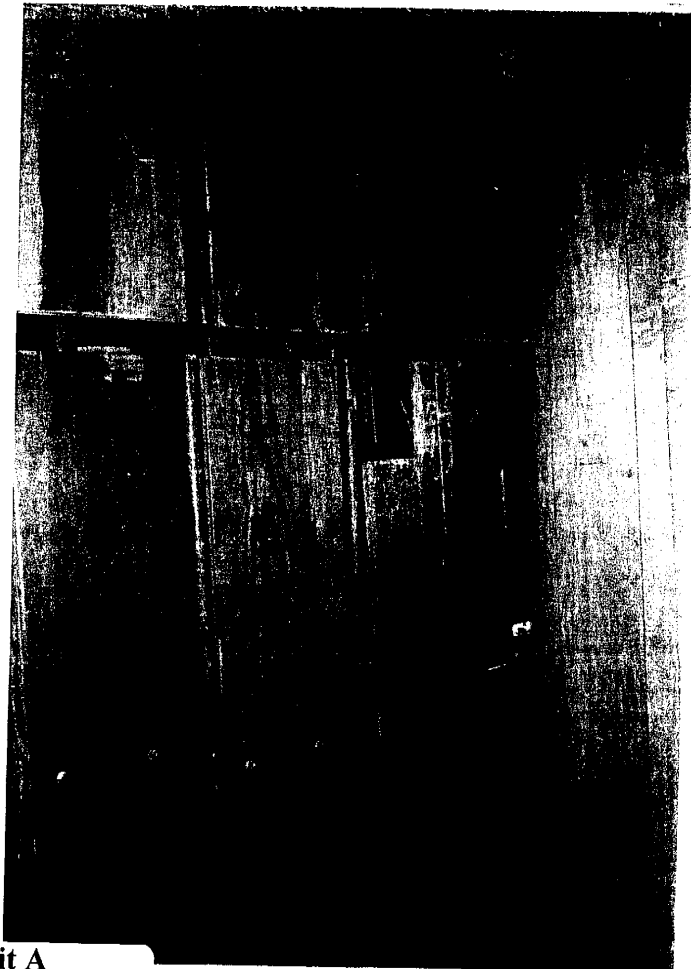
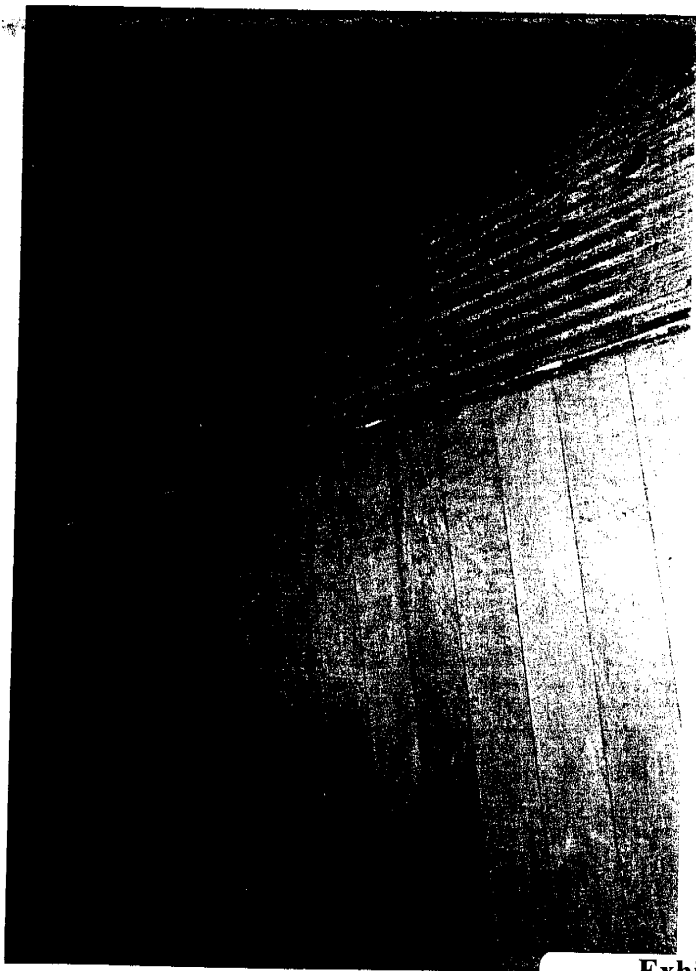
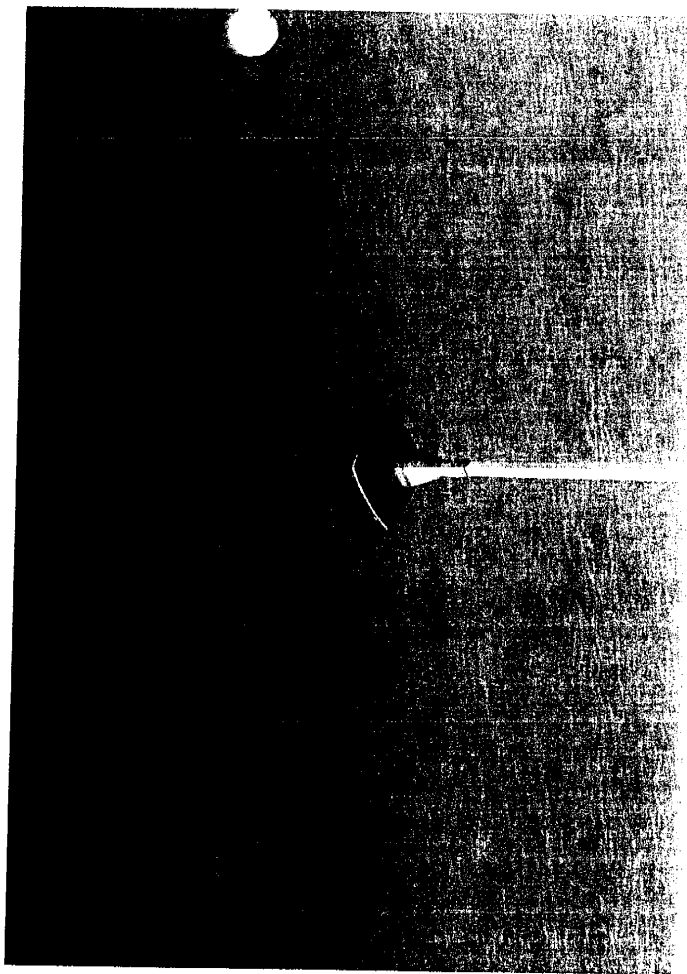
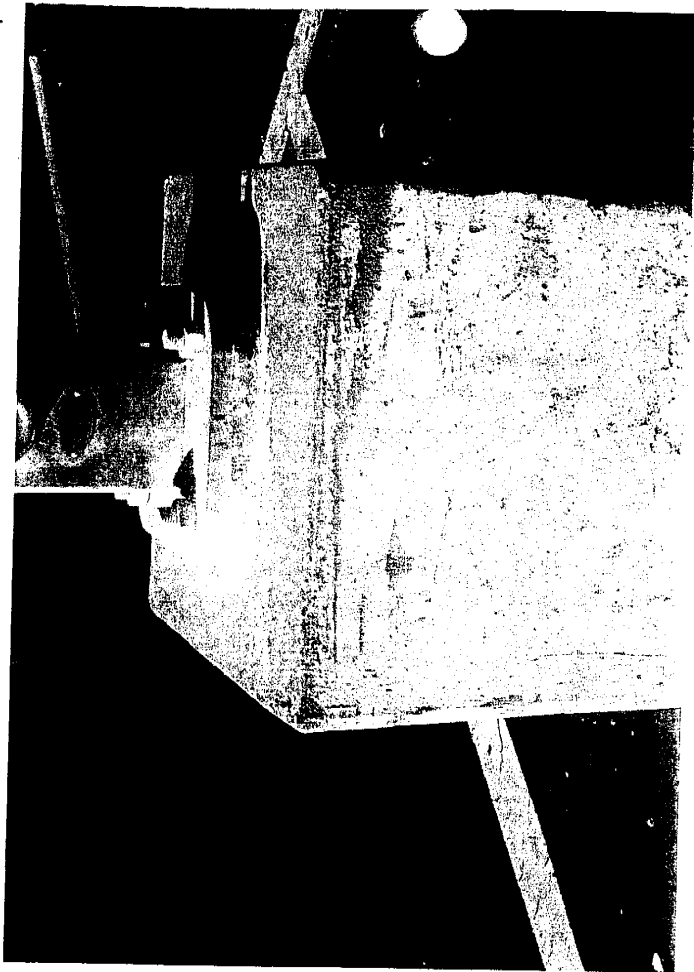
Enc: Photographs  
Exhibit A Cost Estimate

cc: Ronald N. Lebs, Deputy Superintendent of Business and Support, Capistrano Unified School District  
John Forney, Director, Department of Construction, Capistrano Unified School District  
Robert Hensley, Architect, AIA, Principal, WLC Architects, Inc.





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CAPISTRANO UNIFIED SCHOOL DISTRICT  
DANA HILLS HIGH SCHOOL  
Gymnasium Floor and Bleacher Replacement - EXHIBIT "A"

February 3, 2009

	Percent Factor	Percent Project	Budgeted Amount	Estimated OPSC Funding
<b>A. ESTIMATED CONSTRUCTION (HARD) COSTS</b>				
1 New Maple Wood Floor			\$ 148,500	
2 New Bleachers			\$ 198,300	
3 Sustainable Architecture			\$ -	
4 Remodel of Existing Buildings			\$ -	
5 General Site Development			\$ -	
6 <b>Subtotal:</b>			\$ 346,800	State Grants
7 Demo / Removal Existing Floor and Bleachers			\$ 22,000	\$ -
8 Wet Utilities (Water, Sewer, Drainage, Fire) Upgrades			\$ -	\$ -
9 Dry Utilities (Electrical, Low Voltage) Upgrades			\$ -	\$ -
10 Site Clean-Up (DTSC/HAZMAT)			\$ -	\$ -
11 <b>Subtotal:</b>			\$ 22,000	
12 Available for Construction (Prime Contractor Bids)		64.7%	\$ 368,800	\$ -
13 Construction Estimate Contingency	10.0%		\$ 36,880	
14 <b>Subtotal:</b>		71.2%	\$ 405,680	
15 CM's or GC's General Conditions Costs	14.0%		\$ 51,632	
16 <b>Subtotal:</b>		80.2%	\$ 457,312	
17 CM's or CG's Fees	4.0%		\$ 14,752	
18 <b>BID CONTINGENCY</b> (Escalation)	5.0%		\$ 18,440	
19 <b>TOTAL ESTIMATED CONSTRUCTION COST:</b>		86.0%	\$ 490,504	

**B. ESTIMATED PROJECT (SOFT) COSTS**

20 Site Surveys / Topos	lump sum	\$ -	\$ -
21 Site Geotech / Soil Borings	lump sum	\$ -	\$ -
22 Furniture, Fixtures, Equipment (FFE) Allowance	lump sum	\$ -	\$ -
23 Architect/Engineer Fees	9.00%	\$ 44,150	
24 Specialty Consultants	0.00%	\$ -	
25 DSA Plancheck Fees	0.90%	\$ 4,415	
26 CDE Project Review Fees	0.00%	\$ -	
27 DTSC/HAZMAT Environmental Consultant/Fees	0.00%	\$ -	\$ -
28 CEQA Consultant	0.00%	\$ -	
29 Utility City/County Fees & Inspections	lump sum	\$ -	
30 DSA Inspector of Record	2.50%	\$ 4,000	
31 Special Inspection + Materials Testing	0.50%	\$ 2,453	
32 Labor Compliance Program Administration	0.00%	\$ -	\$ -
33 Bidding / Reimbursable	1.50%	\$ -	
34 <b>Subtotal:</b>		9.7%	\$ 55,018
35 <b>PROJECT CONTINGENCY</b> (District reserve added cost)	5.00%		\$ 24,525
36 <b>TOTAL ESTIMATED SOFT COST:</b>		14.0%	\$ 79,543

38 <b>TOTAL ESTIMATED PROJECT BUDGET:</b>	\$ 570,047
39 <b>PROJECT ELIGIBILITY (OPSC APPROVED):</b>	\$ -
40 <b>DISTRICT LOCAL FUNDING:</b>	\$ 570,047
41 <b>TOTAL AVAILABLE FUNDING:</b>	\$ 570,047

PREPARED BY ARCHITECT:

APPROVED BY DISTRICT:

X

X



Capistrano Unified School District

**Dana Hills High School -**  
**Gymnasium Floor and Bleacher Replacement**  
**SCHEDULE**

PHASE: DESCRIPTION	Duration Days	Start Date	Completion Date
1.0 Board Approval	1		March 9, 2009
2.0 Construction Drawings	10	March 10, 2009	March 20, 2009
3.0 Plan Check Review	21	March 21, 2009	April 11, 2009
3.1 DSA comments/ Back check and Approval	14	April 12, 2009	April 26, 2009
4.0 Bidding/ Negotiation	30	April 27, 2009	May 27, 2009
4.1 Construction Contract Board Approval	1	June 8, 2009	June 9, 2009
5.0 Construction	60	June 9, 2009	August 8, 2009
5.1 Bleacher Shop Drawings - Differed Approval (Manufacturing Concurrent w/ DSA)	75	June 9, 2009	August 23, 2009
5.3 Bleacher Manufacture and Install	14	August 23, 2009	September 6, 2009
School Starts			September 8, 2009
Total Project Timeline		March 9, 2009	September 6, 2009




3-6-09

CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent 

SUBJECT: **CUSD/CUEA – RECOMMENDATION OF SETTLEMENT  
AGREEMENT: JULY 1, 2008 – JUNE 30, 2009**

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## **BACKGROUND INFORMATION**

The collective bargaining agreement between Capistrano Unified School District and the Capistrano Unified Education Association (CUEA) expired on June 30, 2008. Two negotiation sessions were held on October 15, 2008 and February 19, 2009. After several months of budget uncertainty, the parties were able to reach a tentative agreement on February 19, 2009 for no improvements to the salary schedule or changes in contract language for the 2008-09 school year. A copy of the Tentative Agreement is attached as Exhibit A.

