

CAPISTRANO UNIFIED SCHOOL DISTRICT
33122 Valle Road
San Juan Capistrano, CA 92675

REVISED
8-23-11

BOARD OF TRUSTEES
Regular Meeting

August 24, 2011

Closed Session 5:30 p.m.
Open Session 7:00 p.m.

AGENDA

CLOSED SESSION AT 5:30 P.M.

1. CALL TO ORDER

2. CLOSED SESSION COMMENTS

3. CLOSED SESSION (as authorized by law)

A. PARENT APPEAL

EXHIBIT 3 A

B. PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL/RELEASE

(Pursuant to Government Code §54957)

EXHIBIT 3 B

~~**C. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**~~

~~1) Assistant Principal, High School
(Pursuant to Government Code §54957)~~

This item has been
pulled.

~~**EXHIBITS 3 C**~~

D. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Number of Cases: Two Cases
(Pursuant to Education Code §54956.9(a))

EXHIBIT 3 D1-D2

Superior Court of the State of California
County of Orange – Central Justice Center
Case No. 30-2011 00461701
James M. Reardon v. Capistrano Unified School District

Superior Court of the State of California
County of Orange – Central Justice Center
Case No. 30-2009 00300788
Whispering Hills LLC v. Capistrano Unified School District

E. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Significant Exposure to Litigation – One Case
(Pursuant to Government Code §54956.9(b)(1))

EXHIBIT 3 E

F. CONFERENCE WITH LABOR NEGOTIATORS

Dr. Joseph M. Farley/Jodee Brentlinger/Ron Lebs/Julie Hatchel/Sara Jocham
Employee Organizations:

- 1) Capistrano Unified Education Association (CUEA)
 - 2) Capistrano School Employees Association (CSEA)
 - 3) Teamsters
 - 4) Unrepresented Employees (CUMA)
- (Pursuant to Government Code §54957.6)*

EXHIBIT 3 F

G. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Superintendent
(Pursuant to Government Code §54957)

RECORDING OF SCHOOL BOARD MEETINGS

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

OPEN SESSION AT 7:00 P.M.

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA – ROLL CALL

REPORT ON CLOSED SESSION ACTION

SPECIAL RECOGNITIONS

Capistrano Academic Resources to Education (CARE) Foundation

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

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

DISCUSSION/ACTION ITEMS

- 1. 2011-2012 FISCAL YEAR BUDGETS FOR COMMUNITY FACILITIES DISTRICTS:** DISCUSSION/
ACTION
Vote _____
Page 1
EXHIBIT 1

The purpose of this agenda item is to request Board approval of the 2011-2012 fiscal year budgets for Community Facilities Districts (CFD) Nos. 87-1, 88-1, 90-1, 90-2, 90-2 IA, 92-1, 94-1, 98-1A, 98-2, and 2004-1. A summary budget for each CFD is attached as an exhibit. Changes to these budgets may be made at any time. There is no general fund impact.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Staff Recommendation:

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

Following Board discussion, it is recommended the Board of Trustees approve the 2011-2012 fiscal year budgets for CFD Nos. 87-1, 88-1, 90-1, 90-2, 90-2 IA, 92-1, 94-1, 98-1A, 98-2, and 2004-1.

Motion by _____ Seconded by _____

- 2. UPDATE ON WEST VIEW ACADEMY AND CONSIDERATION OF CHANGING THE NAME OF THE SCHOOL:** DISCUSSION/
ACTION
Page 29
EXHIBIT 2

The Board of Trustees requested at the last meeting that a discussion/action item be placed on this agenda to provide an opportunity to consider changing the name of West View Academy. The Board may unilaterally change the school's name, or may refer reconsideration of the school's name back to the subcommittee that recommended the present name. This agenda item will include a report by West View Academy Principal Rob Nye on the status of the school and short- and long-term plans for the school and its programs.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Joseph M. Farley, Superintendent

Staff Recommendation:

It is recommended that the Board hear the report on the school by Principal Rob Nye, and to determine if it wishes to change the name of the school.