AB1200, enacted in 1991, incorporated Government Code Section 3547.5, which requires school districts to make public disclosure of collective bargaining agreements. This requirement stipulates that a public school employer must disclose the major provisions of the agreement, including but not limited to the costs that will be incurred in the current and subsequent years. AB2756, enacted in 2004, added additional provisions which require district administration to certify that the district can meet its financial obligations under the proposed agreement. It further stipulates that if the school district does not adopt necessary budget revisions to meet the collective bargaining agreement provisions, the county superintendent of schools shall issue a qualified or negative certification for the next interim report.

## **CURRENT CONSIDERATIONS**

This settlement agreement was reached in good faith and will be ratified by the CUEA membership in a general vote that concludes on March 13, 2009. In addition to the Tentative Agreement, Exhibit A the Public Disclosure of Collective Bargaining Agreement is attached as Exhibit B.



**FINANCIAL IMPLICATIONS**

While there are no additional impacts to the general fund brought on by this agreement, the estimated cost for automatic step/column movement and health and welfare benefit increases in 2008-09 is \$5.6 million (\$3.2 million for step/column and \$2.4 million for health and welfare benefits).

**STAFF RECOMMENDATION**

It is respectfully recommended that the Board of Trustees approve the 2008-09 contract settlement with CUEA as proposed, Exhibit A.

It is further recommended that the Board of Trustees certify that the public disclosure of the proposed agreement with CUEA has been completed in accordance with Government Code Section 3547.5 and the changes incorporated by AB2756, Exhibit B.

# Tentative Agreement

Between  
Capistrano Unified School District  
And  
Capistrano Unified Education Association

February 19, 2009

## Length and Terms and Conditions

This agreement is made and entered into this 19<sup>th</sup> day of February 2009 for the 2008-2009 contract year between the Capistrano Unified School District, hereinafter referred to as "District", and the Capistrano Unified Education Association, an affiliate of CTA/NEA, hereinafter referred to as "Association."

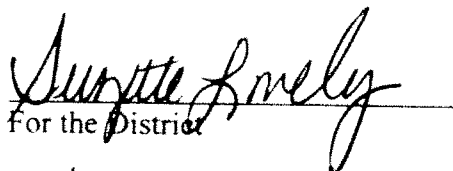
All articles of this agreement shall remain in full force and effect from the date of ratification of this contract until June 30, 2009, when it shall terminate.

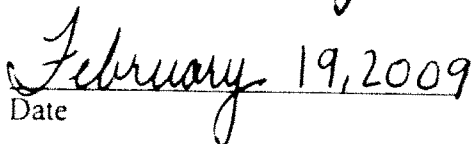
The current 2007-08 salary schedule shall remain in effect for the 2008-09 school year. All components of the contract shall remain in effect and any increased costs associated with step and column and health and welfare benefits will be absorbed by the district.

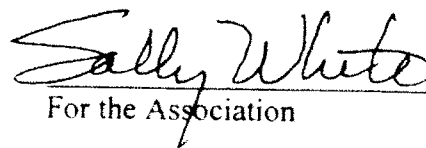
## Formation of Sub-Committees

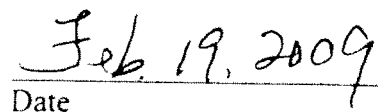
During the 2008-09 school year, two subcommittees shall be formed to provide advisory input to the Negotiations Team. Subcommittees shall be formed to address issues in Article 5: Hours of Employment and Article 9: Transfer and Reassignment of Personnel.

The District and Association will have equal representation on each of these subcommittees. It is understood by both parties that the recommendations of the subcommittees shall be advisory only.

  
For the District

  
Date

  
For the Association

  
Date

**Orange County Department of Education  
District Fiscal Services**

**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT  
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District:	Capistrano Unified School District		
Name of Bargaining Unit:	Capistrano Unified Education Association		
Certificated, Classified, Other:	Certificated		

The proposed agreement covers the period beginning:	July 1, 2008 (date)	and ending:	June 30, 2009 (date)
---	------------------------	-------------	-------------------------

The Governing Board will act upon this agreement on:	March 9, 2009 (date)
--	-------------------------

**A. Proposed Change in Compensation**

	Compensation	Annual Cost Prior to Proposed Agreement  FY 2008-09	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY 2008-09	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
1	<b>Salary Schedule</b> 0% Effective 7/01/08	\$ 184,313,732	\$ -		\$
					%
2	<b>Step and Column - Increase</b> (Decrease) Due to movement plus any changes due to settlement	\$ -	\$ 2,863,138		\$
			1.55%		%
3	<b>Other Compensation - Increase</b> (Decrease)(Stipends, Bonuses, Longevity, Overtime, etc.)	\$	\$		\$
	<b>Description of other compensation</b> Salary Schedule Compression and Increase to the Cocurricular Base				
4	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicate etc.</b>	\$ 21,067,059	\$ 327,257	\$ -	\$
			1.55%		%
5	<b>Health/Welfare Plans</b>	\$ 24,385,837	\$ 2,438,583		\$
			10.00%		%
6	<b>Total Compensation - Increase</b> (Decrease) (Total Lines 1-5)	\$ 229,766,628	\$ 5,628,978	\$ -	\$
7	<b>Total Number of Represented Employees</b> (Use FTEs if appropriate)	2,398.00			
8	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 95,816	\$ 2,347	\$ -	\$
			2.45%		%

Revised June 2004

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

*There is no negotiated increase to the salary schedule for the current period.*

10. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

*There are no additional steps, columns, or ranges added to the schedule for the current period.*

11. Please include comments and explanations as necessary.

12. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes ☐ No ☐

*There is no cap for HMO plans and a floating cap for POS plans.*

If yes, please describe the cap amount.

*The District pays 100% of the HMO premiums for full-time employees and their dependents. Employees opting for the POS plan pay 40% of the difference between the POS and the HMO premiums.*

- B. Proposed Negotiated Changes in Noncompensation Items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing rations, etc.)

*There are no negotiated changes in noncompensation items for the current period.*

- C. What are the specific impacts on instructional and support programs to accommodate the settlement?**

Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

*There are no specific impacts on instructional and support programs in order to accommodate the settlement.*

- D. What contingency language is included in the proposed agreement?** Include specific areas identified reopeners, applicable fiscal years, and specific contingency language.

*There is no contingency language included in the agreement.*

- E. Will this agreement create, or decrease deficit financing in the current or subsequent year(s)?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

*The agreement will maintain "deficit spending" (as defined above) in the current year. Due to unprecedented reductions of revenue limit apportionments, the 2008-09 budget has been balanced by using a variety of methods to maintain fiscal solvency, which include \$12.5 million in previously identified ongoing budget reductions, utilization in \$9.5 million in categorical flexibility, and an additional \$4.2 million in one-time budget reductions/savings. The 2009-10, and 2010-11 budgets will be built to accommodate the anticipated increases to step and column and health and welfare, all while maintaining fiscal solvency. The district is committed to hiring and retaining high quality teachers and is willing to make budget adjustments to cover the necessary costs associated with that commitment.*

- F. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

*None*

**G. Source of Funding for Propose Agreement**

**1. Current Year**

*Beginning balance carry-forward and operational budget reductions.*

- 2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?**

*The 2009-10, and 2010-11 budgets will be built to accommodate the anticipated increases to step and column and health and welfare, all while maintaining fiscal solvency. To accomplish this, the district has identified cuts and savings as identified in Item E. Additionally, the district will identify ongoing cuts in future fiscal years as necessary to accommodate the salary and benefit commitments.*

- 3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)**

## H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Bargaining Unit:		Unrestricted General Fund CUEA		
	Column 1 Latest Board- Approved Budget Before Settlement (1st Interim)	Column 2 Adjustments as a Result of Settlement	Column 3 Other Revisions -- CSEA Increase and CY Budget Adjmts	Column 4 Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 284,156,110	\$ -	\$ (8,491,672)	\$ 275,664,438
Remaining Revenues (8100-8799)	\$ 31,584,461	\$ -	\$ (784,801)	\$ 30,799,660
<b>TOTAL REVENUES</b>	\$ 315,740,571	\$ -	\$ (9,276,473)	\$ 306,464,098
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 173,179,756	\$ -	\$ (236,737)	\$ 172,943,019
Classified Salaries (2000-2999)	\$ 29,233,858	\$ -	\$ (192,612)	\$ 29,041,246
Employee Benefits (3000-3999)	\$ 55,290,620	\$ -	\$ (1,299,530)	\$ 53,991,090
Books and Supplies (4000-4999)	\$ 3,840,443	\$ -	\$ 193,888	\$ 4,034,331
Services, Other Operating Expenses (5000-5999)	\$ 16,763,884	\$ -	\$ (168,449)	\$ 16,595,435
Capital Outlay (6000-6599)	\$ 20,000	\$ -	\$ -	\$ 20,000
Other Outgo (7100-7299) (7400-7499)	\$ 2,791,017	\$ -	\$ (296,619)	\$ 2,494,398
Direct Support/Indirect Cost (7300-7399)	\$ (4,038,690)	\$ -	\$ 15,443	\$ (4,023,247)
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 277,080,888	\$ -	\$ (1,984,616)	\$ 275,096,272
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ 38,659,683	\$ -	\$ (7,291,857)	\$ 31,367,826
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ 7,200,000	\$ -	\$ (6,300,000)	\$ 900,000
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ -	\$ -	\$ -	\$ -
<b>CONTRIBUTIONS (8980-8999)</b>	\$ (44,915,941)	\$ -	\$ 10,794,690	\$ (34,121,251)
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ 943,742	\$ *	\$ (2,797,167)	\$ (1,853,425)
<b>BEGINNING BALANCE</b>	\$ 10,980,084			\$ 10,980,084
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 11,923,826	\$ -	\$ (2,797,167)	\$ 9,126,659
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9740)	\$ 325,000	\$ -	\$ -	\$ 325,000
Reserved for Economic Uncertainties (9770)	\$ 10,898,826	\$ -	\$ (2,797,167)	\$ 8,101,659
Designated Amounts (9775-9780)	\$ 700,000	\$ -	\$ -	\$ 700,000
Unappropriated Amount (9790)	\$ -	\$ -	\$ -	\$ -

\* Please see question on page 7.

\$  
\$

## H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund CUEA				
Enter Bargaining Unit:				
	Column 1 Latest Board- Approved Budget Before Settlement (1st Interim)	Column 2 Adjustments as a Result of Settlement	Column 3 Other Revisions	Column 4 Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 7,185,441	\$ -	\$ (794,246)	\$ 6,391,195
Remaining Revenues (8100-8799)	\$ 76,767,658	\$ -	\$ (4,533,218)	\$ 72,234,440
<b>TOTAL REVENUES</b>	\$ 83,953,099	\$ -	\$ (5,327,464)	\$ 78,625,635
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 37,918,005	\$ -	\$ (190,993)	\$ 37,727,012
Classified Salaries (2000-2999)	\$ 30,272,346	\$ -	\$ (430,917)	\$ 29,841,429
Employee Benefits (3000-3999)	\$ 19,907,510	\$ -	\$ (646,797)	\$ 19,260,713
Books and Supplies (4000-4999)	\$ 13,933,442	\$ -	\$ (3,444,367)	\$ 10,489,075
Services, Other Operating Expenses (5000-5999)	\$ 11,952,712	\$ -	\$ (641,940)	\$ 11,310,772
Capital Outlay (6000-6599)	\$ 40,000	\$ -	\$ 9,316	\$ 49,316
Other Outgo (7100-7299) (7400-7499)	\$ 9,933,129	\$ -	\$ (1,284,195)	\$ 8,648,934
Direct Support/Indirect Cost (7300-7399)	\$ 3,295,655	\$ -	\$ (10,443)	\$ 3,285,212
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 127,252,799	\$ -	\$ (6,640,336)	\$ 120,612,463
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (43,299,700)	\$ -	\$ 1,312,872	\$ (41,986,828)
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ -	\$ -	\$ -	\$ -
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ (2,050,000)	\$ -	\$ -	\$ (2,050,000)
<b>CONTRIBUTIONS (8980-8999)</b>	\$ 44,915,941	\$ -	\$ (10,794,690)	\$ 34,121,251
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (433,759)	\$ *	\$ (9,481,818)	\$ (9,915,577)
<b>BEGINNING BALANCE</b>	\$ 10,864,161			\$ 10,864,161
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 10,430,402	\$ -	\$ (9,481,818)	\$ 948,584
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9740)	\$ 10,430,402	\$ -	\$ (9,481,818)	\$ 948,584
Reserved for Economic Uncertainties (9770)	\$ -	\$ -	\$ -	\$ -
Designated Amounts (9775-9780)	\$ -	\$ -	\$ -	\$ -
Unappropriated Amount (9790)	\$ -	\$ -	\$ -	\$ -

\* Please see question on page 7.

## H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund CUEA				
Enter Bargaining Unit:				
	Column 1 Latest Board- Approved Budget Before Settlement (1st Interim)	Column 2 Adjustments as a Result of Settlement	Column 3 Other Revisions--- CSEA Increase and CY Budget Adjmts	Column 4 Total Current Budget (Columns 1+2+3)
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	\$ 291,341,551	\$ -	\$ (9,285,918)	\$ 282,055,633
Remaining Revenues (8100-8799)	\$ 108,352,119	\$ -	\$ (5,318,019)	\$ 103,034,100
<b>TOTAL REVENUES</b>	\$ 399,693,670	\$ -	\$ (14,603,937)	\$ 385,089,733
<b>EXPENDITURES</b>				
Certificated Salaries (1000-1999)	\$ 211,097,761	\$ -	\$ (427,730)	\$ 210,670,031
Classified Salaries (2000-2999)	\$ 59,506,204	\$ -	\$ (623,529)	\$ 58,882,675
Employee Benefits (3000-3999)	\$ 75,198,130	\$ -	\$ (1,946,327)	\$ 73,251,803
Books and Supplies (4000-4999)	\$ 17,773,885	\$ -	\$ (3,250,479)	\$ 14,523,406
Services, Other Operating Expenses (5000-5999)	\$ 28,716,596	\$ -	\$ (810,389)	\$ 27,906,207
Capital Outlay (6000-6599)	\$ 60,000	\$ -	\$ 9,316	\$ 69,316
Other Outgo (7100-7299) (7400-7499)	\$ 12,724,146	\$ -	\$ (1,580,814)	\$ 11,143,332
Direct Support/Indirect Cost (7300-7399)	\$ (743,035)	\$ -	\$ 5,000	\$ (738,035)
Other Adjustments				
<b>TOTAL EXPENDITURES</b>	\$ 404,333,687	\$ -	\$ (8,624,952)	\$ 395,708,735
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (4,640,017)	\$ -	\$ (5,978,985)	\$ (10,619,002)
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ 7,200,000	\$ -	\$ (6,300,000)	\$ 900,000
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ (2,050,000)	\$ -	\$ -	\$ (2,050,000)
<b>CONTRIBUTIONS (8980-8999)</b>	\$ -	\$ -	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ 509,983	\$ *	\$ (12,278,985)	\$ (11,769,002)
<b>BEGINNING BALANCE</b>	\$ 21,844,245			\$ 21,844,245
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 22,354,228	\$ -	\$ (12,278,985)	\$ 10,075,243
<b>COMPONENTS OF ENDING BALANCE:</b>				
Reserved Amounts (9711-9740)	\$ 10,755,402	\$ -	\$ (9,481,818)	\$ 1,273,584
Reserved for Economic Uncertainties (9770)	\$ 10,898,826	\$ -	\$ (2,797,167)	\$ 8,101,659
Designated Amounts (9775-9780)	\$ 700,000	\$ -	\$ -	\$ 700,000
Unappropriated Amount - Unrestricted (9790)	\$ -	\$ -	\$ -	\$ -
Unappropriated Amount - Restricted (9790)	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties Percentage	2.68%			2.04%

\* Please see question on page 7.



# I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

## Combined General Fund

Enter Bargaining Unit:

CUEA

	2008-09	2009-10	2010-11
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
Revenue Limit Sources (8010-8099)	\$ 282,055,633	\$ 279,447,734	\$ 281,442,214
Remaining Revenues (8100-8799)	\$ 103,034,100	\$ 101,664,745	\$ 103,597,164
<b>TOTAL REVENUES</b>	\$ 385,089,733	\$ 381,112,479	\$ 385,039,378
<b>EXPENDITURES</b>			
Certificated Salaries (1000-1999)	\$ 210,670,031	\$ 214,065,823	\$ 217,252,409
Classified Salaries (2000-2999)	\$ 58,882,675	\$ 60,485,330	\$ 62,111,536
Employee Benefits (3000-3999)	\$ 73,251,803	\$ 79,937,693	\$ 84,909,339
Books and Supplies (4000-4999)	\$ 14,523,406	\$ 14,941,269	\$ 15,115,945
Services, Other Operating Expenses (5000-5999)	\$ 27,906,207	\$ 28,465,909	\$ 29,355,105
Capital Outlay (6000-6999)	\$ 69,316	\$ 20,000	\$ 20,000
Other Outgo (7100-7299) (7400-7499)	\$ 11,143,332	\$ 9,263,251	\$ 9,263,233
Direct Support/Indirect Cost (7300-7399)	\$ (738,035)	\$ (740,369)	\$ (791,417)
Other Adjustments		\$ (25,000,000)	\$ (32,000,000)
<b>TOTAL EXPENDITURES</b>	\$ 395,708,735	\$ 381,438,906	\$ 385,236,150
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ (10,619,002)	\$ (326,427)	\$ (196,772)
<b>TRANSFERS IN &amp; OTHER SOURCES (8910-8979)</b>	\$ 900,000	\$ 650,000	\$ 650,000
<b>TRANSFERS OUT &amp; OTHER USES (7610-7699)</b>	\$ (2,050,000)	\$ -	\$ -
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	\$ (11,769,002)	\$ 323,573	\$ 453,228
<b>BEGINNING BALANCE</b>	\$ 21,844,245	\$ 10,075,243	\$ 10,398,816
<b>CURRENT-YEAR ENDING BALANCE</b>	\$ 10,075,243	\$ 10,398,816	\$ 10,852,044
<b>COMPONENTS OF ENDING BALANCE:</b>			
Reserved Amounts (9711-9740)	\$ 1,273,584	\$ 914,052	\$ 1,140,255
Reserved for Economic Uncertainties - Unrestricted (9770)	\$ 8,101,659	\$ 8,134,764	\$ 7,711,790
Reserved for Economic Uncertainties - Restricted (9770)	\$ -	\$ -	\$ -
Board Designated Amounts (9775-9780)	\$ 700,000	\$ 1,350,000	\$ 1,999,999
Unappropriated Amounts - Unrestricted (9790)	\$ -	\$ -	\$ -
Unappropriated Amounts - Restricted (9790)	\$ -	\$ -	\$ -

## J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

### 1. State Reserve Standard

		2008-09	2009-10	2010-11
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 397,758,734	\$ 381,438,906	\$ 385,236,150
b.	State Standard Minimum Reserve Percentage for this District enter percentage:	2.00%	2.00%	2.00%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. OR \$50,000	\$ 7,955,175	\$ 7,628,778	\$ 7,704,723

### 2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9770)	\$ 8,101,659	\$ 8,134,764	\$ 7,711,790
b.	General Fund Budgeted Unrestricted Unappropriated Amount (9790)	\$ -	\$ -	\$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9770)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unappropriated Amount (9790)	\$ -	\$ -	\$ -
g.	Total Available Reserves	\$ 8,101,659	\$ 8,134,764	\$ 7,711,790
h.	Reserve for Economic Uncertainties Percentage	2.04%	2.13%	2.00%

### 3. Do unrestricted reserves meet the state minimum reserve amount?

2008-09	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2009-10	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2010-11	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

### 4. If no, how do you plan to restore your reserves?

5. If the total amount of the adjustment in Column 2 on Page 4 does not agree with the amount of the Total Compensation Increase in Section A, Line 5, Page 1 (i.e., increase was partially budgeted), explain the variance below:

*Health and welfare and step and column increases were previously included in the district budget.*

6. Please include any additional comments and explanations of Page 4 as necessary:

**L. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT**

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Capistrano Unified School District, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Capistrano Unified Education Association Bargaining Unit, during the term of the agreement from July 1, 2008 to June 30, 2009.

The budget revisions necessary to meet the costs of the agreement in each year of its term are as follows:

Budget Adjustment Categories:		Budget Adjustment Increase (Decrease)
Expenditures/Other Financing Uses		N/A
Ending Balance Increase (Increase)		N/A
Expenditures/Other Financing Uses		N/A
Ending Balance Increase (Increase)		N/A

N/A X (No budget revisions necessary)

\_\_\_\_\_  
District Superintendent  
(Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Business Officer  
(Signature)

\_\_\_\_\_  
Date

**M. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

\_\_\_\_\_  
**District Superintendent (or Designee)**  
**(Signature)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Ronald N. Lebs  
**Contact Person**

\_\_\_\_\_  
949-234-9211  
**Phone**

\_\_\_\_\_  
**(Signature)**

\_\_\_\_\_  
**Date**



# Tentative Agreement

Between  
Capistrano Unified School District  
And  
Capistrano Unified Education Association

February 19, 2009

## Length and Terms and Conditions

This agreement is made and entered into this 19<sup>th</sup> day of February 2009 for the 2008-2009 contract year between the Capistrano Unified School District, hereinafter referred to as "District", and the Capistrano Unified Education Association, an affiliate of CTA/NEA, hereinafter referred to as "Association."

All articles of this agreement shall remain in full force and effect from the date of ratification of this contract until June 30, 2009, when it shall terminate.

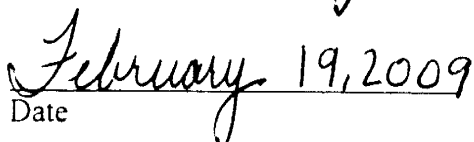
The current 2007-08 salary schedule shall remain in effect for the 2008-09 school year. All components of the contract shall remain in effect and any increased costs associated with step and column and health and welfare benefits will be absorbed by the district.

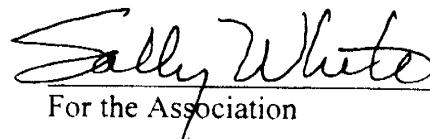
## Formation of Sub-Committees

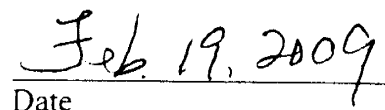
During the 2008-09 school year, two subcommittees shall be formed to provide advisory input to the Negotiations Team. Subcommittees shall be formed to address issues in Article 5: Hours of Employment and Article 9: Transfer and Reassignment of Personnel.

The District and Association will have equal representation on each of these subcommittees. It is understood by both parties that the recommendations of the subcommittees shall be advisory only.

  
For the District

  
Date

  
For the Association

  
Date





CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent

**SUBJECT: SETTLEMENT AGREEMENT BETWEEN CUSD AND WHISPERING  
HILLS, LLC FOR FINAL LAND PURCHASE PAYMENT AND LOT LINE  
ADJUSTMENTS FOR SAN JUAN HILLS HIGH SCHOOL**

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**BACKGROUND INFORMATION**

On January 12, 2009, staff presented to the Board of Trustees (as an information/discussion item) the proposed "Settlement and Mutual Release Agreement" between Capistrano Unified School District (CUSD) and Whispering Hills LLC (WHLLC). The proposed agreement serves two purposes: 1) establishes terms to make the final land purchase payment – through the issuance of bonds from Community Facilities District No. 2005-1 Whispering Hills (the "CFD"), and 2) resolves the property line adjustments around the campus of San Juan Hills High School (SJHHS). The Settlement and Mutual Release Agreement is now being brought back to the Board of Trustees for discussion/action.

In 2003, CUSD and WHLLC executed a "Purchase and Sale Agreement" to buy the real property for the future SJHHS. The total purchase price of the 50-acre parcel was \$51.035 million. To date, all but \$6 million has been paid to the seller. Pursuant to the agreement, the final payment for the site was payable solely from proceeds of bonds of the CFD. However, delays in development of the land within the CFD have resulted in delays of a CFD bond issuance. Given that WHLLC is now proceeding with the sale of the land located within the CFD to developers with significant home building experience and funding sources, the District is now in a position to issue the first series of CFD bonds. Regarding the property line adjustments, several refinements to the school plan have occurred over time since the purchase of the property through the construction of the high school. These refinements included alignment modifications to perimeter roads and parking areas, as well as adjustments to the perimeter fence/field areas. Now, with most of the construction complete, the District and the developer are in the position to finalize the property boundaries. It is important to note that included with the proposed property line changes is the District's acquisition of the hillside area on the north side of the stadium that has been planned for construction of home bleachers.

CUSD representatives have, over the past months, met several times with representatives of the developers to negotiate a settlement of all matters in dispute including the terms of the final land purchase payment, and completing the necessary lot line adjustments. With the assistance of legal counsels representing the District and the developer, staff believes the proposed agreement provides a fair and equitable method to complete the transactions.

**SETTLEMENT AGREEMENT BETWEEN CUSD AND WHISPERING HILLS,LLC FOR  
FINAL LAND PURCHASE PAYMENT AND LOT LINE ADJUSTMENTS FOR SAN  
JUAN HILLS HIGH SCHOOL**

March 9, 2009

Page 2

**CURRENT CONSIDERATIONS**

This agenda item was first brought to the Board on January 12, 2009 for information/discussion. Since that time, additional information (i.e., questions/issues/concerns) from the public and the Board has been received with comments submitted to the Board under separate cover. Staff is now bringing back the "Settlement and Mutual Release Agreement" item to the Board of Trustees for discussion/action. Exhibit A (attached) is a copy of the agreement.

Upon Board approval, the next steps will include sending out a Request for Proposals for a MAI appraiser with community facilities district appraisal expertise. The Board would then be asked to engage an appraiser and direct further due diligence investigation of the creditworthiness of a first Series CFD Bond issuance. This due diligence would include an update to the market absorption study, an appraisal of the land within the CFD, review of necessary land purchase, development and financing documentation, proceedings to reduce the maximum special tax rates of the CFD to a level which results in an estimated effective tax rate, including all overlapping property taxes and assessments and the proposed CFD taxes, of 2% (consistent with CUSD CFD policies), analysis of the amended CFD taxing capacity and proper disclosure of information material to bond investors.

**FINANCIAL IMPLICATIONS**

This agenda item does not impact the District's General Fund. Revenues generated through capital facilities accounts including Mello-Roos funds, Measure A funds, developer fees, and the State's School Facility Program Funds were/are used to acquire school property, pay consultant fees, as well as to construct and modernize school facilities.

**STAFF RECOMMENDATION**

It is respectfully requested that the Board President recognize Mr. Ron Lebs, Deputy Superintendent, Business and Support Services, and Mr. Bob Whalen of Stradling, Yocca, Carlson & Rauth – the Districts' legal counsel who will be available to discuss the agreement and address any questions. Additionally, representatives with the developer will also be available to address issues from their perspective.

After discussion, it is respectfully requested that Trustees approve the settlement agreement between CUSD and Whispering Hills, LLC for final land purchase payment and lot line adjustments for San Juan Hills High School, Exhibit A.

**DISCUSSION/  
ACTION**

## **SETTLEMENT AGREEMENT**

THIS SETTLEMENT AGREEMENT ("Agreement") dated for reference purposes only \_\_\_\_\_, 2009 is by and among the Capistrano Unified School District (the "District"), Whispering Hills LLC ("WHLLC"), a California limited liability company, and Rancho San Juan Development, LLC ("RSJLLC" or "Developer"), a California limited liability company collectively referred to hereafter as the "Parties".

### **FACTUAL RECITALS**

A. On April 28, 2003, WHLLC as seller, and the District as purchaser, entered into a Purchase and Sale Agreement and Escrow Instructions ("Purchase Agreement") for the purchase and sale of a 50.3 acre site for construction of the San Juan Hills High School (the "Site").

B. Pursuant to the Purchase Agreement, the purchase price for the Site was \$51,035,000 and payable as follows: (i) \$21,500,000 deposit into escrow; (ii) \$17,535,000 promissory note from District to WHLLC; (iii) \$6,000,000 promissory note from District to WHLLC; and (iv) \$6,000,000 promissory note from District to WHLLC (referred to as that certain "WHCFD Note"). Escrow closed on April 30, 2003 and the District has paid all but \$6,000,000 of the purchase price, as evidenced by the WHCFD Note.