Motion by _____ Seconded by _____

3. UPDATE OF COMPRESSED NATURAL GAS DISPENSER PROJECT AT THE ALISO VIEJO TRANSPORTATION CENTER:

This agenda item provides an update on the Compressed Natural Gas (CNG) dispenser project at the Aliso Viejo Transportation Center. The fueling dispenser is planned to serve the existing low-emitting CNG buses currently operated by the District in an effort to promote and enhance its clean, alternative-fueled bus fleet. The CNG facility is comprised of a small fueling dispenser with 20 separate fuel hoses connected to a low-pressure gas line. The CNG buses are currently fueled at an off-site location.

In 2006-2007, the District began planning the CNG dispenser through coordinated efforts with the Southern California Gas Company. Also, CNG buses were purchased in anticipation of the on-site dispenser. As a condition of approval, the City of Aliso Viejo requires a conditional use permit along with an environmental assessment. A mitigated negative declaration adopted by Trustees on January 12, 2010. Subsequently, The City of Aliso Viejo in conjunction with a neighboring property owner, expressed concerns regarding the proximity of the proposed dispenser to the property line, and the District further coordinated with the gas company to explore the relocation of the dispenser further into the interior of the site. The District is now revising the studies and plan for the CNG dispenser at the new location and will be continuing the approval process through the City of Aliso Viejo.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Staff Recommendation:

It is recommended the Board President recognize Ron Lebs, Deputy Superintendent, Business & Support Services, who will present this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

4. AWARD OF RFQ NO. 9-1011 – DEMOGRAPHIC CONSULTANT SERVICES, DAVIS DEMOGRAPHICS & PLANNING, INC., DECISIONINSITE, LLC, AND DOLINKA GROUP, LLC:

With the passage of Measure H on November 2, 2010, the District moved from at large election of Trustees, to election of Trustees by geographic areas. Passage of Measure H changed the current method of election to a “by trustee area” method of election requiring each member of the Board of Trustees to reside within, and be elected by, the voters living within that particular trustee area or district. These changes become affective with the election scheduled for Tuesday, November 6, 2012. In addition, the 2010 Census generated updated demographic data. As populations shift, trustee areas need to be evaluated and rebalanced (if necessary) every 10 years to reflect the revised census data. This analysis needs to be completed and revised trustee areas established prior to March 1, 2012.

The census data/trustee area analysis coupled with the requirement to establish geographic trustee election districts, created the need for specialized professional demographic services. In response, the District issued RFQ No. 9 -1011 - Demographic Consultant Services to secure proposals from qualified demographers to perform not only the work necessitated by the 2010 census, but also to perform a variety demographic and enrollment services on an ongoing as-needed basis.

Davis Demographics will provide services for demographic analysis, Districtwide and school-specific enrollment projections, attendance boundary analysis and adjustment, student yield analysis vs. housing turnover studies, and residential development activity reports and mapping, on an as-needed basis, at the hourly rates as described in their rate sheet.

INFORMATION/
DISCUSSION
Page 35
EXHIBIT 3

DISCUSSION/
ACTION
Page 39
EXHIBIT 4

Staff also recommends awarding a contract to DecisionInsite and Dolinka Group, to assist the Board in reapportioning Trustee areas, at the hourly rates as described in their rate sheets. DecisionInsite and Dolinka Group submitted their proposal as a team in order to meet the needs of the District. The proposal (Exhibit 4) for Trustee Area Redistricting Analysis and Adjustment Services outlines all services and associated costs. The estimated cost for services is \$12,000 to \$16,000 depending upon the scope of work requested, to be paid by the general fund. The initial base contract is August 25, 2011, through August 24, 2012. The contracts may be extended by mutual agreement, and upon Board approval, for a renewal term not to exceed four additional one-year periods.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Staff Recommendation:

It is recommended the Board President recognize Ron Lebs, Deputy Superintendent, Business & Support Services, who will present this item.