C. Further to the Purchase Agreement, on July 1, 2005, the District, WHLLC and the City of San Juan Capistrano ("City") entered into a Joint Community Facilities Agreement ("JCF Agreement") concerning the proposed formation of the District's Community Facilities District No. 2005-1 ("CFD") located adjacent to the Site (the "CFD Property"). The JCF Agreement contains recitals indicating that WHLLC, as developer of the CFD Property, has obtained the necessary development approvals to construct approximately 155 residential units on the CFD Property (the "Project"). The JCF Agreement further recites that the CFD will be used to finance the acquisition, financing and construction of required infrastructure related to the Project, including School Facilities and City Facilities as such terms are defined in the JCF Agreement.

D. On July 1, 2005, WHLLC and the District also entered into an Impact Mitigation Agreement Related to the CFD ("Mitigation Agreement"). The recitals provide that WHLLC proposes to construct the Project, that the Project will generate additional students in grades kindergarten through twelfth ("Project Students") and that additional school facilities will be needed to adequately house Project Students. The purpose of the Mitigation Agreement is to provide for the formation of the CFD in order to fund School Facilities through the levy of special taxes and issuance of bonds of the CFD in satisfaction of WHLLC's obligation to pay impact fees.

E. Disputes have arisen between the parties regarding payment of the final Site purchase price balance pursuant to the WHCFD Note and other matters (the "Disputes").

F. Recently, District has become aware that WHLLC desires to transfer the CFD Property to RSJLLC for the purpose of developing, constructing, marketing and selling residential lots and/or homes. RSJLLC expects to build the Project in phases, with the first phase involving the development, marketing and sale of 70 homes ("Phase I Homes").

G. Representatives of the District, WHLLC and RSJLLC have met over the last several months in an effort to resolve the Dispute.

H. Without any admissions of any type or nature concerning the Dispute, the Parties hereby desire to resolve the Dispute and to settle and compromise the Dispute upon the terms and conditions hereinafter set forth solely in order to avoid the risk, expense and uncertainty of litigation and to allow RSJLLC to acquire and develop the Project.

## **AGREEMENT**

**NOW, THEREFORE**, in consideration of the covenants and promises herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Effective Date of Agreement.** The Parties hereby confirm and agree that this Agreement is effective and binding on the Parties upon the first day (the "Effective Date") on which each of the following conditions has occurred (collectively, the "Necessary Conditions"): (i) this Agreement has been approved and ratified by the Board of Trustees of District; (ii) a duly authorized representative of the District has executed this Agreement; (iii) duly authorized representatives of WHLLC and RSJLLC have each executed this Agreement; (iv) RSJLLC has acquired all rights, title and interest in the CFD Property from WHLLC, including all development rights and entitlements necessary for the development of the Project as evidenced in a binding and enforceable purchase and/or joint venture contract; (v) the Parties have amended the Mitigation Agreement as necessary to harmonize the terms and conditions in the Mitigation Agreement with those in this Agreement; (vi) the proceedings to modify the CFD have successfully been completed as described in, and in accordance with, Section 2.1 below; and (vii) the Phase I CFD Bonds (defined below) have been issued and sold in accordance with Section 3 below. Within a reasonable time after the Effective Date, the Parties shall execute a certificate certifying the Effective Date. If each of the Necessary Conditions has not occurred by January 15, 2010, this Agreement shall be null and void unless the Parties agree to extend the date by which the Necessary Conditions must be satisfied. If the only Necessary Condition that has not been met by January 15, 2010 is the issuance of the Phase I CFD Bonds because bond market conditions prevented such issuance, both parties hereby agree to an automatic ninety-day extension of such date to April 15, 2010. The Parties agree that the limitation periods for instituting any action against one another relating to any matters that are the subject of this Agreement shall be tolled for the period of time commencing with the date of this Agreement and terminating on the date that is ninety (90) days following the date on which this Agreement becomes null and void pursuant to this Section 1.

2. **Reduction In and Levy of CFD Special Tax.**

2.1 The District shall complete proceedings to reduce the CFD special tax rates to an amount equal to 2% (may be lower for the custom lots proposed for the Project) of the current estimated sales prices of the homes within the CFD by June 30, 2009. The reduced special tax rates shall escalate by 2% per year, commencing July 1, 2010.

2.2 Special taxes shall be levied on assessor's parcels for which a building permit has been issued for residential construction ("Developed Property") at 100% of the assigned special tax rates prior to the issuance of all CFD Bonds (as defined below).

2.3 All special taxes collected from Developed Property in excess of debt service and administrative expenses ("Surplus Special Taxes") shall be applied to fund the unpaid portion, if any, of the \$6,000,000 WHCFD Note and \$6,855,900 of City Facilities, in the priority determined by RSJLLC. Subsequent to the funding of both above-referenced amounts in full, any Surplus Special Taxes shall be applied as determined by the District in its sole discretion.

### 3. Issuance of CFD Bonds.

3.1 Series of bonds shall be issued by the CFD ("Bonds") within a reasonable time following satisfaction of the following conditions precedent, provided that no Bonds shall be issued if any owner, other than an individual owner, of CFD Property is then delinquent in payment of special taxes or ad valorem taxes. The financing terms described below apply solely to the first series of Bonds issued that are sized based upon the expected Developed Property special tax revenues from the Phase I Homes (the "Phase I CFD Bonds"), unless subsequent series are specifically indicated.

(i) The District shall reasonably determine that the Phase I CFD Bonds are marketable based upon then existing economic, credit market, housing market and CFD development circumstances.

(ii) The value-to-lien ratio shall be based on a CDIAC standard appraisal of all taxable property in the CFD in the aggregate of 5:1 or greater; with no secondary value to lien requirement for "Undeveloped Property" (i.e. assessor's parcels for which no building permit for residential construction has been issued) for the Phase I CFD Bonds. Value-to-lien requirements for Undeveloped Property for subsequent series of Bonds shall be determined by the District, in reasonable sole discretion, based upon development status and other factors existing at the time of issuance of any subsequent series of Bonds.

(iii) The District shall receive an update to the market absorption study.

(iv) A binding and enforceable purchase and sales or joint venture contract for the development of the Phase I Homes shall be in place with either RSJLLC or another merchant builder and such builder shall demonstrate a contract is in place for home construction financing for the Phase I Homes. Such contracts shall be reviewed by disclosure counsel for the District, described in the official statement for the bonds and such description shall be affirmed by an opinion of developer counsel.

(v) Capitalized interest on the Phase I CFD Bonds shall be funded for two years, provided that, at the request of RSJLLC, District will consider whether the aggregate of all security enhancement in place for the Phase I CFD Bonds and other factors warrant a lesser period, but not less than 18 months, of capitalized interest.

(vi) All owners of taxable CFD Property that are not end users must provide a cash deposit or letter of credit ("Security") meeting the criteria below until 75% of the

annual special tax levy is levied on taxable CFD Property owned by end-users. The Security shall be in an amount equal to the owner's expected special tax payments based on current ownership and debt service on the Bonds for the two years immediately following the expenditure of all capitalized interest and subject to the following conditions:

(a) the Security shall be provided (1) by a bank reasonably acceptable to the District and (2) prior to the issuance and sale of the Bonds;

(b) the Security shall be reduced as the owner conveys property by the amount equal to two years expected special taxes for the conveyed property (i.e., for the two years of debt service on the Bonds covered by the Security);

(c) the Security shall be released when 75% of the annual special tax levy is levied on property owned by end-users; and

(d) the Security may be drawn on in the event, and in the amount of, the owner's special tax payment delinquency.

(vii) The Phase I CFD Bonds shall be issued subject to normal underwriting criteria, and sized at the lesser amount derived from application of the following tests: (a) 5:1 value-to-lien ratio and (b) 110% debt service plus priority administration coverage from Special Taxes projected to be levied annually on lots which are subject to a purchase and sale contract or joint venture agreement as described above and for which all requisite home construction financing is obtained.

3.2 It is the intent of the Parties that the Bonds should be sold in a public offering in \$5,000 increments barring any unexpected material negative changes in the market or the development which would necessitate that the Bonds be sold through a limited offering.

#### 4. **Allocation of CFD Proceeds between School Facilities and City Facilities.**

4.1 The first \$12,855,900 in combined Surplus Special Taxes and net proceeds of the Bonds (collectively, "CFD Proceeds") shall be available for funding School Facilities and City Facilities in the order determined by RSJLLC, as described below.

The first \$6 million in CFD Proceeds made available for School Facilities shall be applied to pay the \$6 million WHCFD Note. After the WHCFD Note is paid in full and \$6,855,900 has been provided to fund City Facilities, the next \$855,900 of CFD Proceeds shall be disbursed for additional School Facilities. If RSJLLC elects to fund City Facilities in any amount prior to repayment of the WHCFD Note in full and ultimately the CFD does not generate CFD Proceeds totaling at least \$12,855,900, the then outstanding principal amount of the WHCFD Note shall be forgiven.

After \$13,711,800 in CFD Proceeds has been funded for City Facilities and School Facilities, the next \$4,880,200 in CFD Proceeds shall be available for School Facilities and City Facilities on a 50/50 basis. All remaining CFD Proceeds shall be available for School Facilities.

4.2 District agrees that, notwithstanding any provisions of the JCF Agreement to the contrary, RSJLLC may be reimbursed from CFD Proceeds allocated for City Facilities pursuant to the preceding paragraphs for prior payments of CFD-eligible City fees with respect to property in the CFD which prior payments as of the date of this Agreement are approximately \$5 million.

5. **Certificate of Compliance Requirements.**

5.1 Prior to the issuance of the Phase I CFD Bonds, cash deposits or a letter of credit in the amount of then-applicable level two fees of the District shall be required prior to issuance of certificates of compliance from the District. Such cash deposits shall be returned to the payer, or the letter of credit shall be returned to the provider, upon issuance of the Phase I Bonds.

5.2 After issuance of the Phase I CFD Bonds, no cash deposits or other payments or security shall be required prior to the issuance of certificates of compliance.

6. **Dissolution of CFD.**

6.1 Prior to the issuance of the Phase 1 CFD Bonds, RSJLLC may by written notice to the District request that the District dissolve the CFD and record a notice of dissolution with respect to the CFD Property and CFD special tax lien in accordance with Government Code Section 53338.5. Upon District's recordation of the notice of dissolution, the Necessary Conditions specified in Section 1 (vi) and (vii) above shall be deemed satisfied and neither the CFD nor the District shall have any further obligation with respect to the repayment of the WHCFD Note or funding of City Facilities. Following the recordation of the notice of dissolution, RSJLLC shall be required to pay the applicable statutory school fees of the District as a condition of the District's issuance of a certificate of compliance for each residential dwelling unit. If RSJLLC has previously provided a letter of credit in lieu of cash deposit's pursuant to Section 5.1 above, RSJLLC shall pay the statutory school fees secured by such letter of credit within five (5) days following District's recordation of the notice of dissolution. Upon such payment, the letter of credit shall be returned to the letter of credit provider. If such payment is not made within such five-day period, District may draw on the letter of credit the full amount of the required payment.

7. **Real Property Transfers.**

7.1 Within five (5) business days following the Effective Date, RSJLLC shall open escrow with Fidelity National Title Company ("Escrow Agent").

7.2 Following the Effective Date, RSJLLC agrees to transfer to District, without compensation, Parcel A and Parcel B (collectively the "Additional Properties") as identified in Exhibit "A", attached hereto and incorporated herein by this reference. Such transfers shall be subject to the following conditions:

7.2.1. Title to each of the Additional Properties shall be conveyed by RSJLLC to District at the Close of Escrow in fee simple by grant deed, free and clear of any and all liens, claims, encumbrances, mortgages, deeds of trust, and security interests (including the lien of real estate taxes) but subject to all the "Permitted Exceptions" (as defined below).

7.2.2. The term "Permitted Exceptions", shall mean: (a) all existing building, zoning and other city, state, county or federal laws, codes and regulations affecting the Property; and (b) any existing general utility easements serving the Property, provided such existing utility easements permit District's intended use.

7.3 Upon execution of this Agreement by all parties and until such time as District either acquires the Additional Properties, District's rights to the acquire the Additional Properties are terminated under the terms of this Agreement, or the License (defined below) terminates by its own terms as set forth in Section 7.3.2 below, District is granted a revocable license for the exclusive right to use the Additional Properties ("License"), subject to the following conditions:

7.3.1. District agrees to hold harmless and indemnify RSJLLC against any claims or expenses arising out of, or related to, such License.

7.3.2. The License shall terminate if the Phase I CFD Bonds are not issued by January 15, 2010, or April 15, 2010 if the automatic ninety-day extension set forth in Section 1 above is applicable.

7.3.3. District shall name RSJLLC and all fee owners of the Additional Properties as additional insureds with respect to all District insurance policies or self-insurance programs.

7.4 In addition to all other covenants of RSJLLC, RSJLLC hereby covenants and agrees with District that prior to revocation or termination of the License, RSJLLC shall not, without the prior written approval of District: (a) make or permit to be made any material changes or alterations to any part of the Additional Properties; (b) enter into any agreement affecting any part of the Additional Properties; (c) permit any liens, mortgages, deeds of trust, or other encumbrances not currently of record to be placed against, or to affect any part of the Additional Properties or title to the Additional Properties.

7.5 District agrees to quitclaim to RSJLLC without compensation, "Easement R" as described in Final Map No. 6634.

7.6 The consummation of the contemplated transactions (the "Close of Escrow") shall be held at the offices of Escrow Agent. The parties shall cooperate in executing and delivering any escrow instructions that may be prepared from time to time to consummate this transaction; provided, however, in the event of any inconsistency between the provisions and conditions of this Agreement and any such escrow instructions, the provisions and conditions of this Agreement shall prevail. The Close of Escrow shall occur on or before sixty (60) calendar days following the Effective Date. Prior to the Close of Escrow, District shall deliver to Escrow Agent a quitclaim deed in recordable form. RSJLLC shall deliver to Escrow Agent, in a form and substance satisfactory to District, the following:

7.6.1. Recordable grant deeds conveying each of the Additional Properties to District in fee simple.

7.6.2. Any and all other documents, instruments, and agreements necessary or appropriate in the reasonable opinion of District to transfer and convey the

2/24/09 9130.2



Additional Properties and all interest therein to District in accordance with this Agreement and as may be required by the title insurer. Such other documents, instruments and agreements shall be furnished to RSJLLC ten (10) days prior to Close of Escrow.