Following discussion, it is recommended the Board of Trustees approve the award of RFQ for demographic consultant services to Davis Demographics & Planning, Incorporated, DecisionInsite, LLC and Dolinka Group, LLC.

Motion by _____

Seconded by _____

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 the staff recommend approval of all consent Calendar items.

GENERAL FUNCTIONS

5. SCHOOL BOARD MINUTES:

Approval of the minutes of the July 27, 2011, regular Board meeting and the August 8, 2011, regular Board meeting.

Contact: Jane Boos, Manager, Board Office Operations

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EXHIBIT 5

6. MEMORANDUM OF UNDERSTANDING WITH THE CITY OF DANA POINT:

Approval of the memorandum of understanding between the City of Dana Point and the District for the School Intervention Program and intervention consultant at Dana Hills High School (DHHS). The City of Dana Point has funded an intervention consultant at Dana Hills High School to support at-risk students. The consultant, who is supervised by the site principal in collaboration with city officials, is an independent consultant to the city itself. The consultant works with administrators, counselors, and the school resource officers as a facilitator for student referral to appropriate prevention programs, services and resources for substance abuse, and other high risk behaviors. There is no financial impact as the position is funded completely by the City of Dana Point.

CUSD Strategic Plan Pillar 2: Safe and Healthy Schools

Contact: Joseph M. Farley, Superintendent

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EXHIBIT 6

CURRICULUM & INSTRUCTION

7. APPLICATION FOR 2011-2012 FUNDING – CARL PERKINS CAREER AND TECHNICAL EDUCATION IMPROVEMENT ACT:

Approval of the 2011-2012 application for funding through Carl Perkins Career and Technical Education Improvement Act (CTE) of 2006. The District has received funds through this act for several years. This federal funding is provided CTE to students that aligns with the state's CTE Model Curriculum Standards and Framework and includes business and industry involvement. CTE courses are taken by a wide range of the District's students who complete courses aligned with career areas leading to post-secondary options which may include technical schools, community colleges, and/or 4 year colleges. Funds may be used to purchase equipment and materials required to reflect industry standards for particular career pathways, and professional development necessary to ensure instructor proficiency.

The District has been informed that it will receive an allocation of \$185,263 for the 2011-2012 school year. Funds will be used to support the goals of the Carl Perkins Local Plan (2008-2012) and in accordance with the guidelines set forth in Carl Perkins regulations.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

8. RESOLUTION NO. 1112-11, ACCEPTANCE OF 2011-2012 CALIFORNIA STATE FUNDED PRESCHOOL CONTRACT:

Approval of Resolution No. 1112-11, acceptance of 2011-2012 California State Funded Preschool Contract. Each year the Capistrano Unified School District applies for and receives a contract through the California Department of Education Child Development Division for the continued funding of preschool services. State preschools are a comprehensive developmental program for three to five-year-old children from low-income families. The program emphasizes parent education and involvement. In addition to preschool education activities, other components include health, nutrition, social services, and staff development. The state funded preschool contract provides a maximum reimbursable amount of \$2,401,877 for a minimum of 180 days of operation during the 2011-2012 school year. There is no adverse impact on the general fund.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

BUSINESS & SUPPORT SERVICES

9. INDEPENDENT CONTRACTOR AGREEMENT – STAFF DEVELOPMENT TRAINING, FRANCES KRAMER:

Approval of an independent contractor agreement with Frances Kramer to provide a six-hour training session for District kindergarten and first grade teachers on strategies to enhance language acquisition, academic language, comprehension, and writing. Frances Kramer will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of Title I funds. Scheduled services under this contract are estimated to be \$1,200.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

10. INDEPENDENT CONTRACTOR AGREEMENT – ACTUARIAL AND BENEFITS ADVISORY SERVICES, GRANT THORNTON:

Approval of an independent contractor agreement with Grant Thornton to provide actuarial and benefits advisory services related to post-employment benefits other than pensions, specifically issues related to compliance with GASB 45 accounting and financial reporting. Grant Thornton will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, paid out of Fund 68 Worker's Compensation. Scheduled services under this contract are estimated to be \$5,000.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Page 83
EXHIBIT 8

Page 87
EXHIBIT 9

Page 95
EXHIBIT 10

11. **INDEPENDENT CONTRACTOR AGREEMENT – STAFF DEVELOPMENT TRAINING, HELEN B. TROSS:** Page 107
EXHIBIT 11
 Approval of an independent contractor agreement with Helen B. Tross to provide a six-hour training session for District’s second through fifth grade teachers on strategies to enhance language acquisition, academic language, comprehension and writing, using visual tools. Helen Tross will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of Title I funds. Scheduled services under this contract are estimated to be \$1,200.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
12. **INDEPENDENT CONTRACTOR AGREEMENT – LITERACY TRAINING FOR SPECIAL EDUCATION TEACHERS PROFESSIONAL DEVELOPMENT PROGRAM, EDUCATIONAL CONSULTING SERVICES, INCORPORATED:** Page 115
EXHIBIT 12
 Approval of an independent contractor agreement with Educational Consulting Services, Incorporated, to provide literacy training for Special Education Teachers Professional Development (SETPD) grant program. Educational Consulting Services, Incorporated, will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of SETPD grant funds. Scheduled services under this contract are estimated to be \$14,000.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
13. **INDEPENDENT CONTRACTOR AGREEMENT – EVALUATION SERVICES FOR AFTER SCHOOL EDUCATION AND SAFETY PROGRAM, DR. PATRICIA BEYER:** Page 123
EXHIBIT 13
 Approval of an independent contractor agreement with Dr. Patricia Beyer to provide evaluation services for the District’s After School Education and Safety (ASES) programs at Kinoshita, Las Palmas, San Juan, Viejo, and R.H. Dana elementary schools. Dr. Beyer will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of ASES grant funds. Scheduled services under this contract are estimated to be \$2,000.
CUSD Strategic Plan Pillar 2: Safe & Healthy Schools
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
14. **MASTER CONTRACT – LARRY M. SIMMONS HIGH SCHOOL-BODEGA, A NON-PUBLIC SCHOOL:** Page 131
EXHIBIT 14
 Approval of amendment of the master contract with Larry M. Simmons High School-Bodega to provide special education services to students in residential treatment by increasing the monthly room and board rate from \$7,917 to \$8,069 as established by the Department of Social Services. All other terms and conditions to remain the same.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
15. **MASTER CONTRACT – LARRY M. SIMMONS HIGH SCHOOL-KIVA, A NON-PUBLIC SCHOOL:** Page 165
EXHIBIT 15
 Approval of amendment of the master contract with Larry M. Simmons High School-Kiva to provide special education services to students in residential treatment by increasing the monthly room and board rate from \$7,917 to \$8,069 as established by the Department of Social Services. All other terms and conditions to remain the same.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

16. MASTER CONTRACT – OAK GROVE-JACK WEAVER SCHOOL, A NON-PUBLIC SCHOOL:

Page 199
EXHIBIT 16

Approval of a master contract for special education services to be provided by Oak Grove-Jack Weaver School, a non-public school in relation to a residential treatment center. These non-public services are necessary as a result of an expedited placement of a special education student from an out-of-state residential treatment center to a less restrictive California residential treatment center. The cost for tuition per individual student is \$129.77 a day, and the cost for room and board per individual student is \$7,917 a month on an as-needed basis, which would be paid out of Special Education funds. The total expenditures under this contract cannot be determined at this time, as it is unknown how many special education students would require the residential services provided by this vendor. The actual dollar amount and budget code will be determined by purchase order submitted for Board approval.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