7.6.3. RSJLLC shall pay the cost of preparing the grant deeds and the premium for a standard coverage CLTA owner's policy of title insurance to be issued to District for this transaction. District and RSJLLC shall pay escrow fees for this transaction.

7.7 District and RSJLLC also agree to, within five (5) days of the Effective Date, swap, without compensation to either Party, the strips of land within or bordering the access road described in the attached Exhibit "A" hereto, with the District taking ownership of the strip of land highlighted in blue and RSJLLC taking ownership of the land highlighted in orange.

8. **Resource Mitigation.** From and after the Effective Date, RSJLLC unconditionally accepts and assumes all duties and obligations of District under the Department of Army Permit No. 20001593-RLK executed by District and WHLLC on January 8, 2003, as "Permitees," ("Permit 404") other than those relating specifically to the Site. RSJLLC agrees to submit all documents to federal and state regulatory agencies, including but not limited to the U. S. Army Corp of Engineers evidencing RSJLLC's assumption of such obligations and District's release from such obligations. RSJLLC represents and warrants it will fulfill all requirements under Permit 404 other than those relating specifically to the Site.

9. **Amended Mitigation Agreement.** The Parties shall negotiate in good faith to amend the Mitigation Agreement as necessary to render the Mitigation Agreement consistent with the terms and conditions in this Agreement.

10. **Mutual Indemnification.** Each party hereto respectively agrees to hold harmless, indemnify, protect and defend each and every other party and against any and all claims, demands, claims for relief, causes of actions, debts, loss and liability, whether direct, contingent or consequential an no matter how arising, in any way relating to or arising from the indemnifying party's construction or development activities relating to the Site and CFD Property.

11. **Compromise of Claims.** It is expressly understood, acknowledged and agreed that settlement under this Agreement is the compromise of disputed claims, causes of action, injuries, losses, damages, or rights arising out of the dispute or controversy described herein; and therefore is not intended, nor to be construed, as an admission of liability or responsibility on the part of each party herein released as set forth above.

12. **Representations and Warranties of No Transfer or Assignment; Indemnification.** The undersigned hereto each represents and warrants to the other party that there has been no transfer, assignment, alienation or gift of all or part of the claims, causes of action, injuries, losses, damages, or rights arising out of the claim, dispute or controversy described herein, and that each respectively holds all of the right, title and interest thereto. Each party hereto respectively agrees to hold harmless, indemnify, protect and defend each and every of the Released Parties and/or entity from and against any and all claims, demands, claims for relief, causes of action, debts, loss and liability, whether direct, contingent or consequential and

no matter how arising, in any way relating to any claim arising or alleged to be arising from an assignment or other alienation of any right in or to any claim, demand, claim for relief, cause of action, debt, loss or liability encompassed in this Agreement. The obligations of each party hereunder include but are not limited to all costs and expenses, including attorneys' fees, related to any actions, suits or judgments incident to any of the foregoing.

13. **Exclusive Remedy.** By executing this Agreement, the parties agree that the rights and remedies provided in this Agreement shall be the sole and exclusive rights and remedies surviving as between them relating to the facts and matters encompassed by this Agreement.

14. **Modification.** This Agreement shall not be altered, amended, changed, waived, terminated or otherwise modified in any respect or particular, and no consent or approval required pursuant to this Agreement shall be effective, unless the same shall be in writing and signed by or on behalf of the party to be charged.

15. **Successors.** This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and to their respective heirs, executors, administrators, successors and permitted assigns.

16. **Entire Agreement.** All prior statements, understandings, representations and agreements between the parties, oral or written, are superseded by and merged in this Agreement, which alone fully and completely expresses the agreement between them in connection with this transaction and which is entered into after full investigation, neither party relying upon any statement, understanding, representation or agreement made by the other or any other person not embodied in this Agreement.

17. **Counterparts.** This Agreement may be executed in any number of counterparts.. When each party has signed and delivered at least one counterpart to the other party to this Agreement, each counterpart shall be deemed an original and, taken together, shall constitute one and the same Agreement, which shall be binding and effective on all Parties.

18. **Headings.** The headings of the paragraphs of this Agreement are inserted solely for convenience of reference and are not a part of and are not intended to govern, limit or aid in the construction of any terms or provision hereof.

19. **No Waiver.** Failure or delay on the part of the Parties to enforce any right, power, or privilege under this Agreement shall not be deemed to constitute a waiver of such right, power, or privilege, or of any other right, power, or privilege.

20. **Severability of Provisions.** If any provision of this Agreement, or application thereof, shall be held to be invalid, the invalidity shall not affect the other provisions, or application thereof, of the Agreement which can be given effect without the invalid provisions or applications; and to this end the provisions of this Agreement are declared to be severable.

21. **Provisions Equally Construed.** This Agreement was drafted by the mutual enterprise of the Parties and shall not be construed in favor of or against any party, but shall be construed equally as to both parties.

22. **Choice of Law.** This Agreement shall be governed by and interpreted according to the domestic laws of the State of California without reference to principles of conflicts of laws. In the event of breach of this Agreement, the Parties consent to personal jurisdiction in the Superior Court of the State of California and to have all rulings, orders, and judgments rendered therein to be binding upon and enforceable against them.

23. **Cost of Suit.** In the event that any action shall be instituted by either of the parties hereto for the enforcement of any of its rights or remedies in and under this Agreement, or any facts based upon or involving same, the prevailing party, whether in court or by way of out-of-court settlement, shall be entitled to recover from the nonprevailing party or parties such prevailing party's attorney's fees, court costs, consultant and expert witness fees, and/or other expenses relating to such controversy including attorney's fees, court costs and/or expenses on appeal, if any.

24. **Consultation with Counsel.** The undersigned hereto declare and represent that each has had the opportunity to consult with legal counsel of their own choosing concerning the advisability of entering into this Agreement; that they have read and understood the contents of this Agreement; and that they sign the same of their own free will. Each party's attorney has reviewed this Agreement and has approved this Agreement as to form and substance.

25. **Warranty of Authority.** Each of the signatories to this Agreement warrants and represents that it is competent and authorized to enter into this Agreement on behalf of the party for which he or she purports to sign.

26. **District Board of Trustees Approval.** The terms and conditions contained in this Agreement are subject to approval of and ratification by the Board of Trustees of the District, in its sole and absolute discretion, which shall be evidenced by the execution of this Agreement by the Superintendent of the District.

27. **Dispute Resolution and Mediation.** The Parties agree that differences of opinion regarding the obligations of the Parties under this Agreement shall be discussed as soon as practically possible following awareness of a conflict. Before commencing any legal action, the Parties shall attempt early resolution of conflicts through mediation administered through the rules and procedures of the American Arbitration Association. Any Parties' failure to participate in mediation prior to commencing any legal action shall preclude such party from recovering attorneys' fees and costs in such legal action notwithstanding that such party may be the prevailing party in such litigation.

**IN WITNESS WHEREOF**, the parties have caused their respective authorized representatives to sign this Agreement as of the Effective Date.

CAPISTRANO UNIFIED SCHOOL DISTRICT,  
a public school district

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: Superintendent

WHISPERING HILLS, LLC,  
a Delaware limited liability company

By: IHP Investment Fund II, L.P.,  
a California limited partnership  
Managing Member

By: Institutional Housing Partners II, L.P.,  
a California limited partnership  
General Partner

By: IHP Capital Partners,  
a California corporation  
General Partner

By: \_\_\_\_\_  
By: \_\_\_\_\_

RANCHO SAN JUAN DEVELOPMENT LLC,  
a Delaware limited liability company

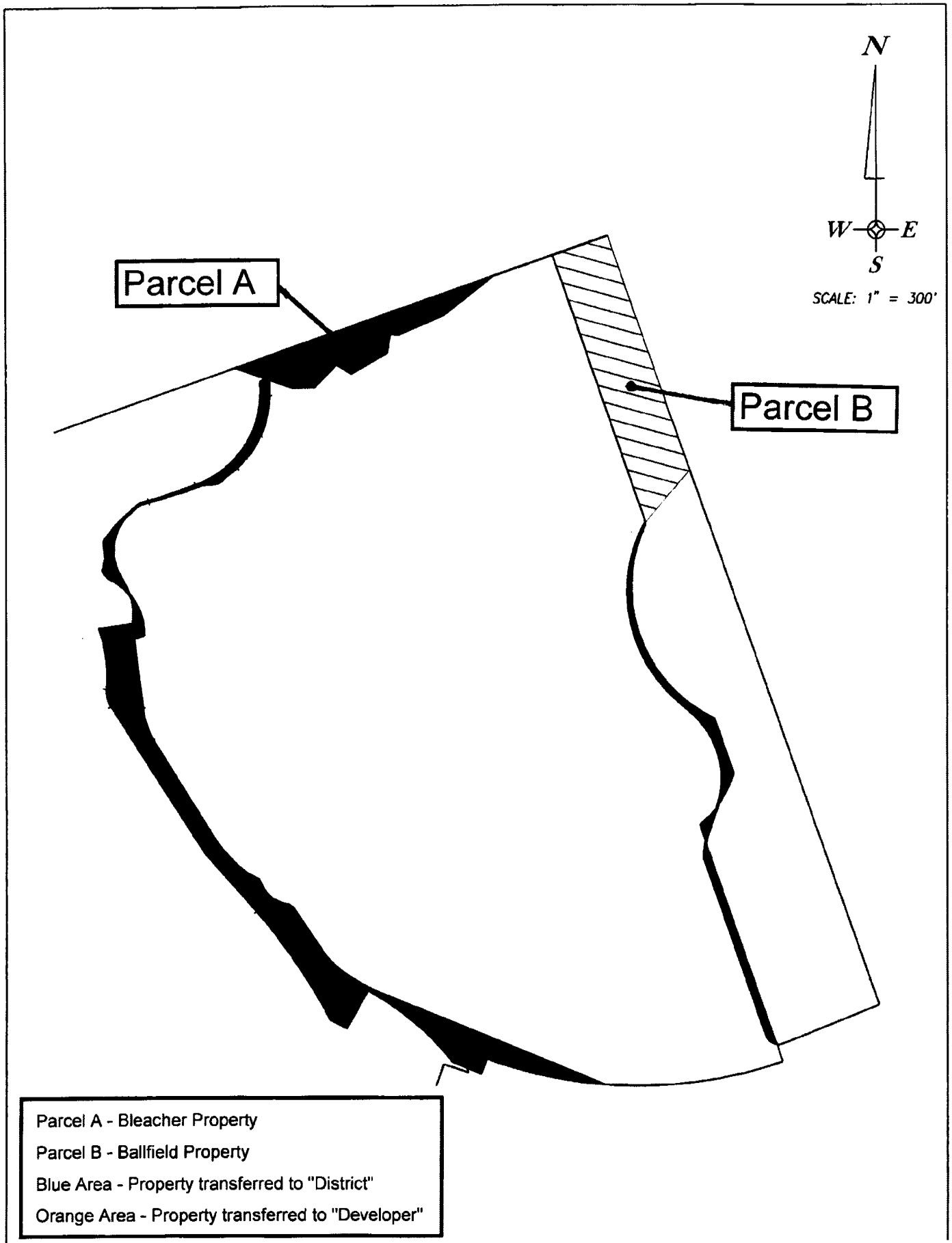
By: Whispering Hills, LLC,  
a Delaware limited liability company  
Sole Member

By: IHP Investment Fund II, L.P.,  
a California limited partnership  
Managing Member

By: Institutional Housing Partners II, L.P.,  
a California limited partnership  
General Partner

By: IHP Capital Partners,  
a California corporation  
General Partner

By: \_\_\_\_\_  
By: \_\_\_\_\_





CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members,  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent

SUBJECT: **APPROVAL: BOARD POLICY 1230, SCHOOL-CONNECTED  
ORGANIZATIONS**

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**BACKGROUND INFORMATION**

Board Policy 1230, School-Connected Organizations, was adopted in 1995. Proposed revisions include language regarding booster clubs.

**CURRENT CONSIDERATIONS**

This item requests approval of proposed revisions to Board Policy 1230. The previous Board policy did not specifically address booster clubs, and these entities should be included. Proposed additions to the board policy appear in bold; deletions are struck through (Exhibit A).

**FINANCIAL IMPLICATIONS**

There are no financial implications to this agenda item.

**STAFF RECOMMENDATION**

It is respectfully recommended the Board approve revised Board Policy 1230, School-Connected Organizations, Exhibit A.