17. MASTER CONTRACT – PLIHA SPEECH AND LEARNING CENTER, A NON-PUBLIC AGENCY:

Page 233
EXHIBIT 17

Approval of a master contract with Pliha Speech and Learning Center, a non-public agency, to provide special education services. As indicated on the rate sheet, the cost for language, speech development, and remediation per individual student is \$85 per hour on an as-needed basis, which would be paid out of Special Education funds. The total expenditures under this contract cannot be determined at this time, as it is unknown how many special education students would require the therapy services provided by this vendor. The actual dollar amount and budget code will be determined by purchase order submitted for Board approval.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

18. ~~JOINT FACILITY USE AGREEMENT BETWEEN THE DISTRICT AND CITY OF SAN JUAN CAPISTRANO AT MARCO FORSTER MIDDLE SCHOOL:~~

~~Page 267~~
~~**EXHIBIT 18**~~

~~Approval of the Joint Facility Use Agreement between the District and the City of San Juan Capistrano. In 1999, the District and the City of San Juan Capistrano executed a Joint Facility Use Agreement for the construction and maintenance of an outdoor roller hockey facility on the campus of Marco Forster Middle School. At that time, the city requested the agreement to fulfill a need for this type of community recreation, and the unused tennis court area of the school provided that opportunity. Conditions of the agreement included: the city constructing and maintaining the facility, and obtaining the scheduling rights of use outside of regular school hours for a 10 year term. The city invested approximately \$200,000 in improvements. In return, the school's students were allowed priority use of the improved facility during school hours.~~

**Item Pulled
before
Distribution
(8/17/11)**

~~The original agreement has expired and the city is requesting the extension of the agreement for another 10 year term with no changes to the original agreement, with the exception of the stipulated use of the facility. Since roller hockey is no longer as popular in the community as it once was, the City desires to change the designated use as roller hockey/multi purpose.~~

~~*CUSD Strategic Plan Pillar 5: Effective Operations*~~

~~*Contact: Ron Lebs, Deputy Superintendent, Business & Support Services*~~

19. LIMITED USE LICENSE AGREEMENT BETWEEN THE DISTRICT AND SAMLARC FOR USE OF TIJERAS CREEK PARK:

Page 277
EXHIBIT 19

Approval of the renewal of the Limited Use License Agreement between the District and Rancho Santa Margarita Landscape and Recreation Corporation (SAMLARC) for student use of Tijeras Creek Park. Tijeras Creek Elementary School is located adjacent to Tijeras Creek Park in the City of Rancho Santa Margarita. The park is owned and maintained by SAMLARC, a non-profit homeowners association. Since the school opened in 2000, students from Tijeras Creek Elementary School have been using the adjacent park field for various activities, operating under a Limited Use License Agreement. The additional field space benefits the students with greater recreational and physical education opportunities.

The Limited Use License Agreement was developed to provide general provisions defining each agency's responsibilities. Terms of the agreement include a defined amount of student use of the park for the upcoming school year for a fee of \$8,900. SAMLARC will be responsible for all ongoing maintenance of the park fields. The original Limited Use License Agreement was reviewed and approved by District and SAMLARC legal counsels.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

20. PARTICIPATION AGREEMENT – INSIDE THE OUTDOORS SCHOOL PROGRAM, ORANGE COUNTY DEPARTMENT OF EDUCATION:

Page 295
EXHIBIT 20

Approval of the agreement with the Orange County Department of Education (OCDE) for participation in the Inside the Outdoors School Program for the 2011-2012 school year. District elementary schools routinely participate in OCDE outdoor science school and field programs. This program provides a 45-minute to 75-minute presentation by a traveling naturalist, appropriate for kindergarten to sixth grade students. There is no general fund financial impact associated with this item. Costs will be paid from site funds or locally generated revenue.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