DISCUSSION/  
ACTION





**SCHOOL-CONNECTED ORGANIZATIONS**

The Governing Board recognizes that parents/guardians **and community members** may wish to organize **school-connected foundations and/or school-connected booster clubs** for the purpose of supporting ~~the educational program and/or district and~~ extracurricular programs, **such as athletic teams, debate teams, or musical groups.** The Board **appreciates the contributions made by such organizations and encourages their interest and** ~~supports such activities and welcomes parental interest and participation in supporting district activities and helping to achieve the district's vision for student learning.~~ ~~Parent/guardian clubs and organizations shall be especially careful not to seek advantages for the activities they support if those advantages might be detrimental to the school program.~~

~~The Board requires parent/guardian clubs to have a written statement of purpose and/or bylaws.~~ The Board recognizes that these **school-connected** organizations are **separate legal entities,** independent of the school or District. **However, in order to help the Board fulfill its legal and fiduciary responsibility to manage district operations, any school-connected organization that desires to raise money to benefit any district school, program, or students shall submit a request for authorization to the Principal, in accordance with Board policy and administrative regulation. In addition, the Superintendent or designee shall establish appropriate internal controls for the relationship between school-connected organizations and the district.** ~~In order to protect the District and students, the Superintendent or designee may establish appropriate controls for the relationship between such organizations and the District. A parent/guardian club shall, as a condition for recognition by the school District, make its financial records available for review by the school District upon request.~~

**The Board encourages school-connected organizations to consider the impact of fund-raising activities on the overall school and district program. School-connected organizations shall consult with the principal to determine school needs and priorities. Activities by school-connected organizations shall not conflict with law, Board policies, administrative regulations, or any rules of the sponsoring school, and must receive prior approval by the school principal or designee.**

~~The president of each school's organization serves as the school's representative to the coordinated council which meets monthly with the Superintendent for the consideration of subjects of interest and of concern to the organizations and the District.~~

*(cf. 0200 - Goals for the School District)*

*(cf. 6020 - Parent Involvement)*

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

*(cf. 1330 - Use of School Facilities)*

*(cf. 3452 - Student Activity Funds)*

## **School-connected Organizations**

**BP 1230(b)**

*(cf. 3290 - Gifts, Grants and Bequests)*

*(cf. 3554 - Other Food Sales)*

*(cf. 5030 - Student Wellness)*

*(cf. 6145 - Extracurricular and Cocurricular Activities)*

*(cf. 6145.2 - Athletic Competition)*

### *Legal Reference:*

#### EDUCATION CODE

*200-262.4 Prohibition of discrimination on the basis of sex*

*35160 Authority of governing boards*

*38130-38138 Civic Center Act, use of school property for public purposes*

*48931 Authorization for sale of food by student organization*

*48932 Authorization for fund-raising activities by student organization*

*49431 Sale of food to elementary students during the school day*

*49431.2 Sale of food to middle, junior, or high school students*

*49431.5 Sale of beverages at elementary, middle, or junior high schools*

*51520 Prohibited solicitation on school premises*

*51521 Fund-raising project*

#### BUSINESS AND PROFESSIONS CODE

*17510-17510.95 Solicitations for charitable purposes*

*25608 Alcohol on school property; use in connection with instruction*

#### GOVERNMENT CODE

*12580-12599.7 Fundraisers for Charitable Purposes Act*

#### PENAL CODE

*319-329 Lottery, raffle*

#### CODE OF REGULATIONS, TITLE 5

*4900-4965 Nondiscrimination in elementary and secondary education programs*

*15500 Food sales in elementary schools*

*15501 Food sales in high schools and junior high schools*

#### CODE OF REGULATIONS, TITLE 11

## **School-connected Organizations**

**BP 1230(c)**

*300-312.1 Fundraising for charitable purposes*

UNITED STATES CODE, TITLE 20

*1681-1688 Discrimination based on sex or blindness, Title IX*

COURT DECISIONS

*Serrano v. Priest, (1976) 18 Cal. 3d 728*

### *Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

*1101.89 School District Liability and "Hold Harmless" Agreements, LO: 4-89*

WEB SITES

CSBA: <http://www.csba.org>

California Office of the Attorney General, charitable trust registry: <http://caag.state.ca.us/charities>

California State PTA: <http://www.capta.org>

Policy

Approved: (4/2008)

**Revised:**


CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California



CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen M. Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent 

SUBJECT: **SECOND READING: NEW BOARD POLICY 4010 –  
EMPLOYEE/STUDENT NON-FRATERNIZATION**

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**BACKGROUND INFORMATION**

At the request of Trustee Winsten, staff investigated the possibility of adding a non-fraternization policy to its current personnel policies. After studying similar policies in other school districts and consulting with OCDE legal counsel, a non-fraternization policy was presented to the Board for a first reading on February 9, 2009.

**CURRENT CONSIDERATIONS**

This agenda item seeks Board approval of **Board Policy 4010 Employee/Student Non-Fraternization**. Staff consulted with OCDE Legal Counsel to review suggested revisions after the first reading. Additional changes to the policy are in bold and were made after Trustee input and legal concurrence, Exhibit A.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with adopting this new policy.

**STAFF RECOMMENDATION**

It is respectfully recommended that Board President, recognize Deputy Superintendent, Personnel Services, Suzette Lovely to introduce this item and address any further questions Trustees may have regarding its contents. Following discussion, it is recommended that Trustees approve **BP4010 Employee/Student Non Fraternization**, Exhibit A.

DISCUSSION/  
ACTION



**EMPLOYEE/STUDENT NON-FRATERNIZATION**

The relationship between the school employee and the student shall be one of professional cooperation and respect. All employees, whether certificated or classified, have a responsibility to conduct themselves in a manner that will maintain an atmosphere that is conducive to learning.

It is the policy of the Board of Education to prohibit any type of sexual or romantic relationship, sexual contact, dating or courting between a school employee and an enrolled student. This includes internet chat rooms, social network services, text messages, cell phones, and all other forms of electronic communication. This prohibition applies to students of the same or opposite sex as the school employee. It also applies regardless if the student or school employee initiated the conduct and whether or not the student welcomes the conduct and/or reciprocates the attention. **This policy prohibits an adult education teacher from entering into a romantic or sexual relationship with a student enrolled in his/her course.**

The District shall promptly investigate allegations of prohibited staff/student relationships. In doing so, the District shall utilize the same investigation procedures followed for complaints of sexual harassment outlined in BP 4119.11.

Any employee who is found to have violated this policy will be subject to disciplinary action up to and including termination.

There may be circumstances that do not involve dating or courting, but are nevertheless unprofessional. Those cases will have to be judged on the totality of the circumstances under the causes for discipline set forth in the Education Code and collective bargaining agreements.

*Legal Reference:**Title IX of the Education Amendments of 1972; 20 U.S.C.*

Policy  
First Reading: February 9, 2009  
Second Reading: March 9, 2009

**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
San Juan Capistrano, California





CAPISTRANO UNIFIED SCHOOL DISTRICT  
San Juan Capistrano, California

March 9, 2009

TO: Ellen Addonizio, President  
and Members  
Board of Trustees, Capistrano Unified School District

FROM: Suzette Lovely, Deputy Superintendent

SUBJECT: **CSBA DELEGATE ASSEMBLY ELECTION, REGION 15**

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**BACKGROUND INFORMATION**

The Capistrano Unified School District Board of Trustees, as a member of the California School Boards Association, has an opportunity to vote for candidates running for CSBA's Delegate Assembly. Capistrano Unified is in Region 15 (Orange County & Lowell Joint School District).

**CURRENT CONSIDERATIONS**

This agenda item pertains to the election of School Board Members to serve on CSBA's Delegate Assembly. There are eight Delegate Assembly positions up for election in Region 15, as shown in the Delegate Assembly Ballot, Exhibit A. The Board may vote for one candidate, or for any number up to eight. Biographical information for each Region 15 candidate is included for Trustee review, Exhibit B.

**FINANCIAL IMPLICATIONS**

None

**STAFF RECOMMENDATION**

The Board of Trustees, at its discretion, may vote for any number up to eight from among the candidates in Region 15 to serve on CSBA's Delegate Assembly.

**DISCUSSION/  
ACTION**



This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No Later Than **MONDAY, MARCH 16, 2009**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box.

*A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2009 DELEGATE ASSEMBLY BALLOT  
REGION 15  
(Orange County)

Number of vacancies: 8 (Vote for no more than 8 candidates)

*Delegates will serve two-year terms beginning April 1, 2009 – March 31, 2011*

*\*denotes incumbent*

<input type="checkbox"/> Bonnie P. Castrey (Huntington Beach Union HSD)*	<input type="checkbox"/> Sue Kuwabara (Irvine USD)*
<input type="checkbox"/> Michael Collier (Newport-Mesa USD)	<input type="checkbox"/> José F. Moreno (Anaheim City SD)*
<input type="checkbox"/> Judy Edwards (Fountain Valley SD)*	<input type="checkbox"/> Andrew Nguyen (Westminster SD)
<input type="checkbox"/> Karin M. Freeman (Placentia-Yorba Linda USD)*	<input type="checkbox"/> Robert A. Singer (Fullerton Joint Union HSD)*
<input type="checkbox"/> Matthew Harper (Huntington Beach Union HSD)	<input type="checkbox"/> Elizabeth (Beth) Swift (Buena Park ESD)*
<input type="checkbox"/> Celia Jaffe (Huntington Beach City ESD)*	

\_\_\_\_\_  
*Provision for Write-in Candidate Name*      *School District/COE*

\_\_\_\_\_  
*Provision for Write-in Candidate Name*      *School District/COE*

\_\_\_\_\_  
*Provision for Write-in Candidate Name*      *School District/COE*

\_\_\_\_\_  
*Signature of Superintendent or Board Clerk*

\_\_\_\_\_  
*TITLE*

\_\_\_\_\_  
*School District/COE Name*





# CSBA 2009 Delegate Assembly Biographical Sketch Form

**Due: Wednesday, January 7, 2009** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete this **required**, one-page, single-sided, biographical sketch form. An optional, single-sided, one-page résumé may also be submitted, both will be copied exactly as received. Please **do not** state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this one page, single-sided biographical sketch will **not** be accepted. An electronic copy of this form is available on our web site at <http://www.csba.org/AboutCSBA.aspx>.

Bonnie P. Castrey	714-963-7114	bcastrey@hbuhdsd.org
Name Huntington Beach Union High School District	Contact Phone Number 23 years	E-mail Address 16,000
School District or COE Name	Years on board ADA	
CSBA Region/Subregion 15 /	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? 22

Please describe your activities/involvement or interests in your local district.

For over 23 years I have served on numerous district committees and remained heavily involved in district programs, including peer mediation, labor management cooperation, and the Fine and Performing Arts. I worked with the community to support public education and all our fine programs. I've been the representative to ROP, strategic planning, and the teacher education programs, and served on local WASC teams. Our district community passed a bond four years ago in order to modernize all our campuses and classrooms.

Please describe any other education-related activities/involvement.

I served on the OCSBA Board about eight years and as President in 1990. I teach mediation, collective bargaining, and related courses at local universities and colleges. I helped found the Center for Excellence in Education and chair that foundation which funds special activities in member districts for staff and the CAPPIES Awards for the Arts. I chair the Center for Collaborative Solutions (formerly CFIER) which teaches principled negotiations in districts and labor unions. I am a fact finder and work with school districts and unions throughout the state.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

Since first elected, I have attended Delegate Assembly meetings and participated on numerous committees, including Conference Chair for the 1990 Annual Education Conference, Legislation and Budget, GRC since 1990, FGRC since 1996, 1999 Collective Bargaining Task Force, CIF and Executive Committee 1991-1996, Nominations Committee, and CSBA representative to CFIER. I regularly attend FRN and CSBA Legislative Network and completed my Masters of Boardmanship. I have participated as a speaker at many CSBA conferences.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

*Bonnie P. Castrey*  
Signature

December 10, 2008

Date

## **Bonnie Prouty Castrey Resume**

Ms Castrey, originally a nurse by profession, has always taken an active role in education. She earned her three-year diploma in 1964 from Edward J. Meyer Memorial Hospital in Buffalo, New York, and her Bachelor of Science from California State University at Long Beach in 1972. In 1992, she completed her Juris Doctor at Western State University College of Law where she received a full scholarship based on scholastic achievement.

In 1972 she became a tenured instructor at El Camino College. She continues to teach mediation, negotiation skills, and arbitration at a number of colleges and universities as an adjunct professor. She also provides seminars on communication skills, group process, negotiations, facilitation, and building internal capacity for dispute resolution and dispute resolution skills. In 1978, County Supervisor Harriett Wieder appointed Ms Castrey to the Orange County Commission on the Status of Women. She served on the Commission for nine years. During that time she influenced public policy and in 1979, Conciliation Courts to mediate child custody disputes were established in the Orange County Superior Court.

Since 1985, Ms Castrey has served her community as an elected Trustee of the Huntington Beach Union High School District. The District encompasses three cities and has six comprehensive high schools, one continuation school, alternative education and adult education programs serving over 15,000 students. She has served seven terms as President of the Board. One of her most significant contribution to the school district has been the initiation of the Relationships By Objectives (RBO) for certificated staff and Team Building through Communication (TBC) for classified staff which brought labor management peace to the district through collaborative problem-solving.

In 1986, the Board placed a significant emphasis on creating a climate in which women and people of color could thrive and succeed in climbing the administrative ladder. Hence, two current assistant superintendents are women who were brought in and nurtured through the process. Additionally, at one point there were three women (hired in that 1986-1991 timeframe) serving as superintendent and assistant superintendents.

Ms Castrey served 8 years as the HBUHSD Representative to the Coastline Regional Occupational Program and served as President of that Board twice. She has attended the statewide legislative meetings of CARCROP and spoken out on the need for funding and adequately supporting Career and Technical Education.

As a member of the Golden West College Foundation and Chair of the Center for Excellence in Education Foundation, she has helped raise money for teachers and the Arts/CAPPIES in Orange County. Ms Castrey was also instrumental in the formation of the HBUHSD Academy for the Performing Arts in 1993. That academy has grown from 200 to more than 500 students, and the academy has won over 25 CAPPIES, many Macy Awards, and other significant recognitions over these years.

Ms Castrey is an internationally recognized specialist in dispute resolution. She has assisted parties in reaching agreements through mediation in diverse industries from education and construction to theme parks and transportation. She specializes in employment and labor/management issues. In her three decades of neutral practice, Ms Castrey has assisted parties in over 2,000 disputes. As an active member of the Society of Professionals In Dispute Resolution (SPIDR), she co-edited the International "SPIDR News" newsletter for ten years, served on the Board of Directors 1987-1992, and served as the International President in 1990-1991.

Ms Castrey helped found and serves on the boards of directors of numerous organizations, including the California Foundation for the Improvement of Employer-Employee Relations (CFIER) and The Mediation Center and the California Dispute Resolution Council (CDRC). She chaired the American Arbitration Association's Orange County Employment Mediation Advisory Council from 1995-1999. She currently chairs the Center for Collaborative Solutions (CCS) which resulted from the merger of CFIER and The Workplace Institute.

Ms Castrey holds numerous awards for her professional and community activities and speaks nationally and internationally on comparative dispute resolution systems in the United States. In 1995 President Clinton appointed Ms Castrey to a five-year term as a Member of the Federal Service Impasses Panel (FSIP). In 2000, the President reappointed her as Chair of the Federal Service Impasses Panel (FSIP) where she served until January of 2002. In March and April of 1999, she served as a Visiting Scholar at Edith Cowen University, Perth, Australia, and in January of 2000, she was a Guest Lecturer at Harvard's John F. Kennedy School of Public Policy.

**CSBA****2009 Delegate Assembly Biographical Sketch Form****Due: Wednesday, January 7, 2009** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

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Michael Collier	(714) 396-4037	MLDLPCOLL@aol.com
Name	Contact Phone Number	E-mail Address
Newport-Mesa Unified School District	2	20,454
School District or COE Name	Years on board	ADA
CSBA Region/Subregion 15 /	Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how long have you served as a Delegate?

Please describe your activities/involvement or interests in your local district.