21. PARTICIPATION AGREEMENT – INSIDE THE OUTDOORS FIELD PROGRAM, ORANGE COUNTY DEPARTMENT OF EDUCATION:

Page 305
EXHIBIT 21

Approval of the agreement with the Orange County Department of Education (OCDE) for participation in the Inside the Outdoors Field Program for the 2011-2012 school year. District elementary schools routinely participate in OCDE outdoor science school and field programs. This program provides two hours to full day field trips appropriate kindergarten to sixth grade students. There is no general fund financial impact associated with this item. Costs will be paid from site funds or locally generated revenue.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

22. USE AGREEMENT – RESIDENT OUTDOOR SCIENCE SCHOOL FACILITIES, SUPPLIES, EQUIPMENT, AND SERVICES, PUBLIC SCHOOL DISTRICTS, ORANGE COUNTY DEPARTMENT OF EDUCATION:

Page 317
EXHIBIT 22

Approval of the agreement with the Orange County Department of Education (OCDE) for use of resident Outdoor Science School facilities, supplies, equipment, and services for the 2011-2012 school year. District elementary schools routinely participate in OCDE outdoor science school and field programs. This program provides an outdoor science school program for fifth and sixth grade students. There is no general fund financial impact associated with this item. Costs will be paid from site funds or locally generated revenue.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

23. **AGREEMENT – FISCAL CRISIS & MANAGEMENT ASSISTANCE TEAM:** Page 341
EXHIBIT 23
Approval of a study agreement with the Fiscal Crisis & Management Assistance Team (FCMAT) to conduct a review of the home to school and special education transportation programs and provide recommendations for best practices. FCMAT will provide services for approximately \$11,500 paid with revenues generated by the Transportation Department.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
24. **EXTENSION AGREEMENT – FISCAL AND FINANCIAL MANAGEMENT CONSULTING SERVICES, VAVRINEK, TRINE, DAY & COMPANY LLP:** Page 345
EXHIBIT 24
Approval of an extension to the consulting agreement with Vavrinek, Trine, Day & Company LLP, to provide fiscal and financial management consulting services. There will be no increase in the described rates for the renewal period of July 1, 2011, through June 30, 2012. This contract provides competitive, hourly rates for fiscal and financial management consulting services as required by the District. Estimated expenditures for the 2011-2012 fiscal year utilizing this contract are approximately \$35,000, funded by the general fund.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
25. **EXTENSION AGREEMENT – VEHICLE MAINTENANCE AND DRIVER TRAINING SERVICES, ANNELIESE’S SCHOOL:** Page 359
EXHIBIT 25
Approval of the second extension of the agreement for the District to provide vehicle maintenance and driver training services to Anneliese’s School. The renewal term is August 1, 2011, through July 31, 2012. Under this School Bus Service Agreement, the District’s Transportation Department provides vehicle inspections, maintenance, and school bus driver training. This contract provides a moderate income stream to offset Transportation Department’s encroachment into the general fund.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
26. **EXTENSION AGREEMENT – VEHICLE MAINTENANCE AND DRIVER TRAINING SERVICES, JSERRA:** Page 371
EXHIBIT 26
Approval of the first extension of the agreement for the District to provide vehicle maintenance and driver training services to JSERRA. The renewal term is September 15, 2011, through September 14, 2012. Under this School Bus Service Agreement, Capistrano Unified School District’s Transportation Department provides vehicle inspections, maintenance, and school bus driver training. This contract provides a moderate income stream to offset Transportation Department’s encroachment into the general fund.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
27. **AWARD OF BID NO. 1112-07 – PIZZA SERVICE, DOMINO’S PIZZA:** Page 381
EXHIBIT 27
Approval of an award of bid for pizza service to Domino’s Pizza. Domino’s Pizza was the only vendor that can provide all products requested and meet the requirement of whole grain crust as specified in the bid. The initial base contract is August 25, 2011, through August 24, 2012. The contract may be extended by mutual agreement and upon Board approval, for a renewal term not to exceed two additional one-year periods. This contract provides competitive, set pricing for pre-baked, ready to serve, prepared fresh pizza service delivered daily to all middle school sites. The total annual expenditures under this contract are estimated to be \$368,000, funded by Food and Nutrition Services.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

28. ADVERTISE FOR RFQ NO. 4-1112 – SPECIALIZED TRANSPORTATION SERVICES:

Approval to advertise for bids for specialized transportation services. PTAs, booster clubs, and parent groups often sponsor events for student recognition at sites throughout the District. Often these events have requirements for specialized transportation services. These special events are scheduled by the individual school sites. The purpose of this Request for Qualifications is to select a pool of qualified, competent companies to provide limousine service, on an as needed basis, as requested by the sites. This bid allows the District to establish a contract with an approved vendor, meeting all the requirements, with set pricing for the 2011-2012 school year for specialized transportation services. Expenditures under this contract will be funded from the various groups requesting service and will not have an impact on the general fund.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

29. REJECTION OF BID NO. 1112-08 – CONCRETE MAINTENANCE AND REPAIR:

Approval to reject all bids submitted for concrete maintenance and repair and authorize staff to re-bid services. Upon review and consideration of the bids, it is recommended the basis of award be revised to more clearly delineate the various types of job requirements within the District. Four typical District project scenarios will be developed and utilized to evaluate the bids. In order to secure the lowest possible pricing for services, the District will solicit new bids. Public Contract Code §20111 governs the letting of contracts for school districts. In addition to the public contract code, courts have held that districts may reject all bids for any reason and at any time before the bid has been awarded. The Board has the discretion and ability to award the contract or reject all bids.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

30. COUNTY OF ORANGE CONTRACT MA-080-12010167 AIR CONDITIONING, REFRIGERATION EQUIPMENT, PARTS AND SUPPLIES, PRITCHARD SUPPLY, INCORPORATED DBA JOHNSTONE SUPPLY, UNITED REFRIGERATION INCORPORATED:

Approval of authorization to utilize the County of Orange contract MA-080-12010167 for the purchase of air conditioning, refrigeration equipment, parts and supplies, as needed, under the same terms and conditions of the public agency's contract. School boards have the authority to "piggyback" on another public agency's bid, per Public Contract Code §20118, when it is in the best interest of a district. It is often advantageous to utilize piggyback bids when contract items are identical to the district's specifications. Using piggyback contracts saves time and often provides lower prices than a single jurisdiction would be able to obtain. This contract provides competitive pricing and allows staff to streamline the procurement process. Anticipated annual expenditures utilizing this contract are approximately \$217,000 funded by routine repair and maintenance.

Due to the size of the contract and award, the documentation will be posted online in the District Board Agendas and Supporting Documentation page.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

PERSONNEL SERVICES

31. CORRECTION TO BOARD POLICY 4313, MANAGEMENT, SUPERVISORY, CONFIDENTIAL SERVICE DAYS:

Approval of a correction to Board Policy 4313, *Management, Supervisory, Confidential Service Days*. On October 12, 2010, Trustees approved revised Board Policy 4313, *Management, Supervisory, Confidential Service Days*. The revisions were primarily to return site administrators to positive work calendars. In the revised document, high school principals were incorrectly noted to work a 223 positive work year calendar. This document has corrected the 223 days to 224 days. There is no financial impact. Proposed additions to the Board Policy are underlined; deletions are struck through.

CUSD Strategic Plan Pillar 5: Effective Operations.

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel

Motion by _____ Seconded by _____

ROLL CALL:

Trustee Addonizio _____ Trustee Hatton _____

Trustee Alpay _____ Trustee Palazzo _____

Trustee Bryson _____ Trustee Pritchard _____

Trustee Brick _____

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.

ADJOURNMENT

Motion by _____ Seconded by _____

THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS MONDAY, SEPTEMBER 12, 2011, 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

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 §35146 and Government Code §54957, the Board may recess to Closed Session to discuss personnel matters which they consider inadvisable to take up in a public meeting.

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.