Currently serving as Board Clerk for 2009 for the Newport-Mesa Unified School District. I have served as Board representative for the following committees and organizations: Legislative Representative, Political Action Representative for the Orange County School Boards Association, Newport-Mesa Unified School District Arts Commission, Costa Mesa Chamber of Commerce, Newport Mesa Schools Foundation, School Attendance Review Board (SARB), District English Learners Advisory Committee (DELAC), Nominating County Committee on School District Organization (Orange County DOE), YMCA Youth Achievers Board, Costa Mesa United Board, and Costa Mesa City/School District Liaison Committee.

Please describe any other education-related activities/involvement.

Served in various PTA leadership positions including President. Served as a volunteer for Orange Coast College (OCC) for 27 years, including Past President of OCC Alumni Association and Scholarship Committee Chairman Honors Night Master of Ceremonies. Currently a member of NSBA, NSBA Federal Relations Network, and Association of California School Administrators (ACSA). Have attended the CLCI Elected Officials Leadership Academy and served on a Accrediting Council for Independent Colleges and Schools Technology Specialist School Visitation Committee. A LEEDS and CHPS Professional, lecturer on High-Performance Schools and Sustainable Energy Resources for Schools, a Boy Scout Leader, and a past Little League President.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

I am a 2008 CSBA Master of Governance Graduate and a Member of the State Legislative Network. I have attended state conventions and conferences since my election. As a member of the Delegate Assembly I will strive to represent my region and CSBA with a focus on high standards for education. I will work to assure accountability for students, teachers and administrators. As a member of the Delegate Assemble I look forward to working with others with similar goals to insure school safety and better funding for facilities needs and repairs.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature

Date

1/7/2009



## **Michael Collier                      Region 15**

2390 Colgate Dr. Costa Mesa, CA 92626

714 396-4037 Cell, 714 754-4099 Fax,  
[mcollier@nmusd.us](mailto:mcollier@nmusd.us)   VoteMichaelCollier.com

Newport Mesa Unified School District/ Trustee Area 2

Occupation:                      Trane Commercial Systems/ Southern California  
Business Development Leader/ Education Market

Education:	National University	Master of Education	2005
	University of Redlands	Bachelor of Science	1985
	CSBA	Master's of Governance	2008

Credentials:	California Administrative Services	2007
	California Professional Single Subject Clear	2005
	Music Education, CLAD	

### **Professional Experience:**

IPP of America	West Coast District Manager
So Cal International College	Executive Director
Corinthian College	Director of Education
Computer Learning Centers	Director of Education
Nightscaping University	School Director

### **Teaching Experience:**

Estancia High School	Newport Mesa USD
Mountain View High School	El Monte Union HSD
CES	Costa Mesa, CA

### **Professional Accomplishments:**

Author "How to Start a Lighting Business"

Published Architectural Digest, Orange County Magazine,  
Garden Design, Ortho's Home and Garden/ Lighting

Presenter BYU/CES Symposium Teach the Teacher

### **Grant Writer/ Recipient**

Newport Mesa Foundation Grant  
CJ Segerstrom Grant  
Credit Union of Southern California Student Impact Grant



**CSBA****2009 Delegate Assembly Biographical Sketch Form****Due: Wednesday, January 7, 2009** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

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Name Judy Edwards	Contact Phone Number (714) 968-2353	E-mail Address Edwards21h@cs.com
School District or COE Name Fountain Valley School District	Years on board 10	ADA 6150
CSBA Region/Subregion 15 /	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? 6

Please describe your activities/involvement or interests in your local district.

- I am serving my 3rd term on the Fountain Valley School District governing board .
- I served on my District's "Action Committee for Education" for 4 years.
- I served as a Board representative to the Special Education Committee for 6 years and also have represented the Fountain Valley School District on Ad Hoc committees for the cities of Fountain Valley and Huntington Beach.
- I have served as an alternate rep to the Superintendent-Parent Council and to the Nominating Committee on School District Organization.

Please describe any other education-related activities/involvement.

I hold a B.A. in History and Special Education and a M.A. in Educational Leadership. After 20+ years of teaching, I am retired. I served for 10 years on the governing board of CARS+ (California Association of Resource Specialists). During that time, I served two terms as State President and was the Convention Chair. I've also held the positions of PTA President and President of the Superintendent-Parent Council. I currently supervise student teachers at Chapman University.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

I am a graduate of the CSBA Masters in Governance Program. I am a past President of the Orange County Chapter of CSBA. I have also served as District representative for PAGE and serve as an alternate to the Nominating Committee on School District Organization. I regularly attend the OCSBA/ACSA general dinner meetings and the annual CSBA conference and served on the convention-planning committee for the CSBA Annual Conference. Our board unanimously adopted a Resolution in support of CSBA's Professional Governance Standards and our District utilizes CSBA's policy service via GAMUT. As I remember my years raising my two children, my experiences in educational leadership on the PTA, my career as a teacher in the Westminster School District, and as a member of the Fountain Valley School District governing board, I have always been keenly committed to public education. I am eager to continue serving Region 15 as an advocate for children and education.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

*Judy A. Edwards*  
Signature

12-11-08  
Date

**CSBA****2009 Delegate Assembly Biographical Sketch Form****Due: Wednesday, January 7, 2009** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

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Karin M. Freeman	714-777-0686	KMFinYLCa@aol.com
Name	Contact Phone Number	E-mail Address
Placentia-Yorba Linda Unified School District	19 years	27,099
School District or COE Name	Years on board	ADA
CSBA Region/Subregion 15 / _____	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? 6 years

Please describe your activities/involvement or interests in your local district.

- \*Board Member, PYLUSD since 1989, serving as President 5 times
- \*Board Member, North Orange County ROP since 1991, serving as President 3 times
- \*Member, OCSBA Board of Directors since 1993, serving one term as President
- \*Member, Orange County Committee on School District Organization since 2007
- \*Past Representative to PAGE (OCSBA)
- \*Board Member, former Yorba Linda Elementary School District (1986-1989)
- \*Past PTA President, 2 terms
- \*Past Site Council Member
- \*Treasurer, former education foundation (YL4ED) for now defunct YLESD
- \*Volunteered 9 years in my children's schools and another 5 years at another school in our district
- \*Active leader in the merger of Placentia Unified School District and Yorba Linda Elementary School District in late 1980's

Please describe any other education-related activities/involvement.

- \*Member, Yorba Linda Chamber of Commerce 24 years including active on Education Committee and Legislative Committee
- \*Member, St. Jude Hospital Community Benefit Committee since 1999
- \*Recipient of 2005 Marian Bergeson Award from OCSBA
- \*Steering Committee Member, North Orange County Leadership Institute, 1994-2000
- \*Member of former Placentia-Yorba Linda Child Care Task Force
- \*Former technical English teacher, IBM Germany

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

- \*CSBA Activities: Delegate, CSBA Delegate Assembly since 2002
- Completed Masters in Governance, 2003
- Golden Bell Validator, 2002, 2003, 2006, 2008
- Governmental Relations Chair, Michael Duvall (R), 72<sup>nd</sup> Assembly District, 2007-present
- Presenter, 2000 CSBA Conference

The opportunity to serve as a Delegate has definitely enhanced my understanding of the issues facing educational leaders throughout California. Networking with other board members is invaluable. During my years on the board, adequacy of funding has always been an issue. But never have I seen such a dire forecast for the future of California public education as we all face now. More than ever, it's imperative to work together to protect the future of the youth of our state. Clearly CSBA is the preeminent voice in the discussions that are ongoing regarding how public schools are to be supported to fulfill our mission.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

*Karin M. Freeman*  
432 nature

12-19-08  
Date

**KARIN M. FREEMAN**  
**PLACENTIA-YORBA LINDA SCHOOL BOARD**

**EDUCATION/PROFESSIONAL/PERSONAL**

- B.A., Political Science, UCI
- Former Technical English Teacher, IBM Germany
- Formerly in Management, Southern California Edison
- 1990 Recipient of Honor, Orange County Commission on Status of Women
- 2005 Marian Bergeson Award, Outstanding Board Member in Orange County
- Married 39 years with two children graduating our public schools

**EXPERIENCE IN EDUCATIONAL LEADERSHIP**

- Member, PYLUSD Board of Education since 1989
  - Served as President five times
- Member, North Orange County ROP Board of Trustees since 1991
  - Served as President three times
- Member, former Yorba Linda Elementary School District Board, 1986-1989
- Member and past president, Orange County School Boards Assn. since 1993
- Member, California School Boards Assn. Delegate Assembly since 2002
- Graduate, California School Boards Assn. Masters in Governance

**ADDITIONAL CIVIC INVOLVEMENT AND ACTIVITIES**

- Member, Yorba Linda Chamber of Commerce, 24 years, serving terms on the Board of Directors and on the Executive Board
- Member, Education and Legislative Committees, YL Chamber of Commerce
- Member, St. Jude Community Benefit Committee since 1999
- Founding member/current docent, Yorba Linda Heritage Museum
- Steering Committee member, North Orange County Leadership Institute 1994-2000
- Past PTA President, Linda Vista Elementary School, 2 terms
- Past Site Council member, Linda Vista Elementary
- Treasurer, former education foundation (YL4Ed) for now defunct YLSD

I strongly believe that the mission of public education is to prepare young citizens to enter the larger world upon graduation and be ready to seek their destinies. As a parent, I have seen how important it is that all children be given opportunities to succeed in school. As school board members we need to be advocates for rigorous, relevant education and make decisions that will enable our students to become proficient in the many disciplines and skills necessary for future success.

**CSBA****2009 Delegate Assembly Biographical Sketch Form****Due: Wednesday, January 7, 2009** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

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Matthew Harper	714-536-9989	matthewharper@verizon.net
Name	Contact Phone Number	E-mail Address
Huntington Beach Union High School District	10+	16,000
School District or COE Name	Years on board	ADA
CSBA Region/Subregion 15 / _____	Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how long have you served as a Delegate? _____

Please describe your activities/involvement or interests in your local district.

**Current Member:**

- Adult/Alternative Education Community Advisory Committee
- Team Building through Communication (TBC) Committee

**Former Member:**

- District English Learners Advisory Committee (DELAC)
- Relationships by Objectives (RBO) Committee
- Curriculum Committee

**Huntington Beach High School, Class of 1992**

- Represented HBHS as a Student Congress finalist at the National Forensics League Tournament, Fargo, North Dakota
- Member, Huntington Beach High School Alumni Association

Please describe any other education-related activities/involvement.

**California School Boards Association**

- Earned Masters in Governance certificate
- Attended over ten consecutive CSBA Annual Conventions starting in 1998

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

- If elected, I will cast my vote according to conservative principles.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

434  
Signature

JANUARY 7, 2009  
Date



# **Matthew Harper**

215 Wichita Ave #107, Huntington Beach, CA 92648  
714-536-9989

**HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT**  
**HUNTINGTON BEACH, CA**  
**Trustee**

- Elected in 1998 to govern six comprehensive high schools in Huntington Beach, Fountain Valley and Westminster
- Re-elected with most votes in 2002
- Uncontested in 2006
- Earned Masters in Governance certificate from the California School Boards Association
- Attended over ten consecutive CSBA Annual Conventions starting in 1998

**OFFICE OF SUPERVISOR JANET NGUYEN**  
**COUNTY OF ORANGE, FIRST DISTRICT**  
**SANTA ANA, CA**  
**Policy Advisor**

- Intergovernmental relations with the First District Cities of Garden Grove, Santa Ana and Westminster
- Advisor on issues concerning Orange County infrastructure (i.e. water, flood control, roads, parks, public works, etc.)
- Assistant to the Supervisor in oversight of various Orange County departments

**YOUNG REPUBLICAN FEDERATION OF CALIFORNIA (YRFC)**  
**State Chairman (2005-2007)**

- Elected statewide by convention in 2005
- Member of the state board since 1998; currently serves as Immediate Past Chairman

**CALIFORNIA REPUBLICAN PARTY**  
**Associate Representative (1999-2002)**

- Elected statewide by convention in 1999
- As Associate Representative, served as Ex-Officio member of the state platform committee
- Currently serves as an appointed regular member since 2002

**ORANGE COUNTY REPUBLICAN PARTY**  
**Elected Member, Central Committee (2002-2008)**

- Elected to three consecutive terms; 2002, 2004, and 2006
- Previously served on the endorsements committee

**UNIVERSITY OF SOUTHERN CALIFORNIA**  
**Bachelor of Science, Public Policy & Management**

- Elected member of the USC Student Senate

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Name	Contact Phone Number	E-mail Address
Celia Jaffe	714-963-5468	cjaffe@socal.rr.com
School District or COE Name	Years on board: 4	ADA: 6699
Huntington Beach City School District		
CSBA Region/Subregion 15	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? 2 years

Please describe your activities/involvement or interests in your local district.

Celia Jaffe Local School Involvement and Interests:

I have been an active volunteer in the schools of Huntington Beach City School District for the last 17 years. I have been on the District Advisory Committee, president of School Site Council, officer of Parent Advisory Council for Gifted and Talented Education, on a textbook adoption committee, on a budget advisory committee, volunteered for the bond campaign, on an administrator interview panel, on a 7-11 committee, and an officer of our local education foundation.

In the Huntington Beach Union High School District, I have been on the Community Action Panel, participated in Edison High School's mission/goal setting, volunteered for the Academy of the Performing Arts Guild Association, worked on that bond campaign, and helped with the Edison newsletter and band boosters.

I ran unsuccessfully for our school board in 1998, ran unopposed for a vacant partial term in 2004, and was re-elected in 2006. My experience on the board has included the areas of finance, labor negotiations, and property issues. I am also very interested in advocacy for education funding and community awareness of public education issues.

Please describe any other education-related activities/involvement.

PTA has been a crucial part of my life for about 14 years. I have served as school unit president at 3 schools and a multitude of other leadership positions in all four schools my children attended. I was president of Huntington Union Council PTA, spanning the PTAs of four school districts. It was a pleasure to work with the leadership of Fountain Valley, Ocean View, and Huntington Beach Union High School District as well as my own.

Presently I am officer for 4th District PTA, which covers Orange County. As Vice President of Advocacy, I train parent leaders, educate people on state issues, and plan a trip to Sacramento for around 90 parent advocates. I have been a PTA representative among the leaders of the Orange County Education Coalition.

Before becoming an at-home parent and community volunteer, I taught high school English for 4 years.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

- Attended annual conference five times
- 2008 conference workshop presenter on budget cutting
- Partway through Masters in Governance training
- Delegate Assembly for two years—attended all four sessions in their entirety
- Legislation Action Conference—twice, meeting with legislators each time

I would like to continue to represent Orange County in Delegate Assembly because I enjoy being up to date on education issues, and I take the work of the Delegate Assembly seriously. Our voice at the statewide level is crucial to bringing California public education where it needs to be for the future of our kids and our state.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

12-24-08

Date

**CSBA****2009 Delegate Assembly Biographical Sketch Form****Due: Wednesday, January 7, 2009** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

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Sue Kuwabara	714.838.4815	sukuwabara@cox.net
Name	Contact Phone Number	E-mail Address
Irvine Unified School District	8 years	26,420
School District or COE Name	Years on board	ADA
CSBA Region/Subregion - 15	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes No	If yes, how long have you served as a Delegate? 6 years

Please describe your activities/involvement or interests in your local district.

- Member & Past President, IUSD Board of Education
- President, Irvine Child Care Project
- Member, Medical Advisory Board
- Member, IUSD Coalition for Legislative Action
- Board representative to Teacher of the Year Committee

*Previous appointments:*

- First Vice President, Irvine PTA Council
- Co-Chair, Parcel Tax Campaign
- Member, IUSD Facilities Master Plan Committee
- Member, IUSD Strategic Planning Team
- Member, School Site Council

Please describe any other education-related activities/involvement.

- Treasurer & Past President, OCSBA
- Member & Past President, Coastline ROP Board of Trustees
- CSBA Board representative to the CIF Southern Section Executive Board
- Member of CSBA Nominating Committee - 2009
- Member, State CIF Task Force

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

I completed the "Masters in Governance" program in March 2003, and would like to acknowledge CSBA for providing such a valuable and in depth training program for board members. I have a keen interest in legislative issues and visit Sacramento annually to meet with legislators to encourage adequate school funding, safe and secure facilities for all children, and preservation of local control. My 20 years of hands-on experience, as both a parent volunteer and PTA leader, have provided me with a personal perspective of how education affects our children, families and ultimately, society. I have enjoyed the last six years as a Region 15 Delegate to CSBA and look forward to continuing the work of finding solutions to the monumental challenges facing education today.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature Sue Kuwabara

12/16/08  
Date

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<b>José F. Moreno</b>	(562) 397-9451 (cell)	morenojo@sbcglobal.net
Name	Contact Phone Number	E-mail Address
Anaheim City School District	2 years	18,655
School District or COE Name	Years on board	ADA
CSBA Region/Subregion 15 / ____	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? 6 months

Please describe your activities/involvement or interests in your local district.

My involvements include being a PTA member of Adelaide Price Elementary; one of the founding parents of ACSD's Dual Language Immersion Program at Adelaide Price Elementary; monthly attendance at our District's DAC/DELAC monthly meetings; member of Los Amigos of Orange County--active in the group's Education Committee which seeks to work in partnership with Orange County school districts and universities & colleges in improving educational conditions and outcomes for students. I work actively with the Anaheim Union High School District Puente Parent Advisory Committee and AUHSD school leaders to improve college preparation programs for students and families; I serve on the North Orange County Community College District Chancellor's Latino Advisory Committee; I also serve as ACSD representative to the OCSBA PAGE Committee.

As a parent, educator, educational researcher, and community member, my interests as a Board member in ACSD are: 1) to prepare all students for the social and economic realities of an increasingly global society; 2) to offer a safe, healthy, and inspiring learning environment for all children; and 3) to support initiatives that promote access to higher education.

Please describe any other education-related activities/involvement.

I have a Doctorate in Education from Harvard University in Administration, Planning & Social Policy, and am on the faculty at California State University, Long Beach as an Associate Professor of Latino Education and Policy Studies. I taught in schools of education at USC, Claremont Graduate University and Harvard University. I served as consultant to Long Beach Unified School District's Migrant Education Program; UC Irvine's Center for Educational Partnerships; and pre-college preparation programs such as the Mathematics, Engineering, and Science Achievement Program (MESA) and Puente, both based out of the University of California. I wrote and/or edited numerous articles and reports in academic journals and was a presenter, panelist and keynote speaker at several universities and academic conferences. I am a member of the American Educational Research Association; Association for the Study of Higher Education; Advisory Board of the Harvard University Civil Rights Project; and the Research Advisory Council for the National Action Council for Minority Engineers.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

I am interested in continuing to serve as a CSBA delegate as a means of contributing my knowledge and experiences in school systems toward advocating for public education in California. In particular, I am interested in contributing toward effectively educating the public and other elected officials about successful practices and policies across the K-16 spectrum that seek to eliminate achievement gaps across sub-groups of students.

I feel my background and knowledge will be of value toward meeting CSBA's goals of improving public education in California for all students and in particular continuing to voice the particular strengths and challenges of local schools in Orange County.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

438 ature

Date

1/7/09



**CSBA****2009 Delegate Assembly Biographical Sketch Form****Due: Wednesday, January 7, 2009** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

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Andrew Nguyen	(714) 894-7311	tmontgomery@wsd.k12.ca.us
Name	Contact Phone Number	E-mail Address
Westminster School District	2 years	10,000
School District or COE Name	Years on board	ADA
CSBA Region/Subregion <u>15 / WSD</u>	Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how long have you served as a Delegate? _____

Please describe your activities/involvement or interests in your local district.

I actively support the students, staff and parents of the Westminster School District through my attendance at events or volunteering to take a leadership position in getting things accomplished. I currently serve as the Second Vice President of the Classified School Employees Association, Chapter 121 and also support the Westminster Teachers Association. In addition, I serve as a Traffic Commissioner for the City of Westminster and I am a member of the Chief of Police's Advisory Council. In both of these positions, I am able to have an impact on the safety and well-being of our students.

Please describe any other education-related activities/involvement.

I am employed by the Garden Grove Unified School District, one of the largest districts in Orange County. Working for a large, unified district and governing an elementary district provides me with a strong, comprehensive understanding of issues impacting education today. I am an avid supporter of the Vietnamese Language School that is held on Sundays at one of our middle schools. I have strengthened the district's relationship with the Vietnamese community, which represents approximately 40 percent of our population. As a leader in the Vietnamese community, I have increased communication between parents and the district as well as the business community and the district, both of which have benefited our students. I believe that my understanding of the Vietnamese community and culture would also be of benefit to CSBA.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

I am a firm believer in the goals of CSBA and I am currently enrolled in CSBA's Masters in Governance program. I would like to see CSBA become a guiding and active force in dealing with areas of concern that affect districts throughout the state, such as school safety. I believe that my unique perspective and expertise would make me an effective CSBA delegate.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

*Nguyen*  
Signature

1/6/09  
Date

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Robert A. Singer	714/871-6326	sing4us@aol.com
Name	Contact Phone Number	E-mail Address
Fullerton Joint Union High School District	28 years (7 times President)	14,665 (2007/08)
School District or COE Name	Years on board	ADA
CSBA Region/Subregion <u>Region 15</u>	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? 8 years

**Please describe your activities/involvement or interests in your local district.**

- City of Fullerton Economic Development Team.
- Initiated and supported comprehensive District assessment program successfully utilized for 21 years.
- Contributed to increased student educational opportunities, curriculum enhancement, new magnet programs, vocational offerings, and higher academic standards.
- Helped increase responsiveness to community, student focus as primary basis of decision-making, and enhanced teamwork within our District and across the community.
- Contributed to more effective long-range planning, thoughtful introduction and utilization of technology, and improving instructional excellence.
- Served as a strong team member with District, staff, and community.
- Helped obtain passage of school bond and assure timely, within-cost construction of new classroom buildings and modernization at each comprehensive school.

**Please describe any other education-related activities/involvement.**

- Orange County Committee on School District Organization (7 years to date).
- Served on the Orange County School Boards Association, with a term as Director for high schools.
- Served as a Trustee for the North Orange County ROP (currently alternate).
- Created/taught 5 years "Pollution and Politics" at California State University, Fullerton.
- Taught engineering and math courses for Hughes' Advanced Technical Education Program.
- Serving on Advisory Committee of the Museum of Teaching & Learning (MOTAL)
- Briefed former Mississippi Governor on our District's accountability program.

**Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.**

- Delegate Assembly Member 2001-present.
- Elected by Delegate Assembly to be on CSBA Nominating Committee.
- Golden Bell Award Local Validator.
- Regularly attend Annual CSBA Education Conference.
- Believe in strong public education as a source of America's strength and opportunity for all students. CSBA contributes to benefiting students and young people via policies and actions statewide.
- Presented 8 educational workshops with District teams on various topics at CSBA Annual Education Conferences, including: Educational Accountability, Schoolwide Interdisciplinary Programs, Building an Education Community, and Achieving Academic Excellence.
- Co-presented a paper on District programs for developing educational leaders at a National School Boards Association Conference.
- Wish to assist CSBA and membership by helping to:
  - ensure implementation of meaningful, educationally sound, stable, and cost-effective state educational accountability and standards systems.
  - establish a thoughtful, integrated, statewide educational framework to help guide legislative and agency directions to state schools.
  - evolve high payoff and supportable approaches to incorporating and maintaining educational technology.
  - obtain adequate funding to meet the full spectrum of educational needs and mandates.
  - preserve local control to allow districts to meet their unique student and district needs/constraints.
  - enhance educational governance.
  - address the growing need for talented teachers and administrators.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

*Robert A. Singer**November 12, 2008*

440ture

Date

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Elizabeth (Beth) Swift	714-521-7668	eswift@bpsd.k12.ca.us
Name	Contact Phone Number	E-mail Address
Buena Park School District	30	5700
School District or COE Name	Years on board	ADA
CSBA Region/Subregion <u>15</u> / <u>      </u>	Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes	If yes, how long have you served as a Delegate? <u>2</u>

Please describe your activities/involvement or interests in your local district. As a professional educator and Governing Board member, **education is what I do**—all aspects intrigue me: making policy, interacting with students, following up on practices that improve learning, improving parental involvement, understanding school finance and governance, to name just a few. I continued my own education by **earning an Ed.D in Educational Leadership at USC**. Because of my interest in **school finance**, I chose to extend my study of that topic for a full year, and it was the subject of my dissertation. As a school board member, I have been **president six years and clerk five years**. Last year and this school year, I have enjoyed producing a joint project: a "Spelling Bee" for 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students of the Buena Park [Elementary] School District, of which I am a Board Member, along with Buena Park High School where I work. **All students benefit**—the elementary and junior high schoolers through their participation in the competition and the high schoolers through their community service of mentoring younger students and planning a big event. I received the **2008 Marian Bergeson-Outstanding Board Member Award** by the Orange County School Boards Association for my service on behalf of public education.

Please describe any other education-related activities/involvement. **Professionally**, I am now or have been a teacher, mentor teacher, activities director, academy coordinator, special projects coordinator, dean of attendance, and high school assistant principal. This year, the Advanced Academics Academy that I coordinate at Buena Park High School was chosen by CSBA to receive a "Golden Bell" award. Also this year, I was honored by my school and district as the "Teacher of the Year" and by Buena Park Rotary Club as a "Distinguished Teacher". I have volunteered for many years in my community: **as a parent** when my four daughters were in school I was an officer of the PTA for many years and the parent representative on the school site council; **as a Rotary Club member**, I am involved with the "Reading by 9" program, which places additional reading materials in local schools and children's libraries.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate. CSBA is an important spokesman for public education in California. Therefore, it is essential to have experienced Board Members, such as myself, holding leadership roles within the organization so that our legislators and others understand the impact state policies have on local schools. As a CSBA member I have earned my **Master of Boardsmanship** and **Masters of Governance** certificates, I have attended **more than fifteen annual conferences**, participated in the **Legislative Action Conference** four years, and have been a member of the **Delegate Assembly** two years. I have also been a validator for **Golden Bell Award** for two years.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Elizabeth (Beth) Swift 12/7/08  
Signature Date

# Elizabeth "Beth" Swift

6832 Brenner Avenue  
Buena Park, CA 90621

714-521-7668 (Home)  
714-521-7660 (FAX)

## **Local School Board and CSBA Experience**

### Buena Park School District

- Governing Board Member since December 1979;
- Board President, 6 years;
- Board Clerk, 5 years.

### California School Board Association

- Master of Governance
- Master of Boardsmanship
- Convention attendee (15+ years)
- Participant in Legislative Action Conference (4 years)
- Validator for Golden Bell Award (2 years)
- Member of Delegate Assembly (2 years)

## **Academic Preparation**

- 2006 **Ed. D.**, University of Southern California—Educational Leadership; Dissertation topic: "A Central Office Staffing Model to Provide for an Adequate Education"
- 2001 **M.A.**, Azusa Pacific University—Education/School Administration; **Administrative Services Credential**
- 1973 **Standard Secondary Teacher's Credential**, California State University, Long Beach—Home Economics, History [Social Science later added by examination]
- 1971 **B.A.**, California State University, Long Beach—Home Economics and History.

## **Professional and Volunteer Experience**

- 23 years Educator—Variety of roles: Teacher, Mentor Teacher, Activities Director, Academy Coordinator, Special Projects Coordinator, Dean of Attendance, Assistant Principal.
- 18 years Parent Volunteer—PTA Officer, Active Volunteer, or School Site Council Member at Pendleton Elementary School, Buena Park Junior High School, Buena Park High School.
- 20+ years Church Volunteer—Choir Member, Sunday School Teacher, Vacation Bible School Teacher, other volunteer roles.

## **Honors/Awards**

- May 2008 Marion Bergeson Outstanding Board Member Award, Orange County School Board Association
- May 2008 Distinguished Teacher Award, Buena Park Rotary Club
- March 2008 District Teacher of the Year, Fullerton Joint Union High School District
- March 2006 Citizen of the Year, Rotary Club of Buena Park
- January 2006 Honored Teacher, Education Department, California State University Fullerton

## **Personal Data**

- Family: Married to Greg Swift since 1970, 4 daughters, 4 sons-in-law, 7 grandchildren
- Hobbies: Sewing, interior design, golf, walking
- Born: Fullerton, CA; lifetime resident of Buena Park, CA